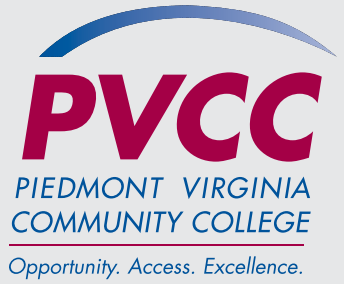


Piedmont Virginia Community College  
**WORKFORCE SERVICES**

Summer 2009 Class Schedule. Keep until August 2009.  
[www.pvcc.edu/WorkforceServices](http://www.pvcc.edu/WorkforceServices)



*Vineyard Management*  
**video**  
**game art**  
**PHOTOGRAPHY**  
**MCSE**  
**Leadership and Supervision**  
**OSHA-10**  
**Java**  
**CODE UPDATE**  
**EXCEL**  
**Medical Terminology**  
**Speed Spanish**  
**QuickBooks**  
**PHOTOSHOP**  
**Project Management**  
**WEB PAGE CREATION**  
**GRANT WRITING**  
**CNA**  
*Wines of the World*  
**HELP DESK ANALYST**

# Shop Smart

**STOCK UP ON WORKFORCE SKILLS**

Use Our  
**NEW ONLINE SHOPPING CART  
TO REGISTER**

Flip This Schedule to See PVCC Credit Classes!

ECRWSS  
NON-PROFIT ORG.  
US POSTAGE  
**PAID**  
Charlottesville VA  
Permit No. 90

Piedmont Virginia Community College  
501 College Drive, Charlottesville, VA 22902

Resident/Occupant  
Time Sensitive Material: Please Deliver by May 1, 2009.

# Class Offerings: SUMMER 2009

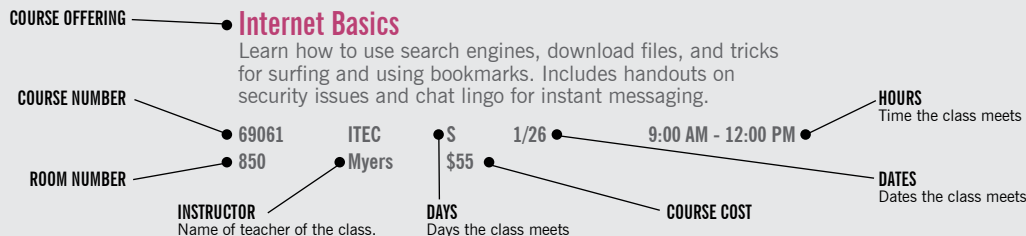
Arts and Leisure.....	2
Brewing .....	4
Business and Finance .....	4
Computers .....	4
Construction .....	4
Healthcare .....	5
Viticulture & Enology.....	5
Online Learning.....	8
How to Register.....	11

## New Courses for Summer!

- Sporting Clay Coach Training
- Tai Chi
- Introduction to MS Publisher
- Wines of the World
- Travel Photography
- Portrait Photography
- Introduction to Woodworking
- Ikebana Flower Arranging
- Introduction to Brewing
- Making a Photographic Book: Print on Demand

## How To Read The Class Schedule

### COMPUTERS



**PAYMENT IS DUE AT THE TIME OF REGISTRATION.**

**REFUNDS: Participants must withdraw from a class at least five (5) business days before that class is scheduled to begin and receive a full refund. No refunds will be provided after this time, however, you may send another participant in your place. (PVCC ID number must be provided to us)**

**Refund requests must be made in writing by mail, fax or e-mail (include your name, PVCC ID number, course title, and reason for refund). Refunds are processed by the State Treasury in Richmond and may take 3 - 6 weeks to process.**

## ARTS AND LEISURE

### Travel Photography **NEW**

Going on a trip this summer? Capture your vacation and travel experiences through photography. Learn which settings to use for a variety of scenarios from low-light indoors to sunsets. Study location, composition, and time and then judge your images with a critical eye during the editing process. Present some of your images for review. You should have a basic understanding of your camera functions.

62384	PHTG	MTH	5/18, 5/21, 6/1, 6/4	6:00PM-8:00PM
850	Evans	\$99		

### Adobe PhotoShop Beginner

Basic functions including using the tools, Adobe Bridge, photo correction, and retouching and repairing.

62379	ARTS	T	6/2	9:00AM-4:00PM
850	Osborne	\$169		

### Portrait Photography **NEW**

Want to capture the essence of your family members with a portrait? Learn how to work with lighting, composition, and communication and various camera settings. Create priceless portraits that will preserve your memories of your loved ones. Present some of your images for review. You should have a basic understanding of your camera functions.

62385	PHTG	TTH	6/9-6/11	6:00PM-8:00PM
850	Evans	\$49		

### Discover Digital Photography

Want to learn how to use the features of your digital camera and take better pictures? You'll learn all of the buttons and menus on the camera, shooting modes, white balance options, flash modes, exposure compensation, the histogram, ISO settings and metering methods. Learn how to compose pictures and then have your work critiqued. Bring your camera and instruction manual, fresh batteries, and a blank media card.

62386	PHTG	TTH	7/21-8/6	6:30PM-8:30PM
850	Dye	\$145		

### Create a Photographic Book: Print on Demand **NEW**

Turn family snapshots, travel photos or special events into a cherished object by creating a photographic book printed on demand. Learn how to edit, plan the layout and publish your photographic content in a book format.

62387	PHTG	M	8/3-8/10	9:00AM-NOON
850	Evans	\$69		

### Tai Chi for Arthritis/Back Pain- Level 1 **NEW**

This slow moving martial arts form is performed in parks all over China and the world. Developed by Dr. Paul Lam, an Australian physician and Tai Chi gold medalist, it is designed to help relieve pain by massaging the joints and increasing circulation. The movements may also help you regain balance and strength in your base and core muscles. Class will be held outdoors (no floor time is required) so wear loose clothing and shoes with low heels and thin soles. Bring water to stay hydrated.

62390	RECR	W	5/20-7/1 (no class 6/17)	6:00PM-7:00PM
	Dickinson Bldg	Bryant	\$59	

### Sporting Clay Coach Training **NEW**

Become a qualified coach for one of the fastest growing sports in the country! This seven day course will equip you with the skills to teach sound sporting clay techniques. The course culminates with live assessments. Your instructor is a British Association of Shooting and Conservation qualified shotgun coach, mentor and safe shot assessor and a member of the Institute of Clay Shooting Instructors with 24 years of coaching experience. Graduates receive recognition from the Guild and PVCC. Course is held at a training facility in Fairfield, VA. (Lodging not included.) Class size limited to 8 students for individualized instruction.

62389	RECR	SUN-SAT	5/3-5/9	9:00AM-4:30PM
	Glorious Twelfth (Fairfield, VA)	\$1159		

62392	RECR	SUN-SAT	7/26-8/1	9:00AM-4:30PM
	Glorious Twelfth (Fairfield, VA)	\$1159		

62393	RECR	SUN-SAT	10/18-10/24	9:00AM-4:30PM
	Glorious Twelfth (Fairfield, VA)	\$1159		

### Tai Chi - Level 2 **NEW**

Continuation of Level 1 instruction but new participants are welcome to join us.

62391	RECR	W	7/8-8/12	6:00PM-7:00PM
	Dickinson Bldg	Bryant	\$59	

### Introduction to Woodworking **NEW**

Learn the basics including types of wood and joinery, use of hand and power tools and safety guidelines while experiencing the simplicity and creativity of woodworking. Select and build a project for your home such as a night stand, small bench or bookcase, a toolbox or perhaps a shelf and brackets. Price includes materials and use of tools in the Logs to Lumber workshop in Faber (Nelson County). Class size limited to 6 students for individualized instruction.

62380	WOOD	TTH	6/2-6/18	6:30PM-9:00PM
	Logs to Lumber in Faber (Nelson County)	\$249		

### Introduction to Ikebana Flower Arranging **NEW**

Ikebana is the art of flower arranging, meaning "flowers which have life." Rediscover the harmony between yourself and the universe and become in tune with these laws of nature. In Ikebana, nature and humanity are brought together. It often emphasizes a plant's leaves and stems and draws emphasis towards shape, lie, and form. Study this ancient art with an Assistant Professor of Ikebana.

62381	ARTS	M	6/8-6/15	6:00PM-8:30PM
850	Arouca	\$49		

### Genealogy Research 101

Get started on tracing your family's roots! Learn to conduct research, locate family history, gather documentation, create pedigree charts and use online research databases. Includes tips to help with African-American research.

64800	HIST	M	6/22-7/6	6:00PM-9:00PM
850	Murphy	\$125		

**NONCREDIT COURSES CANNOT BE USED TO FULFILL CREDIT OR DEGREE REQUIREMENTS.**

For further information, contact Workforce Services at 434.961.5354 or workforce@pvcc.edu.

# Customized Training and Development



## WORKFORCE SERVICES CUSTOMIZED TRAINING AND DEVELOPMENT

We can bring any class in this schedule to your site and customize it for your employees!

Call Rebecca Ward 434.961.5330

Call us for customized training to meet your needs:

- Supervisory, Management and Leadership Development
- Computer Applications
- Team Building
- Workplace Spanish and Workplace English
- Safety and Health Training
- Lean Consulting, Six Sigma
- Strategic Planning
- Employee/Applicant Skill Assessment
- Career Readiness Certificate
- Online, Classroom, Blended Learning and One-on-One Coaching

Contact us to receive a FREE copy of our customized training catalog.

**434.961.5330**

## WAKE UP YOUR CAREER WITH JAVA

PREPARE FOR TECHNOLOGY JOB GROWTH IN CHARLOTTESVILLE AREA!

### Take PVCC Workforce Services' Java Programmer Certification Prep Course

- Preparation for Sun Certification Java Programmer Exam
- Hands on learning using My Eclipse and J2SE/J2EE tools and practice exams

**June 1,3,5,8,10,12**

Registration Deadline – May 8  
Seating Limited

Booz Allen Hamilton Scholar Program will reimburse tuition for this course and the Sun exam for qualified students who are selected for employment. Contact [BoozAllenScholar@bah.com](mailto:BoozAllenScholar@bah.com) for more details.

**Course Prerequisites:** Before taking this course, you need to be well versed in a programming language (e.g. VB, .NET, VBScript, C, Pascal, Fortran, etc. - C# or JavaScript a plus ) and proficient in the Windows Operating System (e.g. XP and above).

To register or for more information, contact: 434.961.5330; [rward@pvcc.edu](mailto:rward@pvcc.edu)

## VA WORKER RETRAINING TAX CREDIT

This credit allows an employer to claim a tax credit of 30% of all training costs for providing worker retraining to qualified employees through a Virginia community college (noncredit courses).

For more information, go to

[http://www.tax.virginia.gov/web\\_pdfs/busForms/currentyear/wrc.pdf](http://www.tax.virginia.gov/web_pdfs/busForms/currentyear/wrc.pdf).

## 3-D PRINTER AVAILABLE AT PVCC!

Does your company design products using 3D models?

**PVCC Workforce Services can create functional 3D models using a state-of-the-art 3D printer.**

Designers and engineers rely on 3D models to make informed design decisions, resulting in fewer design changes, better product designs, lower production costs and lower product costs.

**Call 434.961.5330 for information.**

## Blacksmithing Beginner Weekend – Version 1

Come hammer metal in this beginner level course where you will make a candle stick, wall hook, and a wall-mounted coat rack. Study safe shop practices, fire management, efficient hammer techniques, and basic forging. Enrollment limited to 8 students per class. Held at Virginia Institute of Blacksmithing.

62382 ARTS S,SN 6/27-6/28 9:00AM-4:00PM \$199

## Blacksmithing Beginner – One Day Workshop

Come pound some metal and learn the basic techniques of the forge, safety, fire maintenance, and efficient hammering. You will make a three-hook wall rack at the Virginia Institute of Blacksmithing in Charlottesville. Enrollment limited to eight students per class. Held at Virginia Institute of Blacksmithing.

62383 ARTS S 7/18 9:00AM-4:00PM \$99

## Introduction to Voice Acting

Get paid to talk! An introduction to professional voice acting for television, radio, audio books and more. Record a commercial under the direction of the producer.

62388 COMM TH 8/13 6:30PM-9:00PM  
850 Creative Voice \$49

## BREWING - ZYMURGY

### Introduction to Brewing NEW

This class offers an introduction to the world of beer and brewing. Designed for home brewers, beer enthusiasts, and others interested in the brewing science. Taught by Mark Thompson, brewmaster at Starr Hill Brewery, topics covered include how beer is made, the different styles of beer and the different flavors of beer. A separate beer charge of \$25.00 made payable to the Starr Hill Brewery will apply.

62417 AGNR M 8/3, 8/10, 8/17 6:00PM-8:00PM  
Starr Hill Brewery Thompson \$99

### Brewing Process NEW

This class offers an introduction to the brewing process and the science involved. Taught by Jason Oliver, brewmaster at Devil's Backbone Brewery, this class covers all aspects of the brewing process including raw materials, malting, brewing, fermentation and finishing.

62423 AGNR M 9/14, 9/21, 9/28 6:00PM-8:00PM  
PVCC/Devil's Backbone Brewery Oliver \$99

### Brewery Design NEW

The design, layout and equipment needed for an efficient brewery operation are critical components for success in the beer business. Learn brewery design from the ground up from local brewmaster, Taylor Smack, of Blue Mountain Brewery.

62426 AGNR S 10/10 9:00AM-5:00PM  
PVCC/Blue Mountain Brewery Smack \$109

## BUSINESS AND FINANCE

### Keeping the Books

Review double-entry bookkeeping, chart of accounts, cash receipts and disbursements, journal entries and financial reports for a basic understanding of the financial controls required for business.

62394 ACCT TH 6/11 1:00PM-4:30PM  
850 Reeves \$69

### QuickBooks I

Learn to set up QuickBooks including customer and vendor lists, registers, bank and credit card accounts, sales and payments, bills and reports. You should have a basic understanding of bookkeeping terms and practices.

62395 ACCT TH 7/9 9:00AM-4:00PM  
850 Reeves \$149

### QuickBooks II

Set up, track and adjust inventory; set up and run payroll; track and pay sales taxes; prepare estimates and do progress invoicing. Prerequisites: QuickBooks I training or equivalent experience.

62396 ACCT TH 8/6 9:00AM-4:00PM  
850 Reeves \$149

## COMPUTERS

### Introduction to Outlook

Master Outlook's features including sharing calendars, scheduling meetings, categorizing e-mails and appointments, distribution lists and managing your contacts. Prerequisite: basic knowledge of Outlook.

62397 ITEC W 6/10 9:00AM-12:00PM  
850 Woolfolk \$69

### Excel Functions and Formulas

Put spreadsheet power to work for you! Master a variety of formulas and functions that let you calculate averages, percentages and more to utilize the power of Excel. Prerequisite: basic knowledge of Excel.

62398 ITEC W 6/10 1:00PM-4:00PM  
850 Woolfolk \$69

### Computer Basics

Practice using basic computer components including the keyboard and mouse. You'll review practical applications for e-mail, word processors, spreadsheets and databases.

72880 ITEC TTH 5/5 - 5/7 5:30PM-8:30PM  
850 Myers \$99

62401 ITEC TTH 7/7-7/14 6:30PM-8:30PM  
850 Myers \$99

62403 ITEC TTH 8/10-8/12 5:30PM-8:30PM  
850 Myers \$99

### Word 2007 Beginner

62399 ITEC W 6/17 9:00AM-4:00PM  
850 Woolfolk \$169

### Excel 2007 Beginner

62400 ITEC W 7/15 9:00AM-4:00PM  
850 Woolfolk \$169

### Access 2007 Beginner

62402 ITEC W 7/29 9:00AM-4:00PM  
850 Woolfolk \$169

### Publisher 2007 Beginner

62404 ITEC W 8/12 9:00AM-4:00PM  
850 Woolfolk \$169

## CONSTRUCTION

### Basic Contractor Business Licensing Class

Review of the laws and regulations governing contractors in Virginia. Fulfills the Board for Contractors' requirement for eight hours of training prior to applying for your license.

72902 BLDG S 5/30 8:00AM-5:00PM  
850 O'Rourke \$199

62405 BLDG MW 7/13-7/15 5:30PM-9:30PM  
850 Gauldin \$199

62432 BLDG S 8/22 8:00AM-5:00PM  
850 O'Rourke \$199

### Continuing Education for Tradesmen

Journeyman, Master Plumbers, Electricians, HVAC mechanics, and Gas Fitters are now required to take continuing education hours for license renewal. Recognized by the Commonwealth of Virginia's Department of Professional and Occupational Regulation and the Virginia Board for Contractors.

### HVAC Code Update

73238 HVAC W 5/6 5:30PM-8:30PM  
850 Breedlove \$125

62408 HVAC W 6/24 5:30PM-8:30PM  
850 Breedlove \$125

62409 HVAC W 8/5 5:30PM-8:30PM  
850 Breedlove \$125

### Electrical Code Update

72920 ELEC W 5/13 5:30PM-8:30PM  
850 Cheape \$125

62406 ELEC T 6/16 5:30PM-8:30PM  
850 Cheape \$125

62407 ELEC M 8/3 5:30PM-8:30PM  
850 Cheape \$125



# CONSTRUCTION ACADEMY

1977 Avon Street Extended  
(located next to Snow's Nursery)

### NEW Welding • Carpentry • Hardscaping

May 11 – Aug. 26  
Mondays & Wednesdays  
6:00 PM - 9:00 PM

### HVAC • Electrical • Plumbing

May 12 – Aug. 27  
Tuesdays & Thursdays  
6:00 PM - 9:00 PM

[web.mac.com/constructionacademy](http://web.mac.com/constructionacademy)

Contact us today to arrange a customized class for your employees  
**434.961.5334**

## C O N T A C T :

**Byron Sorg** Program Manager 434.961.5334  
**Caitilin Mohr** Program Liaison 434.961.6523

First Aid/CPR, AED, Blood Borne Pathogens, and OSHA 10 Training: Spanish or English

## SIGN UP FOR OUR NEWSLETTERS

Workforce Services is now sending newsletters with announcements about new classes, trends in training, employment notes, regulation changes for industries, marketing and technology tips, and more.

If you would like to subscribe to our e-mail newsletters, just send an e-mail with your name, your preferred e-mail address, and which newsletters you would like to receive to: [workforce@pvcc.edu](mailto:workforce@pvcc.edu).

### Newsletter choices:

Business, Construction, Healthcare, Arts and Leisure, Online Education

# SAVE ON GAS!



## LEARN ONLINE!

Enroll in an online course today!

[www.ed2go.com/piedmont](http://www.ed2go.com/piedmont)

### WE NEED INSTRUCTORS FOR FALL 2009!

- ▶ Do you have a special interest or experience in a particular subject?
- ▶ Are you passionate about your subject?
- ▶ Want to share your knowledge with others?

To discuss teaching for PVCC  
call 434.961.5354 or  
e-mail: [workforce@pvcc.edu](mailto:workforce@pvcc.edu)

## CUSTOM CRUSH

This is a great class for new students or experienced winemakers. Michael Shaps, the renowned Virginia winemaker, works with a small group of students to produce a barrel of wine.

The class starts in September with assessing grapes in the vineyard and ends in May/June with bottling of the finished product.

Cost includes the cost of all materials, including grapes. Class times are flexible. At the end of the class, each student will receive four cases of wine.

For more information e-mail  
[workforce@pvcc.edu](mailto:workforce@pvcc.edu)

### Plumbing Code Update

72929	PLMB	W	5/20	6:00PM-9:00PM
850	Cheape	\$125		
62410	PLMB	TH	6/18	6:00PM-9:00PM
850	Cheape	\$125		
62411	PLMB	T	8/11	6:00PM-9:00PM
850	Cheape	\$125		

### Gas Fitters Code Update

72934	PLMB	W	5/20	5:00PM-6:00PM
850	Cheape	\$65		
62412	PLMB	TH	6/18	5:00PM-6:00PM
850	Cheape	\$65		
62413	PLMB	T	8/11	5:00PM-6:00PM
850	Cheape	\$65		

## HEALTHCARE

### Certified Nursing Assistant (CNA)

Help care for physically or mentally ill, injured, disabled, or infirm individuals in hospitals, nursing care facilities, mental health settings or in the home. Under the supervision of nursing and medical staff, CNAs assist the patient at the bedside with all activities of daily living (ADLs) and vital signs. They are the primary observers of the patient's condition, requiring reporting and documentation. Classes run three days each week.

64795	HLTH	M,T,TH	6/8-7/20	8:00AM-4:30PM
PVCC 827	St. Peter	\$849		
64796	HLTH	T,TH	6/23-9/5	6:00PM-9:00PM
		S		7:30AM-3:30PM
	Westminster Canterbury	Payne	\$849	

### CPR – Healthcare Providers

CPR training for doctors, nurses, and EMTs. All courses meet in room 850 at PVCC. Cost \$89.

73896	S	5/23	9:00AM-2:00PM
64671	W	5/27	4:00PM-9:00PM
64672	W	6/10	4:00PM-9:00PM
10054	T	6/23	9:00AM-2:00PM
10055	TH	7/16	9:00AM-2:00PM
64674	M	7/27	4:00PM-9:00PM
64675	T	8/4	9:00AM-2:00PM
64676	TH	8/20	4:00PM-9:00PM

### American Heart Association CPR/AED

A CPR/AED adult/child CPR with mask and choking and use of AED.

10059	TH	6/25	6:00PM-9:00PM
10060	S	10/3	9:00AM-12:00PM

### CPR Instructor's Course

For those with prior AHA certifications who wish to train others. Includes all books and materials.

HLTH	S	8/8, 8/15	9:00AM-4:00PM
850	Courtney	\$399	

## WINEMAKING – VITICULTURE & ENOLOGY

### Legal Issues in the Wine Industry

Virginia's wine Legal Eagle, Terri Beirne, will walk students through the legal intricacies and important regulations that the serious wine grower needs to know to survive in the wine business. Learn about the hot issues facing Virginia wineries while Terri makes this course fun with tons of materials and resource information supplied.

72960	AGNR	S	5/2	9:00AM-5:00PM
Cardinal Point Winery	Beirne	\$119		

### Canopy Management

Identify various types of canopy styles with the objective of managing the vineyard, keeping your business objectives in mind: quantity vs. quality. Topics include hedging, leaf pulling and dropping fruit.

10051	AGNR	S	6/13	9:00AM-5:00PM
Vineyard	Hill	\$109		

### Wine Analysis and Tasting

Do you know how "farming the grapes" affects their taste and aroma? Can you recognize your personal capabilities in wine tasting? Become a competent wine taster by learning the essentials of professional tasting.

10050	AGNR	S	6/20	9:00AM-5:00PM
King Family Vineyards	Finot	\$109		

### Wines of the World

**NEW**

Gain competence and confidence in selecting wines, expand your awareness of vintages and gain an appreciation for wine styles. Learn about wine tasting, grape varieties, wine regions of the world and viticulture practices. Food and wine pairing is another area of discussion. The emphasis of this program is to build confidence in the student's ability to deal with wines for either personal or professional reasons. Series of courses held at SIIPS Champagne and Wine Bar from 6:30PM – 9:00PM. A separate wine charge of \$30 per night paid directly to SIIPS will apply.

### Introduction

62414	AGNR	M,T	7/6-7/7	\$79
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### Wines of the World – France

62418	AGNR	M,TW	8/3-8/5	\$109
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### Wines of the World – Italy

62420	AGNR	M,T	9/7-9/8	\$79
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### Wines of the World – Spain

62425	AGNR	M,T	10/5-10/6	\$79
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### Wines of the World – Germany, Austria, Portugal & others

62427	AGNR	M,TW	11/2-11/4	\$109
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### Wines of the World – South Africa

64546	AGNR	M,T	12/7-12/8	\$79
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### Pest Control

How can you control pests and weeds without compromising the quality of the fruit? Get introduced to various types of pests and the damage they can cause. Required for the certificate in Viticulture.

62416	AGNR	S	7/18	9:00AM-5:00PM
Vineyard	Rausse	\$109		

### Vineyard Management – Part 2

Adopt a row of vines for the summer! Be responsible for managing and maintaining an assigned section of a working vineyard during the growing season. Learn the techniques for caring for healthy vines and the crucial decisions in vineyard management to meet your business objectives. Required for the certificate in Viticulture.

62415	AGNR	S	7/25, 8/15, TBA	12:00PM-4:00PM
DuCard Vineyards	Eliff	\$179		

### Wine Bottling

Covers the final stages of fermentation in preparation for bottling including equipment used, selection of bottles, and labeling. Includes hands-on experience. Required for the certificate in Enology.

62419	AGNR	S	8/8	9:00AM-5:00PM
Stone Mountain Vineyard	Rausse	\$109		

### Harvesting & Analysis of Must

Harvesting is peak season in the wine industry. You will begin with the critical process leading up to the decision to harvest. Follow famed Gabriele Rausse, Father of Modern Virginia Wine, on a journey with the grapes from the vineyard to the winery. This hands-on course includes field observation, tasting in the vineyard, laboratory testing (actual testing will be conducted), harvesting methods and equipment, sorting, pressing, crushing, stemming, steel tanks and winery equipment. Required for certificates in both Viticulture & Enology.

62421	AGNR	S	9/12	9:00AM-5:00PM
PVCC/Rausse Vineyard	Rausse	\$109		

### Home Winemaking

Be a winemaker at home! Instruction includes overview of winemaking, grape varieties, purchasing ideas, equipment, yeasts, additives, and steps for making wine in your home. Also covers making wine from juice, grapes and fruit.

62424	AGNR	S	9/19	9:00AM-5:00PM
Lafayette Inn	Nunez/Cuddeback	\$109		

### Vineyard Site Selection

Find the ideal location for your vineyard, the most important and fundamental decision in the process of wine grape growing! The course includes the fundamentals of vineyard design & layout using the transit instrument. Class held at PVCC. Required for the certificate in Viticulture.

62435 AGNR S 10/17 9:00AM-5:00PM  
PVCC/Vineyard Hill \$109

### Fermentation & Racking

From juice the wine is made. Matthieu Finot, wine maker & consultant, will teach the intricate processes of wine fermentation & racking from the point at which the juice enters the tanks. Topics include primary fermentation, malolactic fermentation, yeasts, carbonic maceration, temperature control, fining, steel tanks, oak barrels and more. Required for the certificate in Enology.

62422 AGNR S 11/7 9:00AM-5:00PM  
King Family Vineyard Finot \$109

### Advanced Enology I

Award-winning winemaker, Emily Pelton of Veritas Vineyards, will lead you through the many decisions a winemaker must make to produce premium wines, including developing a winemaking style, production practices and enhancement of wine quality.

62436 AGNR S 11/14 9:00AM-5:00PM  
Veritas Vineyard Pelton / Hodson \$109

### Agriculture Equipment & Safety

In the vineyard, the safe operation of equipment is a must. Learn how to operate tractors safely and efficiently. Review the primary tractor parts and how to safely attach equipment to a tractor. Fuel economy and safety are also reviewed.

62428 AGNR S 11/21 9:00AM-5:00PM  
Ivy Creek Vineyard Button \$109

### Sparkling Wine Making – Fall

Sparkling wine maker Claude Thibaut, masterfully teaches the delicate and often secretive processes of methode champenoise. Following a review of the Spring session, the Fall session picks up at the point in the process after the first in-bottle fermentation & riddling has been completed. Topics include fermentation, riddling, equipment, disgorgement, dosage & final corking. Required for the certificate in Enology.

62429 AGNR S 11/28 9:00AM-5:00PM  
PVCC/Veritas Vineyard Thibaut \$109

### Pairing Food with Wine

Master the fine art of pairing wine with food with Virginia's most notable sommelier, Elaine Futhey of Charlottesville's own internationally renowned C & O Restaurant. Taught in 3 successive evening sessions, white wines delight in the first session. Red wines explore in the second session followed by delectable dessert wines topping off the third session. Enjoy gourmet food and wine in the C & O Gallery as Elaine covers topics such as how to properly taste wine, menu preparation, selection of wines & food for the occasion, wine faults, serving wine, wine lingo & a few do's and don'ts about wine. A separate food & wine charge of \$25/night made payable to the C&O Restaurant will apply.

62430 AGNR M,T,W 11/30 – 12/2 6:30PM-8:00PM  
C & O Restaurant Futhey \$115

### Introduction to Viticulture

Establishing a vineyard requires sound management decisions from the initial planning stage through the harvesting of grapes. This class provides you with practical information on the elements needed to start a working vineyard – everything from grape selection to harvesting! Class starts at PVCC and includes visits to several vineyards. Required for the certificate in Viticulture.

62431 AGNR S 12/5 9:00AM-5:00PM  
PVCC/Vineyard Hill \$109

## CREDIT VITICULTURE COURSE

### VEN 120 – Viticulture I

Studies grape vine training, pruning, trellising, shoot positioning, leaf pulling, and other cultural practices used in a successful vineyard. Examines canopy management as related to disease control. Researches sites and develops skills for disease abatement. Saturday lab hours will be scheduled.

62389 VEN TH 5/26-8/3 6:00PM-9:00PM  
159 LaChance 3 credits

## PVCC WINES OF THE WORLD CERTIFICATE PROGRAM

Are you a long-time wine enthusiast who wants to learn more about wine? Are you a wine industry professional looking to upgrade your knowledge and skills? PVCC now offers the Wines of the World Certificate Program.



Join countless other like-minded individuals in interactive classes delivered by industry professionals. Gain competence and confidence in selecting wines, expand your awareness of vintages and gain an appreciation for wine styles. Learn about wine tasting, grape varieties, wine regions of the world and viticulture practices. Food and wine pairing is another area of discussion. The emphasis of this program is to build confidence in the student's ability to deal with wines for either personal or professional reasons.

To earn the Wines of the World Certificate, students must successfully complete the following classes:

- An Introduction to Wines of the World
- France
- Italy
- Spain
- Germany, Austria, Portugal and other European Countries
- South Africa
- South America
- Australia and New Zealand
- The Pacific Northwest
- California, Virginia and Other U.S. Wines.

All classes are held from 6:30 – 9:00 PM at SIIPS Champagne and Wine Bar on the Downtown Mall in Charlottesville, VA. A separate wine charge of \$30.00 per night paid directly to SIIPS will apply.



## Viticulture & Enology Certificate Program REQUIREMENTS

### VITICULTURE CERTIFICATE REQUIREMENTS

- 1 Introduction to Viticulture
- 2 Vineyard Site Selection
- 3 Soil Preparation & Planting
- 4 Dormant Pruning
- 5 Pest Control
- 6 Canopy Management
- 7 Harvesting & Basic Analysis of the Must
- 8 Vine Grafting & Propagation
- 9 Vineyard Management (*Field Experience*) - Spring
- 10 Vineyard Management (*Field Experience*) - Fall

### ENOLOGY CERTIFICATE REQUIREMENTS

- 1 Introduction to Enology
- 2 Wine Analysis & Tasting
- 3 Winery Design & Equipment
- 4 Legal Issues in the Wine Industry
- 5 Marketing Wine
- 6 Fermentation & Racking
- 7 Harvesting & Basic Analysis of the Must
- 8 Wine Bottling
- 9 Sparkling Wine Making - Part 1
- 10 Sparkling Wine Making - Part 2

See class descriptions on pages 8 and 9.

## Apprenticeships in

- Cellar Worker
- Winemaker
- Vineyard Manager

Join the fastest growing industry in Virginia!



### The Apprenticeship Program

The growth in the wine industry in Virginia presents many opportunities for employment in local wineries. To meet the need for skilled personnel, Piedmont Virginia Community College developed apprenticeship programs for Cellar Worker, Winemaker and Vineyard Manager.

Apprenticeship programs are a combination of classroom learning and on-the-job training. At the completion of the program, the student is awarded a journeyman's card as a credential that is recognized throughout Virginia.

The apprenticeship programs are supported by the Virginia Wineries Association.

### Apprentice Programs for Cellar Worker, Winemaker & Vineyard Manager

The apprentice programs for Cellar Worker, Winemaker and Vineyard Manager train the student for a position as a cellar worker in any Virginia winery, progressing up to an assistant winemaker. Winemakers oversee the entire winemaking process.

Winemakers need to understand the complete operation of the vineyard and winery. They decide which grapes to grow and use, when to harvest them, how to blend different grapes to create the best flavor in a wine and when to bottle the wine. They may manage equipment purchases, work with suppliers and distributors, and hire and train staff.

Vineyard Managers must ensure that high-quality grapes are farmed. They must be accurate in collecting and evaluating information regarding yields, quality, nutrient and disease issues. The Vineyard Manager works closely with the Winemaker to make decisions about when to harvest and how to maintain the health of the vineyard.

Go to [www.pvcc.edu/workforceservices](http://www.pvcc.edu/workforceservices) to view the classes for these programs.

# EARN YOUR "MBA" ( MASTERS OF BEER APPRECIATION! )

Workforce Services is offering a new program on brewing beginning this summer. Similar to our popular viticulture and enology programs, you can spend a Saturday or a few evenings learning about your favorite beverage.

**Taught by local brewmasters**, you'll learn the ins and outs of how beer is made, the different styles and flavors of beer, the science of the brewing process and the layout and equipment needed for an efficient brewery operation.

**Visit local breweries and sample their products** while learning from the experts. These classes are designed for beer enthusiasts, home brewers, and anyone interested in brewing science and operations.

[See page 4 for details](#)

## Hundreds of Classes Under \$100

You don't have to spend a lot in order to learn a lot.

For under \$100, you can:

- learn Spanish
- train as a physical therapy aide
- forge a wall hook
- get paid to talk
- use Outlook more efficiently
- review bookkeeping
- practice Tai Chi
- learn to teach autistic children
- become certified in CPR
- improve your travel photographs
- create an Ikebana flower arrangement
- start an arts and crafts business

*And much more!*



# Online Learning - Summer 2009



## Online Workforce Training Programs:

For registration and pricing information please visit  
[www.GatlinEducation.com/piedmont](http://www.GatlinEducation.com/piedmont)

### Anywhere, anytime learning!

Gatlin Education Services, in partnership with Piedmont Virginia Community College, offers these online certificate programs:

#### BUSINESS AND PROFESSIONAL

- **Administrative Professional with Microsoft Certified Application Specialist (MCAS)**  
(240 Hours)
- **Administrative Professional w/ Microsoft Office Specialist**  
(240 Hours)
- **Certified Bookkeeper**  
(80 Hours)
- **Certified Global Business Professional**  
(400 Hours)
- **Certified Wedding Planner**  
(300 Hours)
- **Chartered Tax Professional**  
(180 Hours)
- **eBusiness**  
(200 Hours)
- **Emergency Management for First Responders**  
(300 Hours)
- **Help Desk Analyst: Tier 1 Support Specialist**  
(80 Hours)
- **Lean Mastery**  
(60 Hours)
- **Management for IT Professionals**  
(390 Hours)
- **Management Training**  
(360 Hours)

#### HEALTHCARE AND FITNESS

- **Administrative Dental Assistant**  
(150 Hours)
- **Administrative Medical Spec. w/ Medical Billing & Coding**  
(300 Hours)
- **HIPAA Compliance (4 user licenses)**  
(12 Hours)
- **Human Resources for Healthcare Professionals**  
(80 Hours)
- **ICD-10 Medical Coding: Preparation for Implementation**  
(200 Hours)
- **Medical Billing and Coding**  
(240 Hours)
- **Medical Transcription**  
(240 Hours)

- **Nutrition for Optimal Health, Wellness, and Sport**  
(200 Hours)
- **Personal Fitness Trainer**  
(150 Hours)
- **Personal Training & Exercise Training for Older Adults**  
(260 Hours)
- **Pharmacy Technician**  
(240 Hours)
- **Veterinary Assistant**  
(240 Hours)
- **Women's Exercise Training and Wellness**  
(200 Hours)

#### IT AND SOFTWARE DEVELOPMENT

- **.NET Training**  
(177 Hours)
- **AutoCAD 2007**  
(150 Hours)
- **AutoCAD 2009**  
(150 Hours)
- **Cisco® CCENT® Certification Training**  
(70 Hours)
- **Cisco® CCNA® Certification Training**  
(100 Hours)
- **CompTIA™ A+ Certification Training**  
(320 Hours)
- **Comp TIA™ Network+/Server+ Certification Training**  
(80 Hours)
- **Comp TIA™ Security+ Certification Training**  
(120 Hours)
- **Forensic Computer Examiner**  
(150 Hours)
- **Help Desk Analyst: Tier 1 Support Specialist**  
(80 Hours)
- **Microsoft Certified Application Specialist (MCAS)**  
(120 Hours)
- **Microsoft Certified Desktop Support Technician (MCDST)**  
(200 Hours)
- **Microsoft Certified System Administrator 2003 (MCSA)**  
(440 Hours)
- **Microsoft Certified System Administrator Plus 2003 (MCSA+)**  
(340 Hours)
- **Microsoft Certified System Engineer 2003 (MCSE)**  
(700 Hours)
- **Microsoft Certified Technology Spec. SQL Server 2005 (MCTS)**  
(480 Hours)
- **Pay Per Click Marketing**  
(150 Hours)

- **RFID (Radio Frequency Identification) on the Web™**  
(70 Hours)
- **Search Engine Marketing**  
(250 Hours)
- **Search Engine Optimization**  
(150 Hours)

#### MEDIA AND DESIGN

- **3ds max**  
(580 Hours)
- **Business Marketing Design**  
(240 Hours)
- **Digital Arts Certificate**  
(225 Hours)
- **Graphic Design**  
(80 Hours)
- **Interior Design**  
(350 Hours)
- **Multimedia Design**  
(225 Hours)
- **Video Game Art**  
(300 Hours)
- **Video Game Design and Development**  
(500 Hours)
- **Web Database Developer**  
(267 Hours)
- **Webmaster**  
(150 Hours)
- **Website Design**  
(225 Hours)

#### SKILLED TRADES AND INDUSTRIAL

- **Chemical Plant Operations**  
(400 Hours)
- **Freight Broker/Agent Training**  
(150 Hours)
- **Home Inspection**  
(200 Hours)
- **HVAC Technician**  
(320 Hours)
- **Modern Automotive Service Technician**  
(380 Hours)
- **Oil Refinery Operations**  
(400 Hours)
- **Paper Mill Operations**  
(400 Hours)
- **Power Plant Operations**  
(400 Hours)
- **Pulp Mill Operations**  
(400 Hours)

# Online Learning - Summer 2009



Learn More

[www.ed2go.com/piedmont](http://www.ed2go.com/piedmont)

A new section of every course will begin on  
May 20, June 17, July 15, Aug 19

Most Courses  
are only  
**\$95**

## BUSINESS

### Accounting Fundamentals

Learn the basics of double-entry bookkeeping, financial reporting and more.

### Administrative Assistant Fundamentals

Prepare to become part of an office team.

### Building Teams That Work

Learn the secrets of dynamic team building, states of development and unhealthy group interaction.

### Fundamentals of Supervision and Management

Learn the people skills to motivate and delegate, problem solve, and resolve conflicts.

### Leadership

Learn about leadership qualities, responsibilities, self-assessment, team-building, communication, and coaching.

### Introduction to QuickBooks 2009

**NEW**

Gain control over the financial aspects of your business

### Intro to Peachtree Accounting

Set up vendors, customers and inventory items then record sales, bills paid, and payments collected.

### PMP Certification Prep (two courses)

Prepare to take the PMP certification exam. (\$110 each)

### Project Management Fundamentals

Gain the skills you'll need to succeed in the fast-growing field of project management.

## DIGITAL PHOTOGRAPHY & GRAPHICS

### Intro to Illustrator CS3

Draw and trace with the Pen tool, use the new Recolor Artwork command, use color and interesting type.

### Introduction to Photoshop

Learn the basics of using Adobe Photoshop to create images and edit photos.

### Introduction to Adobe InDesign CS3

**NEW**

Create letterhead, business cards, brochures and PDF files.

### Photographing Nature with Your Digital Camera

**NEW**

Learn to take stunning photos of landscapes, flowers, animals and more.

### Photoshop Elements for the Digital Photographer

Learn to edit digital images to bring out the best in your photographs.

## GRANT WRITING/NONPROFITS

### A to Z Grantwriting

Learn how to develop relationships with potential funding sources, organize campaigns and prepare proposals.

### Get Grants!

Learn how to develop successful, fundable grants from experts in the field.

### Introduction to Nonprofit Management

Develop the skills you need to become an integral part of one of the fastest growing service sectors.

### Marketing Your Nonprofit

Learn to compete more effectively for members, media attention, donors, clients and volunteers.

### Writing Effective Grant Proposals

Learn to prepare grant proposals that get solid results for your favorite organization or charity.

## HEALTH CARE

### Become a Physical Therapy Aide

Join one of the fastest growing jobs in the U.S. Learn about the body, specific disorders, treatments, plus legal and ethical issues.

### Become an Optical Assistant

Help people select the right eyeglass frames, learn about the eye and its conditions, plus various locations to work in this field.

### Certificate in Bioenergy and Spiritual Healing

Study current issues, emerging trends, spiritual and religious values, healing techniques, and the impact of beliefs on healing.

### HIPAA Compliance

Learn how to comply with the duties, rights, and responsibilities of HIPAA.

### Medical Terminology: A Word Association Approach

Prepare for a career in the health services industry by learning medical terminology in a memorable fashion.

## LANGUAGES

### Conversational Japanese

**NEW**

Designed for travelers and beginners, master the basics of conversational Japanese.

### Speed Spanish

Six easy recipes to learn conversational Spanish.

## PERSONAL FINANCE

### Debt Elimination Techniques That Work

Learn specific, powerful, and proven strategies to get completely out of debt and live a stress-free lifestyle.

### Real Estate Investing

Build and protect your wealth by investing in real estate.

### Real Estate Investing II: Financing Your Property

Learn to perform a financial analysis on real estate investments so you can create cash flow, invest for retirement or build wealth.

## TEACHER TRAINING

### Response to Intervention: Reading Strategies that Work

Help the struggling readers in your classroom by learning a variety of response to intervention (RTI) strategies.

### Singapore Math Strategies:

#### Model Drawing for Grades 1-6

This strategy gives word problems a visual context so your students can start to enjoy math. Learn 7 steps to use to solve 80% of word problems.

#### Teaching Writing: Grades 4-6

Develop engaging lessons for different writing applications. Explore the benefits of writing across curriculum, organization, and effective assessment.

#### Teaching Students with Autism: Strategies for Success

Understand how the brain is wired, help your students turn challenges into opportunities.

#### Creating a Classroom Web Site

**NEW**

Build a site with text, images, animations, tables and links.

## WEB DESIGN

### Creating Web Pages

Learn the basics of HTML so you can design, create and post your very own site on the Web.

### Introduction to Ruby Programming

**NEW**

Create an interactive Web blog that allows visitors to register and post articles and comments.

### Introduction to Visual Basic 2008

**NEW**

Create Windows applications using this programming language.

## Leadership and Supervision Certificate - Online

Complete the four required courses plus two electives to receive a Certificate in Leadership and Supervision. All courses are offered online and are instructor-facilitated. New sections begin each month and run for six weeks. Most courses are only \$95.

For more information, go to  
[www.ed2go.com/piedmont](http://www.ed2go.com/piedmont)

### Required courses:

- Fundamentals of Supervision and Management
- Fundamentals of Supervision and Management II
- Building Teams That Work
- Leadership

### Elective courses (select 2):

- Project Management Fundamentals
- Interpersonal Communication
- Achieving Success with Difficult People
- Communicating Like a Leader
- Effective Business Writing

# Online Learning - Summer 2009

## Spanish for your Workplace Online and only \$99!

[www.pvcc.edu/workforceservices](http://www.pvcc.edu/workforceservices)



### These Spanish courses are available online through Command Spanish:

- |                            |                          |                   |
|----------------------------|--------------------------|-------------------|
| Community                  | Hospital Nurses          | Physicians        |
| Construction Supervisors   | Law Enforcement Officers | Real Estate Sales |
| Dental Hygenists           | Library Personnel        | Retail            |
| Dentists                   | Medical Office Nursing   | School Teachers   |
| Emergency Medical Services | Pharmacy Personnel       | Workplace         |
| Financial Institutions     |                          |                   |



### These Spanish courses are available online through Pronto Spanish:

- |                   |                 |                                  |
|-------------------|-----------------|----------------------------------|
| Banking           | Food Service    | Manufacturing                    |
| Construction      | Healthcare      | Public Safety Officer            |
| Educators         | Hospitality     | Social Services                  |
| EMTs & Paramedics | Human Resources | Warehouse & Distribution Centers |
| Firefighters      | Law Enforcement |                                  |

## Construction Classes Online!

[www.pvcc.edu/workforceservices](http://www.pvcc.edu/workforceservices)

### AGC Supervisory Training Program ..... Jun 29-Sept 5

- Accident Prevention and Loss Control
- Construction Productivity Improvement
- General and Specialty Contractor Dynamics •
- Project Management for Construction Supervisors

\$399 per class (45 hrs. of instruction).

Students must purchase the text from AGC.

### Estimating, Math, Blueprint Reading..... June 29-Sept 5

- Construction Blueprint Reading
- Construction Materials and Processes
- Estimating and Bidding I
- Estimating and Bidding II
- Essential Construction Math
- Introduction to Construction Estimating

\$499 per class (45 hrs. of instruction) which includes the book.

### Green Building Classes..... June 29-Sept 6

- Building Green Buildings: The Contractor's Perspective
- Fundamentals of Green Building Design & Construction
- LEED for New Construction: Applying the Guidelines

\$499 per class (45 hrs. of instruction) which includes the book.

# Noncredit Registration Options...



**ONLINE:** Shopping Cart: **NEW**  
www.pvcc.edu/WFSRegistration



**MAIL:** Complete the form located below and mail it with your check, money order (payable to PVCC) or credit card information to:

**WORKFORCE SERVICES**  
Piedmont Virginia Community College  
501 College Drive  
Charlottesville, VA 22902



**FAX:** Fax registration form with credit card information to 434.961.5270. MC/Visa only.



**PHONE:** Call **434.961.5354** or e-mail us at **workforce@pvcc.edu** with your ID number and your courses and we'll register you.



**IN PERSON:** Bring your registration form and payment to Workforce Services in Room 617 of the Main Building

Noncredit courses cannot be used to fulfill credit or degree requirements. For further information, contact Workforce Services at 434.961.5354 or workforce@pvcc.edu.

## Registration Form for Noncredit Classes

(for Division of Workforce Services courses only.)

PLEASE PRINT

Form also available at [http://www.pvcc.edu/instructional\\_divisions/workforce\\_services/registration\\_form.htm](http://www.pvcc.edu/instructional_divisions/workforce_services/registration_form.htm)

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_ Apt.# \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zipcode \_\_\_\_\_

Social Security #: \_\_\_\_\_ E-mail Address \_\_\_\_\_  
(Required for enrollment confirmation)

May we contact you by e-mail about future classes?  Yes  No

Are you a U.S. Citizen?  Yes  No If no, what is your country of citizenship? \_\_\_\_\_

What is your current immigration status with the U.S.?  Not in U.S.—I am requesting visa status.  Currently in U.S.  
Permanent Status:  Resident alien  Asylee Refugee  A# \_\_\_\_\_

Have you ever applied to any Virginia Community College?  Yes  No

If you have a VCCS EMPL ID, please provide it: \_\_\_\_\_

Class No.	Date	Course Title	Fee

Is your employer paying for this class? \_\_\_\_\_ Name of Employer \_\_\_\_\_ TOTAL \$ \_\_\_\_\_

Method of payment:  Check  Money Order  Visa  MasterCard  Bill employer (Attach purchase order or letter of authorization.)

Card No.: \_\_\_\_\_ Exp. Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_

**MAIL OR FAX COMPLETED REGISTRATION TO:**  
Piedmont Virginia Community College  
Attn: Workforce Services  
501 College Drive  
Charlottesville, VA 22902  
434.961.5270 (fax)

**CANCELLATIONS**  
Workforce Services reserves the right to cancel any course.

**REFUNDS**  
Participants must withdraw from a class at least (5) business days before that class is scheduled to begin to receive a full refund. No refunds will be provided after this time. However, you may send another participant in your place. (PVCC ID number must be provided to us).

Refund requests must be made in writing by mail, fax or E-mail (include your name, PVCC ID number, course title, and reason for refund). Refunds are processed by the State Treasury in Richmond and may take 3-6 weeks to process.

**PAYMENT IS DUE AT THE TIME OF REGISTRATION.**

# INTRODUCING our new shopping cart for noncredit courses at PVCC!

Browse our catalog,  
pick your courses  
and make your payment with  
our online shopping cart at

[www.pvcc.edu/WFSRegistration](http://www.pvcc.edu/WFSRegistration)



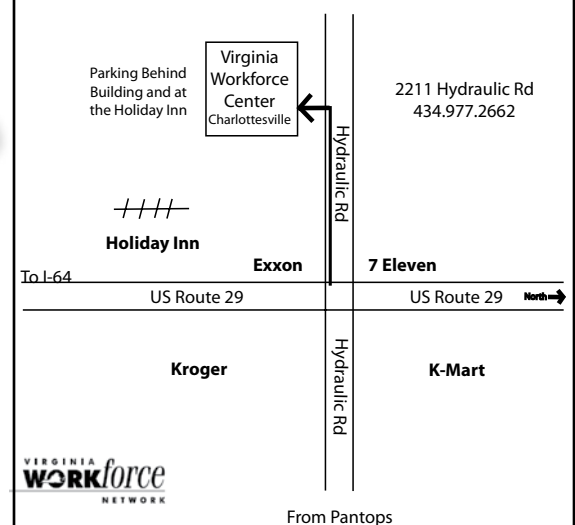
## Summer Hours at PVCC

May 25 to August 7

Monday to Thursday  
8 a.m. to 6 p.m.

Closed on  
Fridays, Saturdays & Sundays

### VIRGINIA WORKFORCE CENTER (ONE STOP) IN CHARLOTTESVILLE



434.977.2662

# Stay-cation?

**Taking time off from work to spend at home enjoying your local area?**

If you're planning a staycation this summer, we have some suggestions:

- Improve your digital photographs with our Travel Photography, Portrait Photography, or Nature Photography classes
- Learn a new language: we have Spanish and Japanese online
- Help your aching back with Tai Chi
- Discover the different styles and flavors of beer
- Learn new tips for using Outlook more effectively
- Make a bench or bookcase for your home
- Research your family tree
- Forge a candlestick or coat rack
- Create a family newsletter using Publisher
- Get your contractor's license and start a business
- Learn CPR and save a life
- Start a new career as a Certified Nursing Assistant
- Sample wines of the world

See Next Section for PVCC Credit Classes! →