NONCREDIT PROGRAMS

Advance in your field, distinguish your achievement level, or prepare for industry-recognized certifications. Enrich your life with arts, language, personal finance, and self-paced online courses. (New this Spring: Beekeeping in the Tropics!)

Visit www.outreach.hawaii.edu/noncredit/courses for details about Summer and our Fall professional programs.

We can also bring training to your workplace. Please feel free to contact us. We are happy to answer questions and consider adding new courses if you don’t find them here. If you received this brochure in a USPS “Every Door Direct” mailing, let us know if you’d like to be added to our regular mailing list.

QUESTIONS?

We’d love to hear from you.
Paulette Feeney
noncred@hawaii.edu
(808) 956-8244

Friend us on Facebook:
University of Hawai‘i at Manoa Outreach College Noncredit Programs

PACIFIC NEW MEDIA

Pacific New Media (PNM) presents a comprehensive program of seminars, talks, and short intensive workshops on film/video, photography, and digital media. Workshops feature both prominent local and mainland professionals who share their expertise and insight, inspiring new ways of thinking as they guide you in upgrading your skills.

PNM offers three certificate programs: in web design, digital imaging, and social media. All three balance creativity with technology—join these programs to gain the skills required by these dynamic fields. For more information and to apply for a certificate program, email Pacific New Media at pnm@hawaii.edu or visit our website at www.outreach.hawaii.edu/pnm.

If you are, or your company is, interested in acquiring skills in a specific multimedia program or concept, contact Pacific New Media at (808) 956-3422 to discuss the development of an appropriate workshop.

Join our classes to gain the information and inspiration you need to explore our rapidly changing digital environment, and participate in shaping our digital future.

For workshop updates, check our website at www.outreach.hawaii.edu/pnm or our blog at PacificNewMedia.org. If you’d like to receive our newsletter, please send your email to pnm@hawaii.edu.

If you can’t make it to a class, contact us about using Skype or another method to sit in on the session from a distance.

PNM STUDENTS QUALIFY FOR DISCOUNTS ON SELECTED SOFTWARE THROUGH THE UH BOOKSTORE—COME TO CAMPUS CENTER AND CHECK IT OUT.
### GENERAL INFORMATION

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introductions</td>
<td>2</td>
</tr>
<tr>
<td>Registration Information and Form</td>
<td>18-19</td>
</tr>
<tr>
<td>Financial Support and Services</td>
<td>18</td>
</tr>
<tr>
<td>Disability Access</td>
<td>18</td>
</tr>
<tr>
<td>Campus Map</td>
<td>19</td>
</tr>
</tbody>
</table>

### PACIFIC NEW MEDIA

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pacific New Media Calendar</td>
<td>10-11</td>
</tr>
<tr>
<td>Public Talks</td>
<td>3</td>
</tr>
<tr>
<td>Creative Foundations</td>
<td>4</td>
</tr>
<tr>
<td>Social Media</td>
<td>5</td>
</tr>
<tr>
<td>Web/Mobile Design</td>
<td>6</td>
</tr>
<tr>
<td>Digital Imaging and Graphic Design</td>
<td>7</td>
</tr>
<tr>
<td>Photography</td>
<td>8-9</td>
</tr>
<tr>
<td>Film/Video/Multimedia</td>
<td>9</td>
</tr>
</tbody>
</table>

### NONCREDIT PROGRAMS

#### BUSINESS AND PROFESSIONAL DEVELOPMENT

- Art of Leadership Certificate Program     | 12   |
- Business Analysis                         | 12   |
- Business Process Improvement Certificate  | 13   |
- Certificate in Community Interpreting     | 13   |
- Communication and Dispute Prevention Series | 14 |
- Certificate in Project Management         | 14   |
- Energy Efficiency for Commercial Buildings | 15   |
- Human Resource Management                 | 15   |

#### PERSONAL ENRICHMENT

- Art                                       | 15   |
- Dance                                     | 15   |
- Music                                     | 15   |
- Field Schools, Agriculture                | 15   |
- Language                                  | 16-17|
- Online Learning                           | 17   |
- Personal Finance                          | 17   |

### PUBLIC TALKS

**Thresholds 2016: Solo Shows by Emerging Photographers**  
*Sponsored by Pacific New Media*  
**THURSDAY, FEBRUARY 4, 7PM • UHM KRAUSS 12**  
Leslie Gleim and Jon Shimizu, recipients of PNM’s first annual solo shows of emerging photographers, show and discuss their bodies of work. PNM is proud to present ongoing work by photographers who are part of the PNM community.

**Behind the Scenes in American Politics with Photographer PF Bentley**  
**THURSDAY, FEBRUARY 18, 7PM**  
**UHM ART AUDITORIUM**  
Take a journey into the drama of back rooms and experience the personal side of American Politics with five-time Picture of the Year award-winning former *TIME* Magazine photojournalist PF Bentley. Bentley tells the stories behind some of the most telling political images of our generation and what he had to do to get “inside” the tightly closed doors of The White House, Capitol Hill and Presidential Campaigns.

**An Evening with Photographer Hanson Fong**  
**FRIDAY, APRIL 22, 7PM**  
**UHM ART AUDITORIUM**  
Hanson shares his simple techniques on photographing people under any lighting situation. He also discusses how to get the most out of your equipment.

Hanson Fong is globally recognized as one of the premier wedding and portrait photographers in the industry today. He is a member of the prestigious and world-renowned Society of XXV as well as Canon’s Explorers of Light.

**Cosponsored by Canon USA**

### PHOTO CRITIQUES

**THURSDAYS, FEBRUARY 11 AND APRIL 14**  
**7PM, UHM KRAUSS 12**  
PNM’s ongoing response and critique sessions. Bring 8-10 examples of your work, either on a thumb drive or in print form.
Creative Foundations

MAC BASICS: LEARNING THE INTERFACE
An introductory session on the Mac desktop and the fundamental interface of software programs, including Adobe's Creative Suite. If you are unfamiliar with the Mac desktop or not comfortable on computers, this session is designed to help you keep up with hands-on computer classes.

Instructor: David Ulrich  
Saturday, January 16 •  
9am-12pm • UHM Sakamaki C104 •  
$30 • L14152

VISUAL LITERACY 101
We are immersed, more than any other time throughout history, in visual language, yet few of us stop to consider exactly how it functions. Visual Literacy 101 is for anyone interested in developing his or her ability to unlock the meaning of images. Learning to see, read and navigate visual images gives us advantages in work and life, as well as intensifying our engagement with art and the greater world around us. Whether you’re already working in the visual arts or you’re simply looking to enrich your visual vocabulary, Visual Literacy 101 is a workshop designed to help you get the most out of your visual experience.

Instructor: Calvin Collins  
Saturday, April 23 • 9am-12pm  
UHM Sakamaki C101 • $50 • L14164

MASTER YOUR IPAD
Learn to use all the apps that your iPad comes with, how to download and use a few essential apps, and how to use the iPad at home, for travel, at work, and with your family! This is for novice and casual users but advanced users are welcome! The workshop covers the new generation iPads (with a camera). Please go to http://appleid.apple.com and sign up for an Apple ID prior to the workshop. Downloading and installing the latest iOS version is recommended.

Instructor: Ross Egloria  
Saturday, February 20 • 9am-12pm  
UHM Sakamaki C102 • $50 • L14165

INTELLECTUAL PROPERTY ISSUES FOR CONTENT CREATORS
An overview of intellectual property issues facing content creators, including designers of audio and visual content (offline and online). Legal areas to be covered include copyright, branding, trademark, right of publicity/privacy, trade secret/idea theft, fair use and advertising legal issues. U.S. law is the primary focus. Examples are presented to aid understanding of the practical implications of such legal issues in visual arts and web design. This workshop provides a basic introduction so that content creators are alert to areas of high risk, and can work more effectively with legal counsel to assess and reduce that risk.

Instructor: Mericia Palma Elmore  
Saturday, March 5 • 9am-12pm  
UHM Krauss 12 • $50 • L14166

STARTUP 101
This hands-on workshop introduces and simulates the startup experience. Learn about customer validation, product development and startup building blocks to help understand the challenges and the mechanics of launching a startup. Founder teams will be formed to develop your product or service ideas. Discussion includes Design Thinking, Lean Startup principles, business model canvas, entity formation, stock options, Intellectual Property (IP), financing options and case studies.

Instructor: Robert Nakata  
Wednesdays and Fridays,  
January 13 - April 15 • 12-1:30pm  
UHM Lab (Building 37)  
$75 (Free for UHM undergraduates)  
L14170
INTRODUCTION TO SOCIAL MEDIA
What is social media? Why is everyone saying it’s revolutionized communication? Who is really using these tools and what are practical uses for our life and business? This is a great introduction if you’re just starting out or curious whether social media is right for you or your business. Included are case-studies of businesses using social media, and stats on social media usage for marketing.

Instructors: Shelley Simpson and Amanda Tompkins
Saturday, February 6 • 9am-12pm
UHM Sakamaki C102 • $50 • L14168

SOCIAL MEDIA BEST PRACTICES
Social media is intended to be both holistic and strategic. Who you follow, how you converse, what content you share, all tell a story of who you are as a company. Through a tour of best practices for each profile - Facebook, Twitter, Instagram, LinkedIn, and YouTube - you leave with a better understanding of the latest trends, etiquette, what it looks like to “do social media right”, and why the details matter.

PREREQUISITE: a basic understanding of social media.
Instructor: Gwen Woltz
Saturday, February 27 • 9am-12pm
UHM Sakamaki C102 • $50 • L14194

SOCIAL MEDIA FOR NonProfits
NonProfits today use social media for communications, advocacy, fundraising and more. Learn why campaigns go viral, how to succeed by showing up, the power of the “social” relationship, what constitutes a perfect post, storytelling over pitch, the do’s and don’ts of asking for money on social, creating a volunteer garden, organic vs paid visibility, how to do a lot with a little, best social platforms and listening tools, and metrics you should be watching and how to find them. This is a class designed for beginner to intermediate social media users, and for business application.

Instructor: Karen Weikert
Saturday, April 2 • 9am-12pm
UHM Sakamaki C101 • $50 • L14169

SEO ESSENTIALS
9am - Introduction to Web Technology
An introduction to web technology providing terms and concepts which provide the foundation for marketing on the web. Learn how common buzzwords (Protocol/Domain Names/Servers/Browser/HTML, etc) tie together and walk through a quick history of where the web has come and where it is going.

10:30am - Search Engine Fundamentals: What to know to grow your business online
One of Pacific New Media’s most popular classes is back for one session only! Learn from #1 Google ranked “Search Engine Optimization Expert” on how to position your website for success in the search engines.

12:30-1:30PM LUNCH

1:30pm - Technical SEO: Nuts & bolts of increasing your website’s visibility
While geared to a more technical crowd, this is also great for anyone looking to understand SEO terms they can discuss with their IT and marketing personnel. This session explores content infrastructure & architecture best practices, terms to know and secrets for increased visibility in the search engines.

2:30pm - SEO KPIs: Telling the story of online marketing success
Are you looking to better understand what drives success online. In this seminar we work backwards from revenue to tactics telling a visual story of web marketing while discussing which KPI’s hold the key for unlocking profitability.

Instructor: Rob Bertholf
Saturday, March 5 • 9am-4pm
UHM Sakamaki C101 • $125 • L14185 • $200 if taken with Social Media Marketing Essentials • L14206

SOCIAL MEDIA MARKETING ESSENTIALS
9am - 7 Layers of Content: A strategic content framework
Explore all of the current marketing disciplines which drive results. This session provides a high level framework including content strategy, content infrastructure, content architecture, content production, content marketing, content validation and content analysis. Leave with a new perspective on how various marketing disciplines from online to offline play in gaining visibility, building authority and driving revenue.

11am - Social Media Marketing: Intro & Strategy
Learn how to create a results-driven social media strategy for your business or organization. Learn techniques to turn social media sites and profiles into legitimate marketing tools. Discover which social networking sites are appropriate for reaching your target audience, as well as how to craft appropriate assignments to increase engagement and advocacy.

12:30-1:30PM LUNCH

2pm - Social Media Marketing: Tactics & Measurement
With your social marketing objectives identified and a solid social strategy in place, it’s time to define and implement your strategy via actionable social marketing tactics. Learn first-hand how to identify and execute these key tactics and go through the process of implementing a measurable social marketing plan for your project or business.

Instructor: Rob Bertholf
Sunday, March 6 • 9am-4pm
UHM Sakamaki C101 • $125 • L14184
$200 if taken with SEO Essentials • L14206

FOR COMPUTER WORKSHOPS
- Introductory computer skills with limited experience.
- Ability to easily navigate the Macintosh environment.

To receive workshop updates and other information, send your email address to pnm@hawaii.edu

Classroom temperatures vary so we recommend bringing a sweater or jacket. For all day classes, especially on weekends, we recommend bringing a brown bag lunch.
Web/Mobile Design

THE BIG PICTURE: AN INTRO TO THE WEB DESIGN PROCESS
What skills and knowledge do you need to create a new web page or to maintain an existing website? What possibilities exist to improve your pages or to add major new features? The very breadth of subjects and issues can be daunting for novice or prospective web designers. This workshop helps by providing a general overview of the web design process. You can see where the pieces of the web design puzzle fit together and discover which tools and information you need to build better websites.

Instructor: Colin Macdonald
Saturday, January 23 • 9am-12pm
UHM Krauss 12 • $50 • L14153

BUILDING WEBSITES

WEB DESIGN 1 – HTML AND CSS
THIS COURSE IS THE FIRST IN A SERIES OF HOW TO BUILD WEBSITES FROM SCRATCH.
While we have seen many different add-ons to HTML (Hypertext Markup Language) in recent years, it still remains a core building block of any website design project. CSS (Cascading Style Sheets) has rapidly become the industry standard to apply style to HTML documents. In this session, learn the basics of both HTML and CSS to create visually attractive and well organized sites.

Instructor: Morgan Nixon
Saturday & Sunday, April 16-17 9am-4pm • UHM Sakamaki C104 $250 • L14162

WEB DESIGN 2 – WORKFLOW
THIS COURSE IS THE SECOND IN A SERIES OF HOW TO BUILD WEBSITES FROM SCRATCH.
The web is changing quickly and to keep pace, we must adapt our workflow and process. As the need for websites that work well across a myriad of mobile devices has become a necessity, the way we design and prototype websites has changed. No longer is a static-width Photoshop comp an adequate design deliverable. This course serves as a one-day crash course discussing best practices in a modern web design and development process.

Instructor: Morgan Nixon
Saturday, May 7 • 9am-4pm
UHM Sakamaki C104 • $135 • L14163

WORDPRESS SERIES

INTRODUCTION TO WORDPRESS
Go step-by-step through the process of setting up and managing WordPress, the world’s most popular web authoring platform. You are guided through WordPress essentials including writing posts and pages, adding videos, pictures, and other multimedia, customizing appearance using themes, and installing and managing plug-ins. Discussion includes methods to optimize your blog for search engines, strategies on how to organize your content, and how WordPress can be more than just a blogging platform.

Instructor: Darrell Kim
Saturday, February 20 • 9am-4pm
UHM Sakamaki C104 • $135 • L14158

INTERMEDIATE WORDPRESS
Go beyond the basic installation of WordPress, and explore how to customize the popular publishing platform. Discussion includes how to set-up your URL namespace for maximum search engine optimization, how to create customized dropdown menus and navigation structures, as well as setting up a contact form that can email you. Learn how to configure WordPress as a business website incorporating responsive web design. Walk through options for backing up and maintaining your WordPress site.

Instructor: Darrell Kim
Saturday, March 12 • 9am-4pm
UHM Sakamaki C104 • $135 • L14159

PRACTICAL WORDPRESS: WAY BEYOND THE BASICS
WordPress has emerged as one of the most popular, powerful and flexible open source web publishing frameworks today. Learn tools and best-practices for building, customizing, and maintaining self-hosted WordPress-based websites. Topics include content creation, theme selection/configuration/customization and extending functionality through plugins including social media integration, search engine optimization and collecting data with web forms. Discover solutions addressing complex business use cases such as running an online store, managing paid memberships and multiple language support.

Instructor: John LeBlanc
Thursday, April 28 • 6-9pm
UHM Sakamaki C104 • $60 • L14161

WORDPRESS: SITE IN A DAY
In this all-day intensive course, students build a functional and sustainable self-hosted WordPress website from the ground up. Choose from an assortment of commercial themes specifically suited for many different types of sites: Corporate Identity, Personal Brand, E-Commerce, Product Service Showcase, Community Portal, Local Establishment and Artist Portfolio. Then go through the process of creating your site under the guidance of an veteran WordPress developer. Learn how to evaluate and integrate plugins for added functionality and integration with existing web services. More info and themes to choose on PNM website.

PREREQUISITE: Introduction to WordPress or equivalent experience

Instructor: John LeBlanc
Saturday, May 14 • 9am-4pm
UHM Sakamaki C104 • $135 • L14160

ADVANCED TOPICS

NEW EXPERIENCE DESIGN FOR MOBILE
Designing for the mobile web can be a daunting task with the multitude of devices out there. This session explores effective ways to design for the mobile web. We’ll take a look at how to think about mobile design while keeping in mind modularity and performance. We’ll also take a look at prototyping software, development tools, and trends in the design space that help to enhance how users interact with your work.

Instructor: Charles Ka’a Kihe
Saturday, April 2 • 9am-4pm
UHM Sakamaki C104 $135 • L14196

Check online for Greg Rewis’ workshop and for Intermediate HTML/CSS workshop.
www.outreach.hawaii.edu/pnm
Digital Imaging and Graphic Design

DESIGN FUNDAMENTALS
Knowledge of the fundamental principles of design is essential to communicating effectively whether you’re designing a website, brochure, or advertisement. Explore the fundamentals of design through the introduction of basic design elements (line, shape, texture, space, value) and principles (balance, unity, contrast). A brief history of typography and color theory is also presented. The course introduces design conceptually and practically for beginners and provides a review for seasoned practitioners.

Instructor: Dan Doerner
Saturday, January 30 • 9am-1pm
UHM Sakamaki C104 • $80 • L14154

DIGITAL DESIGN WITH PHOTOSHOP, ILLUSTRATOR, AND INDESIGN
Learn to design with these amazing programs from Adobe’s Creative Suite. Learn page layout and typography with Adobe InDesign. With Adobe Illustrator, see how to create dynamic graphics and typography with Adobe InDesign. With Adobe Photoshop, learn the tools to produce perfect images that make your design stand out. Learn, hands-on, with real design projects, plus tips and tricks to help you along. Learn to accurately assemble type and images for all your design projects, and how to properly produce files for final output.

Instructor: Dan Doerner
Saturday & Sunday, March 5-6
9am-4pm • UHM Sakamaki C104
$250 • L14171

INTERMEDIATE ILLUSTRATOR: THE NEXT STEP
This 4-hour half-day session offers a comprehensive understanding of the Illustrator (AI) program interface, design tools, and workflow to output Illustrator documents for various end uses. Areas covered include deeper level AI program interface, in-depth exploration of how to use AI for web, advanced layers, masks, and deeper practice with the bezier curve tool (Pen Tool). Understanding vector graphics and drawing tools, advanced gradients, working with groups and layers, advanced pathfinder, live trace raster-to-vector conversions.

PREREQUISITE: Introduction to Adobe Illustrator or equivalent experience.

Instructor: Jesse Kline
Saturday, March 19 • 9am-1pm
UHM Sakamaki C104 • $80 • L14174

AN INTRODUCTION TO ADOBE INDESIGN
Even if you’ve never used a page layout program, this class helps you get up to speed with InDesign. This workshop is especially valuable for graphic designers, art directors, graphic production professionals, and service providers. Discover how to:
- Set up new documents
- Create and style text
- Import text from Microsoft Word
- Import placed graphics
- Output for print and PDF

Instructor: Sandee Cohen
Saturday & Sunday, April 23-24
9am-4pm • UHM Sakamaki C104
$250 • L14175

INTRODUCTION TO LIGHTROOM
Adobe Photoshop Lightroom was designed specifically for photographers to address their real-world needs for a comprehensive photographic workflow. Learn how to create an easy, efficient, and repeatable digital workflow and use the power of Lightroom to organize, edit, enhance, present and print your images. Focus is to get you started in Lightroom so that you can use it immediately.

OPTIONAL: Bring a 1-3TB external hard drive that is formatted for a MAC.

Instructor: Chase Norton
Saturday, February 13 • 9am-4pm
UHM Sakamaki C104 • $135 • L14177

INTRODUCTION TO PHOTOSHOP
Explore the full range of Photoshop’s features. Learn the procedures, and tools needed to create, edit, and manipulate digital images. Topics include file size and resolution, use and management of layers and image adjustments, color and tonal correction, non-destructive editing, multiple selection tools, image manipulation, perspective control, compositing images, basic retouching, and an introduction to channels and masks. No prior experience in Photoshop is necessary, though some familiarity is helpful.

Instructor: David Ulrich
Saturday & Sunday, February 27-28 • 9am-4pm
UHM Sakamaki C104 • $250 • L14176

FOR COMPUTER WORKSHOPS
- Introductory computer skills with limited experience.
- Ability to easily navigate the Macintosh environment.

To receive workshop updates and other information, send your email address to pnm@hawaii.edu

Classroom temperatures vary so we recommend bringing a sweater or jacket.
For all day classes, especially on weekends, we recommend bringing a brown bag lunch.

Instructor: Bill Morrison
Sunday, January 31 • 9am-4pm
UHM Sakamaki C104 • $135 • L14155

SRING 2016 • UHM Outreach College Pacific New Media 7
Photography

DIGITAL PHOTOGRAPHY BASICS
Explore all aspects of making digital images, from creative camera use through post-processing images. Gain an understanding of digital photography concepts, including composition, depth of field, aperture, shutter speed, and camera settings. Review camera types, resolution needs, image size and quality, file formats, ISO settings, exposure controls, color correction, white point balance, and manual shooting modes. Learn to see with a camera.

Instructor: David Ulrich
Saturday, January 23 • 9am-4pm
UHM Sakamaki C104 • $120 • L14156

THE ART OF THE FRAME
Explore the range of visual elements within the frame: composition, light, color, rhythm, and content. Learn to integrate these principles into your images and take much better photos. In this enjoyable and inspiring session, we view and evaluate a wide range of masterful photographs. Then we review and discuss your images so that you can begin to take your work to the next level.

Please bring 8-10 examples of your work on a thumb drive.
Instructor: Tracy Wright Corvo
Wednesday, February 3 • 6-9pm
UHM Sakamaki C102 • $50 • L14167

KNOW YOUR CAMERA 1: INTRODUCTION TO PHOTOGRAPHY TECHNIQUES
Study basic techniques for digital photographic systems, including camera controls, metering, lighting, lenses, depth of field, film, charged coupled devices, white balancing, megapixels, file types and sizes, recording options, and storage media.
Assignments are critiqued.
Bring a single lens reflex (SLR) digital camera with manual capability to class.
Instructor: Kris Labang
Wednesday, February 10-March 9
6-8pm • UHM Sakamaki C103 • $98 • L14157

VISION AND DISCOVERY: AWAKEN YOUR CREATIVITY
Cultivate your seeing with a camera. Explore the key elements of the visual language through assignments, slide presentations, and individual critiques for a wide range of personal and professional applications. Discover your own personal sources of inspiration and explore the fundamentals of photography and personal expression, integrating technique and vision. The development of an authentic, individual style is emphasized.
Instructor: David Ulrich
Wednesdays, March 16-May 4 • 6-9pm
UHMKrauss 12 • $185 • L14198

PHOTOGRAPHIC LIGHTING: HOW TO SEE IT AND CONTROL IT
A critical part of any photographer’s toolset is a good understanding of lighting your subject. Natural light is ideal but often requires a knowledge of how to use what you see and then control and modify your lighting equipment to obtain the image you wish to create. Learn about photographic lighting in several different types of situations that require color corrected controlled light: objects on white backgrounds, people on a controlled background, and controlling lighting outdoors. Learn to use umbrellas, softboxes, reflectors, overhead silks, lighting equipment and lighting set-ups.
Instructor: Ric Noyle
Saturday, March 12 • 9am-4pm
UHM Sakamaki C101 • $120 • L14183

PHOTOGRAPHY AS A BUSINESS
This session covers 3 steps – targeting the right clients, how to price yourself, and marketing your business. Leave with an understanding of how to create a sustainable foundation for a successful photography business.
Instructor: Mike Adrian
Saturday, April 9 • 9am-4pm
UHM Sakamaki C101 • $120 • L14201

NEW! DEEPER INTO PHOTOGRAPHY: THE MAKING OF A GREAT PHOTOGRAPH
A great image depends upon intertwining elements—some which can be defined and others which may remain mysterious. Good art often seems right and timely yet also has the capacity to surprise us. Peter presents several well-known photographs and guides the class in analyzing their features, content, and how they were made. Explore the historical, cultural, artistic context of the image and review the photographer’s concept and use of the visual elements. Expand your knowledge of photography.
Instructor: Peter Shaindlin
Saturday, April 16 • 9am-12pm
UHM Sakamaki C102 • $50 • L14197

THE ART & SCIENCE OF IPHONEOGRAPHY
With 12 Megapixels and 4k video, the iPhone camera has game-changing features that Pro Photographers are now using. Armed with greater dynamic range, sharpness, and low-light capabilities, you too can capture and post-process images to achieve professional results. See the latest apps that can enable you to shoot, edit, and share your photos and videos. Take your work to the next level with tips and techniques.
Instructor: Dan Doerner
Thursday, March 3 • 6-9pm
UHM Sakamaki C104 • $60 • L14172

NEW! THE PHOTOGRAPHIC ESSAY
Dynamic photo essays capture the spirit of a person or place through a series of photographs. By developing a narrative and strategically connecting images, viewers can see subject matter in new and exciting ways. This course focuses on creating a compelling photo essay with your unique vision. Explore ways to develop a personal documentary photo project on a topic of interest. Discussion includes the technical hallmarks of a traditional photo essay and research how to build a cohesive narrative through pictures. Through guided critique and interactive discussion, students develop a creative photo essay from start to finish.
Instructor: Alison Beste
Tuesdays, February 2-March 8 • 6-9pm • UHM Sakamaki C104 • $200 • L14200

REAL WORLD PHOTOJOURNALISM
Come along for a wild fun day as award-winning photojournalist PF Bentley explores his journey from Waikiki to Washington to Molokai. PF discusses artistic creativity, approach, gear, technique, and what it really takes to make a living as a photojournalist in today’s digital visual world. After a brief lecture, you are sent out on a specific assignment, then return and show your selects for discussion and review. Bring your digital camera, one wide angle lens (it can be a zoom), computer and portable hard drive (if you have one), and comfortable shoes.
Instructor: PF Bentley
Saturday, February 20 • 9am-4pm
UHM Sakamaki C103 • $120 • L14203
**Photography + Experience v3**

Moving through the world with a camera leads us into situations which help form our personal stories. By focusing on the awareness and enchantment of these encounters, our photographic expeditions lead to deeper understandings of our self. Assignments help instill a sense of recognition that photographs we make or find, even in the most mundane situations, can touch others and affect our lives. Transform your experiences with photography into visual narratives based on memory, words, and photographs.

**Prerequisite:** An ability to use cameras and image editing software.

**Instructor:** Franco Salmoiraghi

**Thursdays, February 25, March 10, 24, April 7, 21, May 5 • 6-9pm (plus one-to-one meeting with instructor)**

**UHM Krauss 12 • $200 (plus $50 lab fee payable to instructor) • L14205**

**Blurb for Beginners**

This one-day workshop is designed to introduce beginning through professional photographers and designers to the on-demand printing workflow of Blurb for commercial and fine art projects. Students learn to prepare images for layout, refine their designs, and publish a prototype.

**Please bring the following to class:**

- IMAGES – 25+ quality digital images on hard drive or flash drive and an author photo (Format: .jpg at least 8in x 10in @ 300dpi)
- TEXT - artist's statement and biography/resume/CV
- List of images with Title, Date, Medium, Size, Caption

**Second meeting TBA to view and discuss finished books.**

**Instructor:** Andrew Rose

**Saturday, April 30 • 9am-6pm**

**UHM Sakamaki C104 • $135 • L14195**

**Realizing Your Vision: Digital Printing Techniques**

Learn the techniques for making fine digital prints on desktop printers. Explore methods for creating digital files with a resolution suitable for printing, color management, printing software, paper and alternative surface options on Epson and Canon printers. Discover how to maximize print quality, balance color, and preserve detail in shadow and highlights. Participants have an opportunity to make a 13“x19” print of their work.

Bring 3-4 images (full camera resolution) from any camera, including cell phones, on a thumb drive.

**Instructor:** David Ulrich

**Saturday, April 9 • 9am-12pm**

**UHM Sakamaki C104 • $60 • L14202**

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**Film/Video/Multimedia**

**Truth in Acting**

This workshop focuses on an individualized technique to bring out the inner-truth in your acting work. Utilizing techniques Keo has learned from his studies with esteemed acting coaches in New York and Los Angeles combined with his experience as an award-winning director in both film and theater, you learn how to make the strongest choices for yourself. His goal is to get you out of your head and into your truth through work on scenes, monologues, and on-camera auditions.

**Instructor:** Keo Woolford

**Tuesdays, February 2-23 • 6-8pm UHM Krauss 12 • $200 • L14180**

**Adventures in Screenwriting**

This three-session workshop for beginning screenwriters and filmmakers is a fun and informative overview of the craft of screenwriting.

- Story Structure – Conquering 110 pages. 3-act structure. Building a roller coaster.
- Discussions on the process and business of filmmaking, script to film comparisons, notes on craft, and critiques of loglines and scenes.
- A few screenwriting secrets, minor Hollywood stories and possible snacks.

**Instructor:** Brian Watanabe

**Saturdays, February 27-March 12 • 9am-12pm UHM Sakamaki C103 • $120 • L14181**

**New**

**20th Century Japanese Film**

An exploration into some of the important films of Japan starting with a conversation about Kurosawa’s Rashomon (1950), the first Japanese film to catch the wide attention of international audiences. Discussion covers aspects such as acting styles, cinematography, sound, innovations, use of traditional culture combined with the modern and postmodern, even English subtitles, and the preoccupations of interesting filmmakers, such as Oshima, Imamura, Ozu, and others. Participants are encouraged to view the film Rashomon (available on DVD, Netflix) before the first meeting.

**Instructor:** Victor Kobayashi

**Saturdays, February 13-27 • 9am-12pm UHM Sakamaki C101 • $35 • L14188**

**New**

**Visual Effects for Film and Television**

Visual Effects Producer Julia Frey teaches you the ins and outs of creating and producing visual effects for feature film and television. An overview of the film business as a whole, plus stories from set rounds out the class. Visual effects are used to create impossible situations, to create incredible action stunts in a safe manner, to transport the viewer to another time and place, and to fix problems that arise on a shoot. They can also be used to save time and money during a shoot.

**Instructor:** Julia Frey

**Saturday, April 2 • 9am-4pm**

**UHM Sakamaki C103 • $100 • L14216**

**New**

**Deeper into Movies**

Discuss the best new movies currently showing in Oahu theaters (as well as some great recent movies streaming online) with Hawaii News Now movie critic, Terry Hunter. Get acquainted with some of the best online resources for people who love film and want to learn more about it. The group also talks about reviews from some of the nation’s best critics, including Kai Stephens with esteemed acting coaches in New York and Los Angeles combined with his experience as an award-winning director in both film and theater, you learn how to make the strongest choices for yourself. His goal is to get you out of your head and into your truth through work on scenes, monologues, and on-camera auditions.

**Instructor:** Terry Hunter

**Wednesdays, February 3, 17, March 2, 16, 30, April 13, 27, May 11 6:30-8:30pm UHM Sakamaki C101**

**$75 (plus possible cost of movie tickets and/or online streaming fees) • L14182**

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**Bring your camera to class.**

To receive workshop updates and other information, send your email address to pnm@hawaii.edu

Classroom temperatures vary so we recommend bringing a sweater or jacket.

For all day classes, especially on weekends, we recommend bringing a brown bag lunch.
### JAN
- Mac Basics: Learning the Interface, 9am-12pm, pg. 4
- The Big Picture: An Intro to the Web Design Process, 9am-12pm, pg. 6
- Digital Photography Basics, 9am-4pm, pg. 8

### FEB
- Adobe Photoshop - A Beginner’s Guide, 9am-4pm, pg. 7
- Truth In Acting, 6-8pm, pg. 9
- The Photographic Essay, 6-9pm, pg. 8
- The Art of the Frame, 6-9pm, pg. 8
- Deeper into Movies, 6:30-8:30pm, pg. 9
- PUBLIC TALK: Preparation of Images for Submission to Contemporary Photography in Hawaii, 7:30pm, pg. 4
- Thresholds 2016: Solo Shows by Emerging Photographers Leslie Gleim and Jon Shimizu – Artists’ Reception, 6-8pm, pg. 4
- Intro to Social Media, 9am-12pm, pg. 5
- Intro to Adobe Illustrator, 9am-4pm, pg. 7

### MAR
- Intro to Photoshop, 9am-4pm, pg. 7
- Truth In Acting, 6-8pm, pg. 9
- The Photographic Essay, 6-9pm, pg. 8
- Know Your Camera 1, 6-8pm, pg. 8
- The Art & Science of iPhoneography, 6-9pm, pg. 8
- KNOW YOUR CAMERA 1, 6-8pm, pg. 8
- Deeper into Movies, 6:30-8:30pm, pg. 9
- Photography + Experience v.3, 6-9pm, pg. 9
- Intellectual Property Issues for Content Creators, 9am-12pm, pg. 4
- Adventures in Screenwriting, 9am-12pm, pg. 9
- SEO Essentials, 9am-4pm, pg. 5
- Digital Design with Photoshop, Illustrator, and InDesign, 9am-4pm, pg. 7
- Adventures in Screenwriting, 9am-12pm, pg. 9
- Intermediate WordPress, 9am-4pm, pg. 6
- Photographic Lighting: How to See it and Control it, 9am-4pm, pg. 8
## April

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<td>2</td>
<td>Contemporary Photography in Hawaii 2016 – Artists Reception April 1, 6-8pm</td>
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<td>The ARTS at Marks Garage, pg. 4</td>
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<td>Deeper into Photography: The Making of a Great Photograph</td>
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<td>Practical WordPress: Way Beyond the Basics</td>
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<td>Visual Literacy 101</td>
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<td>An Introduction to Adobe InDesign</td>
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<td>Blurb for Beginners</td>
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<td>WordPress: Site in a Day</td>
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Art of Leadership Certificate Program  www.outreach.hawaii.edu/LEAD

Training leaders for the twenty-first century. Attend selected courses to meet specific needs: $125 (General), $115 (UHM, State). Or register for the Certificate: $950 for nine classes • Classes are taught by certified facilitators.

All sessions include books and meet in UHM Krauss 012.

Managing Your Priorities (P14073)
Make your resolutions stick. Explore a range of strategies to maintain clarity about top priorities. Apply your energy where it is most needed and maintain attention on complex tasks.
Jan 12, 2016 • Tue • 8:00am-12:00pm • Register by Jan 4 • Optional course (not part of, or required for, Art of Leadership Certificate)

Art of Leadership Certificate (P14063)
Attend all nine Art of Leadership workshops listed below. Complete course activities and a short application to be eligible for the Art of Leadership Certificate.
Feb 11 (Thu) and Mar 4, 18, Apr 1, 15 (Fri), 2016 • See individual courses for details

Building Trust Under Pressure: The Basic Principles (P14064)
Master six principles for putting shared values into practice. Create a climate of credibility and trust that fosters effective relationships and a productive workplace.
Feb 11 • Thu • 8:00am-12:00pm • 1 mtg • Register by Feb 2

Developing Others (P14065)
Obtain skills for developing others, helping them to gain confidence, take on new challenges, and work more independently.
Feb 11 • Thu • 1:00-5:00pm • 1 mtg • Register by Feb 2

Listening in a Hectic World (P14066)
Cultivate a listening approach that balances the need to obtain information with awareness that every interaction offers an opportunity to cement solid work relationships.
Mar 4 • Fri • 8:00am-12:00pm • 1 mtg • Register by Feb 23

Providing Constructive Feedback (P14067)
Gain tools for giving constructive feedback while maintaining a spirit of openness and mutual respect. Help your organization stay competitive by keeping people on track.
Mar 4 • Fri • 1:00-5:00pm • 1 mtg • Register by Feb 23

Addressing Emotions at Work (P14068)
Develop strategies for addressing strong emotions--your own, and when appropriate, those of people with whom you work--using proven techniques to respond in constructive and objective ways.
Mar 18 • Fri • 8:00am-12:00pm • 1 mtg • Register by Mar 9

Speaking to Influence Others (P14069)
Develop speaking techniques and strategies to achieve results by gaining the attention, ensuring the understanding, and influencing the actions of people who hear your message.
Mar 18 • Fri • 1:00-5:00pm • 1 mtg • Register by Mar 9

Resolving Conflicts with Your Peers (P14070)
Obtain a process for resolving conflicts that encourages shared solutions and builds constructive work relationships with your peers.
Apr 1 • Fri • 8:00am-12:00pm • 1 mtg • Register by Mar 22

Activating Change (P14071)
Explore ways to become more adaptive and positive in the face of changes you cannot control. Empower yourself, experience less stress, and capitalize on opportunities generated by change.
Apr 1 • Fri • 1:00-5:00pm • 1 mtg • Register by Mar 22

Giving Recognition (P14072)
Build better working relationships and inspire excellent performance in your organization by acknowledging individuals for their accomplishments.
Apr 15 • Fri • 8:00am-12:00pm • 1 mtg • Register by Apr 6

Business Analysis

Three-day seminar series introduces BA • If you missed Fall classes, attend now. Fees for each day of training are: $500 (General), $400 (UHM, State, IIBA or PMI-Honolulu Member, and per-student for organizations with 3+ attendees) Register by Jan 29. All sessions meet in UHM Krauss 012.

Business Analysis Basics Part 1: Introduction to BA and BABOK (P14103)
For business analysts, project managers and anyone who does business analysis in their work: learn about the Business Analysis Body of Knowledge (BABOK) and what a Business Analyst does.
Feb 8, 2016 • Mon • 8:00am-4:00pm • 1 mtg • 7 CDU • Must be taken with “Business Analysis Basics Parts 2 & 3” • Jamie Champagne

Business Analysis Basics Part 2: Core Competency Model and Real-World Application (P14104)
Review how to use the BABOK® as a guide. Covers the Core Competency Model and six knowledge areas of BABOK, as well as real-world application of the tasks in each knowledge area.
Feb 9, 2016 • Tue • 8:00am-4:00pm • 1 mtg • 7 CDU • Must be taken with “Business Analysis Basics Parts 1 & 3” • Jamie Champagne

Business Analysis Basics Part 3: Underlying Competencies and the BA Organization (P14105)
Review BABOK® Underlying Competencies, Techniques, Perspectives. Learn about IIBA and understand the different certification models and process.
Feb 10, 2016 • Wed • 8:00am-4:00pm • 1 mtg • 7 CDU • Must be taken with “Business Analysis Basics Parts 1 & 2” • Jamie Champagne
Business Process Improvement Certificate
www.outreach.hawaii.edu/PROCESS

Master business processes and leverage process capabilities for operational excellence. Attend any two-day sequence to meet a specific need. Earn the Certificate upon completion of all eight seminars. Two-day sequences may also be taken without obligation to earn the Certificate. Fees for each day of training are: $500 (General), $400 (UHM, State, PMI-Honolulu Member, students attending complete Process Improvement Certificate, or per-student for organizations with 3+ attendees). All classes meet in UHM Krauss 012.

Introduction to Systems Thinking and Process Mapping Analysis (P14075)
Look beyond functional activities and rediscover your organization’s core processes. Reduce inefficiency and waste. Increase productivity, competitive advantage, and profits through systems thinking and process analysis.

Feb 18, 2016 • Thu • 8:00am-4:00pm • 1 mtg • Must be taken with Feb 19 “Applying the Process Mapping Toolkit” • Register/withdraw by Feb 6 • Bob Boehringer

Applying the Process Mapping Toolkit to Streamline Business Processes (P14076)
Apply process maps to peel away the complexity of your organizational structure and internal politics. Select processes for reengineering, eliminate system flaws, identify business requirements, and apply proven principles to improve the way your organization works.

Feb 19, 2016 • Fri • 8:00am-4:00pm • 1 mtg • 7 PDU • Must be taken with Feb 18 “Introduction to Systems Thinking” • Register/withdraw by Feb 4 • Bob Boehringer

Understanding Customer Needs: Selecting the Right Measures for Process Improvement (P14077)
Understand which customers and which requirements are most critical to your business. Learn to measure and analyze process performance and identify factors that limit quality, slow service time, and increase costs.

Feb 23, 2016 • Tue • 8:00am-4:00pm • 1 mtg • 7 PDU • Must be taken with Feb 24 “Applying Six Sigma Improvement Tools” • Register/withdraw by Feb 9 • Bob Boehringer

Analyzing Performance and Applying Six Sigma Improvement Tools (P14078)
Gain clarity on how variability drives your improvement tactics. Determine what level of quality your process is capable of delivering; recognize trends; evaluate and apply process improvement alternatives; and develop results-oriented solutions.

Feb 24, 2016 • Wed • 8:00am-4:00pm • 1 mtg • 7 PDU • Must be taken with Feb 23 “Understanding Customer Needs” • Register/withdraw by Feb 9 • Bob Boehringer

Thinking Outside the Box: Tools and Techniques for Process Redesign (P14079)
Focus on process innovation. Evaluate the business return of process improvement alternatives; thinking outside the process box; and devising innovative process designs based on customer needs.

Apr 13, 2016 • Wed • 8:00am-4:00pm • 1 mtg • 7 PDU • Must be taken with Apr 14 “Strategic Innovation” • Register/withdraw by Mar 31 • Edwina McKinney

Strategic Innovation: Leveraging and Implementing Process Excellence (P14080)
Go beyond creative solutions to business process challenges. Drill down to: leverage process excellence and foster growth; create a strategy canvas to assess the impact of processes on strategic position; and plan for the realities of process change.

Apr 14, 2016 • Thu • 8:00am-4:00pm • 1 mtg • 7 PDU • Must be taken with Apr 13 “Thinking . . . Process Redesign” • Register/withdraw by Mar 30 • Edwina McKinney

Planning for Implementation of Process and Technology Change (P14081)
Build a powerful combination of soft skills—leadership, coalition building, internal sales and communication, conflict management—and hard skills—strategic planning, project management, and organizational alignment—to win widespread support for process changes.

Apr 19, 2016 • Tue • 8:00am-4:00pm • 1 mtg • 7 PDU • Must be taken with Apr 20 “Deploying . . . Performance Improvement Solutions” • Register/withdraw by Apr 5 • Edwina McKinney

Deploying and Integrating Performance Improvement Solutions (P14082)
Integrate your process solutions by prioritizing key objectives; communicating the vision, plan, and progress of process change; increasing the effectiveness of implementation teams; managing conflict; and promoting widespread involvement in the change initiative.

Apr 20, 2016 • Wed • 8:00am-4:00pm • 1 mtg • 7 PDU • Must be taken with Apr 19 “Planning . . . Process and Technology Change” • Register/withdraw by Apr 5 • Edwina McKinney

Certificate in Community Interpreting

UHM Center for Interpretation and Translation Studies (CITS) continues the Community Interpreting program introduced in Fall 2015. Earn the Certificate upon successful completion of 4 courses. Requires a language proficiency test before registering. Contact cits@hawaii.edu, (808) 956-6233, to learn more.

Introduction to Interpreting (P14100)
Learn the skills and current issues involved in interpretation. Includes introduction to the underlying techniques related to conference, court, community, and other kinds of interpreting.

Jan 11-May 2, 2016 • Mon • 4:30-6:45pm • 14 mtgs • No class Jan 18, Feb 15, Mar 21 • UHM Kuikendall 204 • $500 • Suzanne Zeng

Court Interpreting I (Noncredit) (P14101)
An introduction to the legal system, as well as to theoretical principles, ethics, practical techniques, and current issues surrounding the practice and profession of court and other legal interpreting.

Jan 12-May 3, 2016 • Tue • 4:30-6:50pm • 17 mtgs (16 classes plus 1 observation class, for a total of 40 contact hours) • No class Mar 22 • UHM Moore Room TBA • $500 • Suzanne Zeng

Medical Interpreting (Noncredit) (P14102)
Learn how to work as a professional interpreter with doctors, nurses and patients of different cultures and medical concepts. Get hands-on practice of various medical interpreting situations and techniques.

Jan 13-Apr 27, 2016 • Wed • 4:25-6:45pm • 17 mtgs (15 classes plus 2 observation classes, for a total of 40 contact hours) • No class Mar 22 • UHM Kuikendall 204 • $500 • Suzanne Zeng

Due to variable temperatures, we suggest bringing a sweater. For classes longer than 4 hours, especially on weekends, a brown bag lunch is also recommended.
Communication and Dispute Prevention Series

with UHM Spark M. Matsunaga Institute for Peace

“Powerful” Listening: How to Listen so People will Share their Concerns with You (P14127)
Learn basic dispute resolution skills, focusing on verbal and non-verbal components of messages, listening skills, understanding positions and interests, and effective use of questions.
Feb 17, 2016 • Wed • 8:00-11:45am • 1 mtg
UHM Krauss 012 • $100 (General), $90 (UHM, State) • Register by Feb 9 • Elizabeth Kent

Challenging Conversations: How to Share Your Concerns so People will Hear You (P14128)
Focus on a process to discuss difficult issues. Address the “necessary” conversation and your readiness; focus on the other person and his/her readiness; logistics for success; and how to have the conversation.
Feb 17, 2016 • Wed • 12:45-4:30pm • 1 mtg
UHM Krauss 012 • $100 (General), $90 (UHM, State) • Register by Feb 9 • Elizabeth Kent

Negotiation Basics (P14126)
Create good meeting agendas to establish the foundation for good meetings. We talk about meeting purposes and outcome, and how to incorporate them into an effective meeting agenda.
Feb 27, 2016 • Sat • 9:00am-12:45pm • 1 mtg
UHM Krauss 012 • $100 (General), $90 (UHM, State) • Register by Feb 19 • Elizabeth Kent

Certificate in Project Management

www.outreach.hawaii.edu/PROJECT

Learn the Project Management Body of Knowledge (PMBOK®) and earn the UH Project Certificate in Management (on completion of six seminars). Prepare for PMI® certification. Three-day series may also be taken without obligation to earn the Certificate • Fees for each day of training are: $500 (General), $400 (UHM, State) • Register/withdraw by Mar 1 • 7 PDU • Must be taken with Must be taken with

Project Management Basics I: Introduction and Initiating Projects (P14083)
Understand the definition of a project and project management, role of the project manager, the initiating process, and the project charter. No prerequisite.
Jan 27, 2016 • Wed • 8:00am-4:00pm • 1 mtg
7 PDU • Must be taken with “Planning Projects,” and “Executing, Controlling, and Closing Projects” • Register/withdraw by Jan 19

Project Management Basics II: Planning Projects (P14084)
Review the purpose of the planning process, the project plan, work breakdown structure, estimating and budgeting, scheduling, staffing, and risk management.
Jan 28, 2016 • Thu • 8:00am-4:00pm • 1 mtg
7 PDU • Must be taken with “Project Management Basics I & II” • Register/withdraw by Jan 19

Project Management Basics III: Executing, Controlling, and Closing Projects (P14085)
Learn the executing process and activities, change requests, the controlling process, performance reporting, integrated change control, the closing process, administrative closure, and contract closeout.
Jan 29, 2016 • Fri • 8:00am-4:00pm • 1 mtg
7 PDU • Must be taken with “Project Management Basics I & II” • Register/withdraw by Jan 19

Project Management Essentials I: Framework, Processes, Responsibility, and Integration (P14097)
Review the project management framework and body of knowledge (PMBOK®), including project life cycle, processes, professional and social responsibility, knowledge areas, and working across the organization to complete a project successfully.
Mar 9, 2016 • Wed • 8:00am-4:00pm • 1 mtg
7 PDU • Must be taken with “Scope, Time, Costs, and Quality” as well as “Human Resources, Communications, Risks, and Procurement” • Register/withdraw by Mar 1

Project Management Essentials II: Scope, Time, Costs, and Quality (P14098)
Focus on the processes required to ensure that the project includes all the work and only the work required; is completed on time and within the approved budget; and satisfies the needs for which it was undertaken.
Mar 10, 2016 • Thu • 8:00am-4:00pm • 1 mtg
7 PDU • Must be taken with “Project Management Essentials I and III” • Register/withdraw by Mar 1

Project Management Essentials III: Human Resources, Communications, Risks, and Procurement (P14099)
Survey the processes required to make effective use of people involved; ensure proper collection and dissemination of project information; identify, analyze, and respond to project risks; and acquire needed goods and services from outside the performing organization.
Mar 11, 2016 • Fri • 8:00am-4:00pm • 1 mtg
7 PDU • Must be taken with “Project Management Essentials I and II” • Register/withdraw by Mar 1
Energy Efficiency for Commercial Buildings

The BOC® Building Operator Certification, recipient of EPA’s 2012 and 2014 ENERGY STAR Award for Excellence, focuses on energy performance job skills. Hawaii Energy, administered by Leidos under contract with the Hawaii Public Utilities Commission may subsidize a portion of the costs for qualified participants interested in attending BOC® Level II training, offered for the first time in 2016.

BOC® Level II Building Operator Certification (P14125)
Feb 6, 20, Mar 8, 15, 29, Apr 9, 23, 2016 • Sat and Tue • 8:00am-4:00pm • 7 mtgs • $1400 (General), $200 (with Hawaii Energy subsidy-apply requirements) • Apply by Jan 27, complete registration by Feb 2 • Rory Reiley, RJ Ritter, Joseph Ting, Erik Ahrens

Human Resource Management

Developed in cooperation with the Society for Human Resource Management (SHRM), Essentials of Human Resource Management, for entry-level HR employees, non-HR professionals who fill HR functions and HR specialists who want an overview of HR, will be offered this Summer. Register early! Enrollment is limited. The SHRM-CP / SHRM-SCP Certification Review, for experienced professionals preparing for competency-based certifications, will be offered again in Fall 2016.

Essentials of Human Resource Management (P14143)
A comprehensive introduction to employment law, staffing, compensation, HR development, and performance management suitable for junior-level HR professionals to supervisors and line managers with HR responsibilities, or anyone needing an HR refresher.
Jun 18-25, 2016 • Sat • 8:30am-4:00pm • 2 mtgs • $395 (General), $375 (SHRM Member), includes materials and online resources • Not a pre-requisite for the HR Management Certification Review • Register by Jun 10 • Sweater and brown bag lunch suggested • David McKale, SHRM-CP, PHR, with Certified HR Professionals

PERSONAL ENRICHMENT

www.outreach.hawaii.edu/noncredit/courses

Art

Oil/Acrylic Painting on Location (P13924)
Paint outdoors in view of O‘ahu’s beaches, mountains, and parks. Come prepared to paint at the first meeting, when later locations are announced. Students show their work in a group art show at the end of class.
Jan 23-Apr 9, 2016 • Sat • 9:00am-12:00pm • 12 mtgs • First class meets at Kailua Beach Park, across from Buzz’s Steak House in Kailua (other locations TBA) • $175 (Beginners), $125 (Repeat students) • Painting demonstration begins at 8:00am • New students: check online listing or call (808) 956-8244 for supply list • Mark Brown

Glass: from Liquid to Solid (P14114)
Explore sculpting solid glass from the furnace while integrating cold glass techniques.
Jan 21-Mar 24, 2016 • Sat • 9:00am-12:00pm • 10 mtgs • $250 (General), $237.50 (GAH member), $225 (UHM) • Ted Clark

Glass: from Liquid to Solid (P14115)
A comprehensive introduction to employment law, staffing, compensation, HR development, and performance management suitable for junior-level HR professionals to supervisors and line managers with HR responsibilities, or anyone needing an HR refresher.
Jun 18-25, 2016 • Sat • 8:30am-4:00pm • 2 mtgs • $395 (General), $375 (SHRM Member), includes materials and online resources • Not a pre-requisite for the HR Management Certification Review • Register by Jun 10 • Sweater and brown bag lunch suggested • David McKale, SHRM-CP, PHR, with Certified HR Professionals

Music

Spring 2016 Opera Highlights (P14142)
Enrich your opera experience and enjoy the Hawaii Opera Theatre’s 2015-16 opera season. Course examines Benjamin Britten’s beautiful A Midsummer Night’s Dream and Verdi’s epic masterpiece, Il Trovatore.
Feb 4 and May 5, 2016 • Thu • 7:00-9:00pm • 2 mtgs, plus admission to technical rehearsal on Fri, May 13 (details to be provided in class) • UHM Music 36 • $30 • Lynne Johnson

Dance

Introduction to Okinawan Dance (P14116)
Experience Okinawan culture through dance. Learn various selected dances from among the folk traditions and different styles of classical dance (female, male, young male).
Jan 31-Mar 6, 2016 • Sun • 1:00-3:00pm • 5 mtgs • No class Feb 14 • UHM Music 116 • $49 • No experience necessary and no performance required. Bring tabi or socks to class • Yukie Shiroma

Field Schools, Agriculture

Beekeeping in the Tropics: NEW Introduction to Honeybee Health and Management (P14095)
Hands-on course offers a practical, thorough introduction to bee biology, colony health management, pollination services requirements, and honey production strategies, all with a sense of “island-bee-knowledge.” Suitable for beginners and novice beekeepers.
Jan 23, Feb 27, 2016 • Sat • 9:00am-12:00pm • UHM Gilmore 301 • AND Jan 30, Feb 6, 13, 20 • 2:00-5:00pm • Waimanalo Agricultural Field Station
6 mtgs • $175 (General), $155 (UHM, Master Gardeners) • Ethel Villalobos, Scott Nikaido

Cont’d.
**S P R I N G  2 0 1 6  O U T R E A C H  C O L L E G E  N O N C R E D I T  P R O G R A M S**

If the classroom assignment does not appear on this schedule, please check [www.outreach.hawaii.edu/noncredit/courses](http://www.outreach.hawaii.edu/noncredit/courses) or call (808) 956-8244.

* UNLESS OTHERWISE STATED, REGISTER BY 5 WORKING DAYS BEFORE ANY COURSE *

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**PERSONAL ENRICHMENT**

[www.outreach.hawaii.edu/noncredit/courses](http://www.outreach.hawaii.edu/noncredit/courses)

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**Language**

### EUROPEAN

**Beginning Conversational Spanish (P14123)**

Learn at an enjoyable pace. Acquire basic vocabulary, structure, pronunciation, conversation, and listening skills.

Jan 28-Mar 17, 2016 • Thu • 6:30-8:00pm • 8 mtgs • UHM Moore 228 • $95 (General), $85 (UHM) plus approximately $15 for custom materials, payable to instructor at first meeting • Beatriz Aguirre Haymer

**Continuing Conversational Spanish (P14147)**

Enjoy conversational practice as you gain additional vocabulary, structure, pronunciation, conversation, and listening skills through drills and personalized dialogues.

Jan 26-Mar 15, 2016 • Tue • 6:30-8:00pm • 8 mtgs • UHM Moore 228 • $95 (General), $85 (UHM) plus approximately $15 for custom materials, payable to instructor at first meeting • Beatriz Aguirre Haymer

**Conversational French Elementary I (P14120)**

A basic course intended to introduce the beginner to French. Emphasis is on developing grammar, pronunciation, conversation, and conversational language skills.

Feb 3-Mar 23, 2016 • Wed • 5:45-7:15pm • 8 mtgs • UHM Moore 111 • $95 (General), $85 (UHM) • Jacques Moulin

**Conversational French Elementary II (P14121)**

For continuing students who have taken Conversational French Elementary I or who have already had a basic introduction to French.

Feb 3-Mar 23, 2016 • Wed • 7:30-9:00pm • 8 mtgs • UHM Moore 111 • $95 (General), $85 (UHM) • Jacques Moulin

**Parliamo: Let’s Speak Italiano! (P14122)**

Discover Italian language and culture. Learn useful sentences and simple grammatical concepts through drills and dialogue. End with a final festa (feast) and pranzo Italiano (Italian style lunch).

Feb 13-Mar 19, 2016 • Sat • 9:00-11:45am • 6 mtgs • UHM Sakamaki A101 • $105 (General), $95 (UHM), textbook optional • Daniela Rocco Mineri

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**INDO-PACIFIC**

**Hawaiian Language, Legends, and Lore (P14028)**

Understand the roots of Hawaiian language through cultural lore. Glimpse ways Hawaiian ancestors perceived and respected the environment to ensure ideal relationships among gods and humans.

Feb 2-Mar 29, 2016 • Tue • 6:00-7:00pm • 8 mtgs • No class Mar 22 • UHM Sakamaki C103 • $60 alone, $55 with “Hawaiian Language Conversation” 1 or 2 • Carol Silva

**Hawaiian Language Conversation 1 (P14029)**

Develop Hawaiian conversation and speaking skills. Previous study of Hawaiian language or simultaneous enrollment in Hawaiian Language, Legends, and Lore recommended.

Feb 2-Mar 29, 2016 • Tue • 7:00-8:00pm • 8 mtgs • No class Mar 22 • UHM Sakamaki C103 • $60 alone, $55 with “Hawaiian Language Conversation” • Carol Silva

**Hawaiian Language Conversation 2 (P14030)**

Enhance Hawaiian conversation and speaking skills. Previous study of Hawaiian language recommended.

Feb 2-Mar 29, 2016 • Tue • 8:00-9:00pm • 8 mtgs • No class Mar 22 • UHM Sakamaki C103 • $60 alone, $55 with “Hawaiian Language, Legends, and Lore” • Carol Silva

**Hawaiian Language for Modern Times (P14094)**

Especially recommended for those in public speaking or media positions, this hands on course teaches the basics of the language, resources, and practical speaking, listening, and reading skills.

Feb 11-Mar 17, 2016 • Thu • 6:00-7:30pm • 6 mtgs • UHM Sakamaki C103 • $80 (General), $72 (UHM) • Lilioae Andrews

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**JAPANESE**

**Conversational Japanese Elementary I (P14117)**

An introduction to the basic structure of Japanese language, including proper pronunciation, grammar, basic vocabulary, and simple everyday conversation. Features lessons, games, demonstrations of culture, and practice with experienced Japanese language speakers.

Jan 23-Mar 26, 2016 • Sat • 9:00-11:45am • 9 mtgs • No class Feb 20 • UHM Shidler College of Business E203 • $145 (General), $130 (UHM), plus textbook, Japanese for Busy People, Vol I, 3rd Edition (Romanized Version) • Mineko Takaha White

**Conversational Japanese Elementary IV (P14118)**

Build on knowledge gained in Conversational Japanese Elementary III. Includes lessons, games, demonstrations of culture, and practice with experienced Japanese language speakers.

Jan 23-Mar 26, 2016 • Sat • 12:30-3:15pm • 9 mtgs • No class Feb 20 • UHM Shidler College of Business E203 • $145 (General), $130 (UHM), plus textbook, Japanese for Busy People, Vol I, 3rd Edition (Romanized Version) • Mineko Takaha White

**Japanese Conversation-Intermediate/Advanced (P14119)**

Build on knowledge acquired from previous Intermediate/Advanced Japanese Conversation classes. Newcomers are welcome with the instructor's approval. Call (808) 956-8244 to inquire.

Jan 23-Mar 26, 2016 • Sat • 9:00-11:45am • 9 mtgs • No class Feb 13 • UHM Shidler College of Business E202 • $145 (General), $130 (UHM), plus textbook, Japanese for Busy People, Vol II • Natsuko Tateishi
MANDARIN CHINESE, with University of Hawai‘i Confucius Institute

University of Hawai‘i at Mānoa Center for Chinese Studies and Hawai‘i Confucius Institute arranges instructors with Confucius Institute Headquarters (Hanban) of the Ministry of Education of the People’s Republic of China and the Beijing Foreign Studies University (BFSU).

ALL CLASSES MEET SATURDAYS, JAN 16 - APR 2, 2016.

Mandarin Chinese for Young Learners-Higher Level (P14086)
For children who have taken two semesters of “Mandarin for Young Learners,” or who have a basic background in Chinese. In addition to speaking, greater focus is placed on character reading and writing. Lively curriculum includes songs, games, and hands-on activities.
10:00-11:30am • 10 mtgs • No class Feb 6, Mar 19 • UHM Sakamaki B101 • $150 (General), $135 (UHM), plus textbook, Chinese Paradise-The Fun Way to Learn Chinese (Book 2A), $20 cash, payable at first class • Wang Yajun

Mandarin Chinese Level 1-Part 1 (P14087)
Learn elementary listening and speaking, including: greetings and basic formulaic language; names and introductions; time and date, and shopping and bargaining. Uses pinyin romanization.
10:00am-12:00pm • 10 mtgs • No class Feb 6, Mar 19 • UHM Sakamaki B103 • $150 (General), $135 (UHM), plus textbook, Experiencing Chinese Oral Course 1 (Chinese Edition), $20 cash, payable at first class • Yang Piao

Mandarin Chinese Level 1-Part 2 (P14088)
Continue to learn elementary listening and speaking. Focus on ordering food; family members; occupations and age; and making and answering phone calls. Pinyin romanization used.
10:00am-12:00pm • 10 mtgs • No class Feb 6, Mar 19 • UHM Sakamaki B102 • $150 (General), $135 (UHM), plus textbook, Experiencing Chinese Oral Course 1 (Chinese Edition), $20 cash, payable at first class • Deng Xiaowen

Mandarin Chinese Level 1-Part 3 (P14089)
Continue to learn elementary listening and speaking. Focus on asking for directions; transportation; and locations. Pinyin romanization used.
1:30-3:30pm • 10 mtgs • No class Feb 6, Mar 19 • UHM Sakamaki B101 • $150 (General), $135 (UHM), plus textbook, Experiencing Chinese Living in China (Chinese and English), $20 cash, payable at first class • Wang Yajun

Mandarin Chinese Level 2-Part 1 (P14091)
Increase conversational ability. This semester includes: discussing names; daily routines; common expressions of weight; and common expressions used in shopping, bargaining and paying. Pinyin and characters used.
1:30-3:30pm • 10 mtgs • No class Feb 6, Mar 19 • UHM Sakamaki B102 • $150 (General), $135 (UHM), plus textbook, Experiencing Chinese Oral Course 2 (Chinese Edition), $20 cash, payable at first class • For students who have completed Mandarin Chinese Level 1-Parts 1, 2, 3, and 4 • Yang Piao

Mandarin Chinese Level 2-Part 2 (P14186)
Increase conversational ability. This semester includes talking about: when I have nothing to do; 300 RMB comes to nothing; everything goes well; mood issues; and the third good teacher. Pinyin and characters used.
1:30-3:30pm • 10 mtgs • No class Feb 6, Mar 19 • UHM Sakamaki B102 • $150 (General), $135 (UHM), plus textbook, Experiencing Chinese Oral Course 2 (Chinese Edition), $20 cash, payable at first class • For students who have completed Mandarin Chinese Level 1-Parts 1, 2, 3, and 4 • Yang Piao

Mandarin Chinese Level 3 (P14092)
Practice daily conversations. This semester includes commonly used expressions for: riding in vehicles; inquiring and explaining when asking for help; apologies; booking a room and checking out. Pinyin and characters used.
1:30-3:30pm • 10 mtgs • No class Feb 6, Mar 19 • UHM Sakamaki B104 • $150 (General), $135 (UHM), plus textbook, Experiencing Chinese Oral Course 3 (Chinese Edition), $20 cash, payable at first class • For students who have completed three or more semesters of Mandarin Chinese Level 2 • Wang Shuangmei

Business Chinese (P14093)
Listen and speak in business transactions. This semester includes talking about: professions and marketing; tourism industry; and commercialization of festivals. Characters and pinyin used.
10:00am-12:00pm • 10 mtgs • No class Feb 6, Mar 19 • UHM Sakamaki B104 • $150 (General), $135 (UHM), plus textbook, Reading and Communicating 1- Business Chinese Series (Chinese Edition), $20 cash, payable at first class • Pre-requisite: Mandarin Chinese Levels 1, 2, and 3 or equivalent • Wang Shuangmei

Mandarin Chinese Level 3

Due to variable temperatures, we suggest bringing a sweater to the class.

Online Learning

Ed2Go Courses
Register online to begin Jan 13, Feb 10, Mar 16, or Apr 13, 2016 • $100 per 6-week instructor-led course (except where noted) • Easy-to-use online courses in accounting, business, entrepreneurship, grant writing, and more • Go to www.ed2go.com/uhmanoa

Ed2Go Online Career Training
Register to begin any time • Time commitment and fees vary, but most courses begin on the day of enrollment, with six months to complete • Certificate programs in Business, Computer, Healthcare, Hospitality Industry, Skilled Trades, and Sustainability • Find details at careertraining.ed2go.com/uhmanoa

Personal Finance

Personal Financial Money Management (P14144)
Overview of mutual funds, reducing taxes, traditional and Roth IRAs, 401(k) plans, tax-sheltered annuities, stocks, bonds, college savings plans, wills, probate, living trusts, estate planning strategies, long term care, life insurance, and annuities.
Feb 9-23, 2016 • Tue • 6:00-9:00pm • 3 mtgs • UHM Webster 113 • $60 (Individual), $25 (Spousal/partner registered with individual) • Brian Chang
REGISTRATION INFORMATION

**PLEASE NOTE:**

- Unless otherwise stated, cancellation for refund must be made by 12 noon, two working days before workshop begins. Refund will be made payable to the individual/party responsible for payment. Failure to attend a workshop does not constitute an official withdrawal.
- Computer workshops are limited to 20 participants. Macintosh computers are used unless otherwise noted.
- If a minimum enrollment is not reached a week before the workshop, it may be cancelled—so register early!
- If you do not receive a confirmation receipt in 7 days or if you enroll less than 5 working days prior to the start of the class, call (808) 956-8400 to confirm enrollment.
- This catalog contains the most current information available at the time of publication. Information, including statements of fees, course offerings, faculty assignments, scheduled times, and admission and enrollment requirements, is subject to change without notice.

FINANCIAL SUPPORT AND SERVICES

**WORKFORCE INVESTMENT ACT**

If you are unemployed, you may be eligible for employment services, education, and training administered through the O‘ahu Workforce Investment Board. For more information, including eligibility requirements and the O‘ahu Work Links office nearest you, contact the agency’s downtown office at 830 Punchbowl Street, Room 112, (808) 586-8700.

**EMPLOYMENT AND TRAINING FUND (ETF)**

Under certain conditions, the State Department of Labor & Industrial Relations (DLIR), may be able to partially fund employee training. ETF, administered by the DLIR Workforce Development Division (WDD), provides funds to assist employers who need to upgrade their employees’ skills. For further information about ETF, please contact WDD’s Honolulu office at (808) 586-8703.

DISABILITY ACCESS

Persons with disabilities who may require access services should contact the Student Services Office at (808) 956-8400 at the time of registration.

PARKING — UH MĀNOA

http://manoa.hawaii.edu/commuter/visitor.php

After 4:00pm on weekdays, and all Saturdays, the entire campus is open (excluding handicap, reserved, and dormitory spaces) for a flat parking rate of $6.00. On Sundays and holidays, parking is usually free.

Before 4:00pm on weekdays, for the lower campus parking structure on Dole Street (Zone 20), there is a $5.00 flat fee. On the upper campus, parking is available at visitor parking lots designated by green stalls and borders. Purchase a ticket from the automated pay station for $2.00 per 30 minutes (up to a maximum of 3 hours). Refer to the campus map below (right) for parking locations. Call (808) 956-8244 with any questions.

OFF-CAMPUS PARKING

Email noncred@hawaii.edu with any questions.

Digital Imaging Certificate Program (DICP)

Social Media Certificate Program (SMCP)

PNM offers hands-on learning in two popular certificate programs, photography/digital imaging, and social media. Both balance creativity with technology. Join these programs to gain the comprehensive knowledge required by these dynamic fields. For information and to apply, call Pacific New Media at (808) 956-3422 or visit www.outreach.hawaii.edu/pnm

Find out about UHM Outreach College credit courses, cultural events, free public lectures and film screenings at www.outreach.hawaii.edu
**WAYS TO REGISTER**

**BY PHONE:** (808) 956-8400  
**BY WEB:** outreach.hawaii.edu/noncredit/courses  
**BY FAX:** (808) 956-3752  
**BY MAIL:** University of Hawai’i at Mānoa Outreach College Student Services  
2440 Campus Road, Box 447  
Honolulu, Hawai’i 96822  
**IN-PERSON:** UHM Sinclair Library 301  
M-F, 8:00am-5:30pm

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I would like to receive the:  
- [ ] PNM  
- [ ] Noncredit email newsletter.  

**PLEASE SEND ME INFORMATION ABOUT:**  
- [ ] Art of Leadership Certificate  
- [ ] Business Process Improvement Certificate  
- [ ] Certificate in Project Management  
- [ ] Certificate in Community Interpreting  
- [ ] Digital Imaging Certificate Program (DICP)  
- [ ] Social Media Certificate Program (SMCP)  

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**METHOD OF PAYMENT:**  
- [ ] Check — make payable to University of Hawai’i (there is a $25 fee for all returned checks)  
- [ ] Visa  
- [ ] Mastercard  
- [ ] Discover  
- [ ] JCB  
- [ ] Diners Club  
- [ ] Money Order  
- [ ] Purchase Order (enclosed)

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**REGISTRATION FORM — UH MĀNOA OUTREACH COLLEGE NONCREDIT PROGRAMS / PACIFIC NEW MEDIA**

**Course Reference Number**  
**Course Title (and Section if applicable)**  
**Fee**  
**(OFFICE USE ONLY)**  
**RECEIPT #**

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**10% UHM Discount**  
**TOTAL**

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**10% UHM Faculty/Staff & Student Discount**  
(except where noted)

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**UNIVERSITY OF HAWAI’I AT MĀNOA CAMPUS**

**PLEASE NOTE:**

This is a simplified map of the campus.  
Not all buildings are shown.  
Distances and building sizes are not to scale.

For a detailed campus map, go to [http://manoa.hawaii.edu/campusmap/](http://manoa.hawaii.edu/campusmap/)

For parking maps, go to [http://manoa.hawaii.edu/commuter/maps.html](http://manoa.hawaii.edu/commuter/maps.html)

The University of Hawai’i is an Equal Opportunity/Affirmative Action Institution
University of Hawai‘i at Mānoa
Outreach College
Noncredit Programs and Pacific New Media
2440 Campus Road, Box 447
Honolulu, HI 96822

CHANGE SERVICE REQUESTED

PACIFIC NEW MEDIA
www.outreach.hawaii.edu/pnm

CREATIVE FOUNDATIONS
SOCIAL MEDIA
WEB/ MOBILE DESIGN
DIGITAL IMAGING & GRAPHIC DESIGN
PHOTOGRAPHY
FILM/ VIDEO/ MULTIMEDIA
FREE PUBLIC TALKS

NONCREDIT PROGRAMS
www.outreach.hawaii.edu/noncredit/courses

ART OF LEADERSHIP CERTIFICATE
BUSINESS ANALYSIS
BUSINESS PROCESS IMPROVEMENT
CERTIFICATE IN PROJECT MANAGEMENT
COMMUNITY INTERPRETING
HUMAN RESOURCE MANAGEMENT
LEVEL 2 BUILDING OPERATOR CERTIFICATION—NEW!
PERSONAL ENRICHMENT