



SMUSM

CONTINUING AND
PROFESSIONAL EDUCATION

SPRING 2013

*Look for these Learning
Opportunities Inside:*

INFORMAL COURSES FOR ADULTS
PROFESSIONAL CERTIFICATES
TEST PREP WORKSHOPS
ONLINE LEARNING
AND MORE

CAPE

SMU is beautiful in the springtime. As a student, I loved walking the tree-lined campus every day and as an alumna, I still love coming to campus for lectures, events and exhibitions. I am fortunate that my work keeps me connected to my university, but how are you connected to SMU?

SMU Continuing and Professional Education engages our community through educational opportunities that offer quality, convenience, affordability and flexibility, serving as a gateway to higher education.

Whether, like me, you remember your SMU experience fondly and wish you could still take classes on the hilltop, or you want to leverage a new connection to Dallas' premier university, CAPE wants to help you accomplish your personal and professional goals. Allow us to be your guide to opportunities for adult learners on campus and let us help you LEARN SOMETHING NEW AT SMU.



Kimberly Rutigliano
Director of CAPE
Office of the Provost

SMU Class of 2000

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PERSONAL ENRICHMENT

SMU Informal Courses for Adults

SMU Informal Courses for Adults is a leader in continuing education in the Dallas community, celebrating nearly 60 years of noncredit personal enrichment programming. SMU Informal Courses brings you the kind of expert instructors and unique classes you won't find anywhere else. Discover the world from right here on campus through noncredit courses in the liberal arts without the pressure of tests, papers or grades.

>> Enroll Early and Save

Register two or more weeks in advance and receive an early registration discount, available on all Informal Courses for Adults and listed beside the regular course fee in parenthesis ().

smu.edu/informal



STUDIO ART

DISCOVER DRAWING

For the true beginner! This introductory drawing course uses step-by-step exercises developed from scientific research on right-brain creativity to teach anyone to draw. Learn how to break old perception patterns, overcome the fear of failing to "do it right," let go of inhibitions, and shed old and counterproductive attitudes. Supply list provided.

Jane Cross, Ph.D.
4 SA, 1:30–4:30 P.M. 3/2–3/23 \$175 (\$165)

INTRODUCTION TO DRAWING

Learn elements of drawing in different media by working in charcoal, pencil, and ink wash. This course focuses on quick work, developing the ability to look at a three-dimensional object and translate it to paper – with an emphasis on composition, line, and value studies. Students work directly from live models and still life tableaux to improve their skills. Beginning students, as well as those with experience, are welcome. Supply list provided.

Andrew P. Wick, M.A.
6 W, 7–9:30 P.M. 2/6–3/13 \$209 (\$199)

FIGURE DRAWING

Practice observing and drawing the human figure using a variety of techniques and materials, including graphite, charcoal, ink and ink wash. Nude models will be used for drawing studies to help you improve command of proportion, contour and spatial relationships. This course is designed for those with previous drawing experience, though beginning students also are welcome. Supply list provided.

Peter Ligon, M.F.A.
6 M, 7–9:30 P.M. 3/4–4/15, skip 3/11 \$229 (\$219)

OIL PAINTING FOR BEGINNERS

Open to students with little or no experience, this course introduces the fundamentals of oil painting through a series of illustrated lectures and class projects. Students investigate materials, techniques, and methods unique to oil painting. Art elements and principles are introduced each class and explored through classroom projects, and students receive careful individual guidance in an informal environment. Supply list provided.

Suzanne Kelley Clark, M.F.A.
6 W, 7–10 P.M. 1/30–3/6 \$199 (\$189)

OIL PAINTING FOR BEGINNERS II

This class is designed for beginning-level students who have some experience painting and drawing. Illustrated lectures and studio work encourage further growth in familiarity with materials and technique and allow for deeper exploration of art elements and principles. Students are encouraged to discover and develop their own style and personal form of expression through projects focusing on still life and other subjects. Supply list provided.

Suzanne Kelley Clark, M.F.A.
6 W, 7–10 P.M. 3/13–4/17 \$199 (\$189)

ALL MEDIA PAINTING FROM NATURE

This class welcomes the use of any media and encourages the development of individual style and personal expression. Preliminary sessions prepare students for painting en plein air through lectures, discussions and projects specific to landscape work. Participants will investigate art elements and principles such as color, light, composition, space and techniques particular to painting from nature. Students should bring outdoor easel. Supply list provided.

Suzanne Kelley Clark, M.F.A.
6 SA, 9:30 A.M.–12:30 P.M. 2/2–3/9 \$199 (\$189)

PAINTING DALLAS LANDSCAPES: ALL MEDIA

This class will allow students to work from nature in various locations around Dallas (weather permitting). Students investigate issues encountered in the practice of landscape and plein air painting and strategies to successfully complete paintings on-site. Each class will include discussion of formal and technical issues and opportunities for students to work directly from outdoor subjects. **Prerequisite:** *All Media Painting from Nature* or prior experience in drawing and painting. Students should bring outdoor easel. Supply list provided.

Suzanne Kelley Clark, M.F.A.
6 SA, 9:30 A.M.–12:30 P.M. 3/16–4/20 \$199 (\$189)

ALLA PRIMA FIGURE PAINTING

Alla prima, “at once” in Italian, is a technique in which a painting is begun and finished in one session. Learn the *alla prima* technique and how to use oil paints and brushes correctly. Become familiar with the proportion and structure of the human form, value range, accurate color and proper composition with lighting. This course is open to beginners as well as those with figure drawing experience. Supply list provided.

Nathan Madrid, M.F.A.
6 TH, 6–9 P.M. 1/31–3/7 \$239 (\$229)

STILL LIFE PAINTING

Explore the genre of still life painting with a classical approach. This course focuses on the use of oil paint, and students learn basic and advanced concepts of representing forms through direct observation, value relationships, proportion, composition and design and color theory. Using demonstrations and individual attention, the instructor will create a variety of still life tableaux, providing students the opportunity to complete several paintings in the course. Supply list provided.

Nathan Madrid, M.F.A.
6 TH, 6–9 P.M. 3/14–4/18 \$239 (\$229)

CALLIGRAPHY: THE ART OF HAND LETTERING

This course is for those interested in learning the fine lettering techniques of calligraphy as a hobby or professional specialty. Six lessons teach alphabets in five lettering styles: gothic, uncial, round hand, italic and old English. Supplies provided at cost (\$65) from instructor.

Susie-Melissa Cherry, professional calligrapher
6 M, 6–7:30 P.M. 1/28–3/4 \$125 (\$115)

CALLIGRAPHY: INTERMEDIATE HAND LETTERING

If you can letter words in all five styles without tracing, you’re ready for this course. Learn basic layouts and work with different grids, notepad layouts, letter quotes or sayings, write basic invitations, envelopes and certificates. **Prerequisite:** *The Art of Hand Lettering* or equivalent. Papers provided at cost (\$65) from instructor.

Susie-Melissa Cherry, professional calligrapher
6 M, 6–7:30 P.M. 3/11–4/15 \$125 (\$115)

PRINTMAKING II

This course introduces line etching and aquatint etching – techniques used by artists such as Rembrandt, Goya and Picasso. Etching is a process in which compositions of lines and tonal areas are created on copper plates, which are then exposed to acid baths to “etch” lines into the metal. The plates are then inked and printed on paper, allowing for multiple “editions” of prints to be created. **Prerequisite:** *Printmaking I*, previous intaglio experience or permission of the instructor. Etching tools, paper and copper plates supplied at cost by the instructor. Supply list provided in class for optional materials.

Peter Ligon, M.F.A.
8 W, 7–9:30 P.M. 2/6–4/3, skip 3/13 \$255 (\$245)

HOME LANDSCAPE DESIGN

Design a landscape for your home using professional processes and techniques. Learn how to see the big picture and how to successfully combine the architectural features of your home in an integrated approach to appearance and function. This course emphasizes practical, resource-efficient techniques that make sense for Dallas’ terrain and climate.

Michael Parkey, ASLA, landscape architect
6 M, 6:30–8:30 P.M. 3/11–4/15 \$199 (\$189)

CERAMICS

In this course, beginning and intermediate students work on individual projects with an emphasis on hand building that is both functional and sculptural. Using high-fire clay, students will explore a range of techniques, glazes and surface treatments. Includes up to 50 pounds of clay and firing.

Michael Obranovich, M.F.A.
10 T, 6:30–9:30 P.M. 1/22–3/26 \$309 (\$299)

SCULPTURE: MOLD MAKING

Each student enrolled in this course will learn how to create a silicone mold, derived from a clay piece, which can be used to make a cast in plaster or wax. The resulting wax form then can be used in future bronze-casting classes. Illustrated lectures, demonstrations, and individual assistance guide students through each step of the mold-making process. Clay, silicone, plaster, and all tools are included. Supply list provided in class for additional materials.

Deborah Ballard, M.F.A.
8 M, 6:30–9 P.M. 2/11–4/1 \$359 (\$349)

SCULPTURE: BRONZE CASTING, LOST-WAX METHOD

Students begin by creating an original wax sculpture and then see the piece through the entire lost-wax procedure to the finished bronze sculpture. Illustrated lectures, demonstrations, and individual assistance guide students through each step of the process. Casting a 10-pound bronze piece and lab fees included.

Deborah Ballard, M.F.A.
8 W, 6:30–9 P.M. 2/13–4/3 \$425 (\$415)

ART HISTORY

TWO ITALIAN BAROQUE SUPERSTARS: BERNINI & CARAVAGGIO

NEW

Explore the work of the two greatest masters of the Italian Baroque: Caravaggio and Bernini. Caravaggio created dramatic paintings of religious and secular subjects that overturned the conventions of the Renaissance and influenced European artists for generations to come, while Bernini was the most important sculptor of seventeenth-century Rome who transformed the city through the output of his long and prolific career. This course coincides with the Kimbell Art Museum’s *Bernini: Sculpting in Clay* and will include a visit to the special exhibition (included in registration fee).

Martha Ann Fielder, Ph.D.

4 T, 7:30–9 P.M. 1/22–2/19, skip 2/5
1 SA, 10 A.M. 2/23 \$139 (\$129)

THE FOCUSED GAZE: A CONCENTRATED LOOK AT TEN MODERN ART MASTERPIECES

NEW

From Rodin to Warhol, this course will focus on ten key works of modern art. These iconic works are supreme examples of each artist’s vision and maturity, and often mark a turning point in their respective careers. Illustrated lectures will investigate these modern masterpieces of painting and sculpture and will provide context for the works within each artist’s career and in the history of art.

Lane Banks, artist
5 TH, 7–8:30 P.M. 3/21–4/18 \$109 (\$99)

GALLERY HOPPING: DISCOVERIES ON DRAGON STREET

NEW


Home to more than 65 galleries and shops, Dragon Street has become the destination for Dallas art-lovers and design aficionados. Join art guru Gail Sachson to visit some of the Design District’s leading galleries to discover Dallas’ vibrant art scene. Become an art insider and engage in lively and provocative discussion about the latest happenings in the art world.

Gail Sachson, M.F.A.
1 SA, 1–3 P.M. 4/27 \$49 (\$39)

STEP INTO THE GLOBAL ART SCENE

With its outstanding museums, cultivated connoisseurs, and glittering galas, Dallas has become a major international art destination. This class offers a passport to the art world, its stars, and their antics – without ever leaving home. On Sunday, join us for an insider’s view of the Fourth Annual Dallas Art Fair, with an expert to guide you through the maze of offerings of modern and contemporary art.

Gail Sachson, M.F.A.
1 SA, 1 SU, 1–3 P.M. 4/13, 4/14 \$95 (\$85)



**SPECIAL OPPORTUNITY:
INSIDE SMU**
An Enriching Afternoon
with
Our Esteemed Faculty
Hosted
by
SMU Alumni Board

This spring, visit the Hilltop for an afternoon of stimulating discussions and thought-provoking lectures presented by our esteemed faculty. No papers, no tests, just a few hours of enriching your mind and spirit as you take a glimpse Inside SMU.

SAVE THE DATE
Founder’s Day
April 19, 2013

Look for more information and register at smu.edu/foundersday

PHOTOGRAPHY

BEGINNING DIGITAL PHOTOGRAPHY

Through lecture and hands-on exercises, discover how to use DSLR camera controls, features, and menus to take better photographs. Explore basic settings, such as ISO, aperture, and shutter speeds. Learn how to use Photoshop for editing and correcting color and exposure. **Prerequisites:** DSLR camera and manual, and proficiency in moving and copying files and burning discs.

Teresa Rafidi, B.F.A.
4 W, 6–8:30 P.M. 1/30–2/20 \$275 (\$265)

INTERMEDIATE DIGITAL PHOTOGRAPHY

Learn to use specialized features such as aperture, shutter speeds and exposure compensation. Explore use of camera accessories and lenses through class discussions and field trips to practice shooting, and use Photoshop to edit and enhance digital photographs. **Prerequisites:** *Beginning Digital Photography* or similar proficiency (beyond the auto setting) and DSLR camera and manual.

Teresa Rafidi, B.F.A.
4 W, 6–8:30 P.M. 2/27–3/20 \$275 (\$265)

PHOTOGRAPHY AT SMU-IN-PLANO

Instructor for all Plano courses:
Rob Hull, C.P.P., professional photographer

DISCOVERING THE SECRETS OF GREAT PHOTOGRAPHY

Learn how to use your digital camera to capture the world around you in powerful, stunning photographs. Hands-on activities, illustrated lectures, discussions, demonstrations and field trips offer opportunities to explore the creative controls on your camera and to explore new tools to refine your skills. Students should read their manual and understand their camera's controls prior to the first class.

5 W, 6:30–9:30 P.M. 2/6–3/6 \$199 (\$189)

POINT, SHOOT, WOW!

Make your friends and family jealous when you produce photos that make everyone go WOW! You don't need fancy cameras or expensive digital editing software to create wonderful images that you'd be proud to share. Beginning or amateur photographers will learn point-and-shoot techniques to add a professional quality to their photographs.

1 W, 6:30–9:30 P.M. 3/20 \$69 (\$59)

STUDIO LIGHTING BASICS

Learn the professional secrets of using artificial light in studio photography. This hands-on course will introduce the basics of studio lighting, and you will gain experience setting up backgrounds and shooting a variety of subjects with different lighting options. **Prerequisites:** Students in this class should have a solid foundation in the basics of photography.

1 SA, 9 A.M.–4 P.M. 3/23 \$99 (\$89)

SHOOTING WITH FLASH

Regardless of what brand of camera you use, there are basic rules that you must follow to ensure well-exposed flash photos. This one-night, hands-on course is dedicated to one thing: shooting great flash pictures. Bring your camera and flash, and you'll not only learn about flash topics like fill flash, curtain sync, off-camera flash and flash white balance, you'll also put your new-found skills to work.

1 W, 6:30–9:30 P.M. 3/27 \$69 (\$59)

LIGHTROOM: COMPLETING THE DIGITAL WORKFLOW

Discover how to streamline your workflow, from capturing photographs to archiving files, using the Adobe Lightroom program to process digital files. You will learn how to set preferences to best match your needs, import images, manage an image library, and process, share and print your images.

2 T, 2 TH, 6:30–9:30 P.M. 3/19–3/28 \$149 (\$139)

MACRO PHOTOGRAPHY

Explore the magnificent macro world of insects, pollen and petals by using a special lens on your digital SLR camera. In this course, you will learn about equipment and techniques to compose and shoot extreme close-ups. This mini workshop will include both classroom presentations and hands-on shooting opportunities. Bring your camera, tripod and macro equipment.

1 SA, 9 A.M.–12 P.M. 4/13 \$69 (\$59)

PHOTOSHOP FOR PHOTOGRAPHERS

Gain a solid foundation of the fundamentals of Adobe Photoshop CS6, the industry standard for digital image editing. You will learn how to edit various aspects of images and to create composite images using Photoshop and will understand how the editing process fits into the workflow. Bring your own laptop, with Photoshop CS6 installed. For more information, visit GreatPhotography.com.

2 T, 2 TH, 6:30–9:30 P.M. 4/9–4/18 \$175 (\$165)



5236 Tennyson Parkway
Plano, TX 75024

MUSIC

BEGINNING PIANO, LEVEL I

Designed for the true beginner, students learn the fundamentals of reading music, keyboard playing and music theory. Through individual attention and ample opportunity to play and read music, you will establish good habits and learn key piano skills.

Daniel O'Donoghue, B.A.
14 SA, 11 A.M.–12 P.M. 1/26–5/11
skip 3/9, 4/20 \$375 (\$365)

BEGINNING PIANO, LEVEL II

Expand the skills you learned in *Level I* and become more familiar with reading music and music theory. Continue to build good habits through individualized instruction in this small class.

Kevin Gunter, M.M.
14 M, 6–7 P.M. 1/28–5/13, skip 3/11, 4/22 \$375 (\$365)

INTERMEDIATE PIANO, LEVEL I

Improve your technique by practicing more advanced repertoire, from classical, jazz, and popular music. You will focus on sight-reading and deeper understanding of music theory and will explore harmonization and improvisation. **Prerequisite:** students should have completed all three levels of *Beginning Piano* and have basic knowledge of reading music and keyboard.

Kevin Gunter, M.M.
14 T, 3:45–4:45 P.M. 1/22–5/7, skip 3/12, 4/23 \$375 (\$365)

REPERTOIRE MASTERCLASS

Practicing increasingly difficult repertoires, students will improve technique, sight-reading and performance, and learn additional music theory skills. Designed for educated beginners and intermediates, this course will explore harmonization and improvisation while encompassing styles from classical to jazz to popular. Students should have a basic knowledge in note reading, rhythm and theory.

Kevin Gunter, M.M.
14 W, 6–7 P.M. 1/30–5/15, skip 3/13, 4/24 \$375 (\$365)

LOOKING for CREATIVE WRITING?

Join us for an Information Session
January 16, 2013

Our entry level classes ~
Creative Writing Foundation,
Ignite Your Creativity and
Open Revision all start in January!

The Writer's Path at SMU has become an independent, separate program from CAPE. If you are interested in writing classes, please visit TWP at: smu.edu/creativewriting or call 214-768-WRIT for more information.

LITERATURE AND FILM

SHAKESPEARE, THE GREAT PLAYS: A MIDSUMMER NIGHT'S DREAM **NEW**

One of Shakespeare's most popular and beloved comedies, *A Midsummer Night's Dream* recounts a series of obstacles and misadventures on the course of true love – young lovers trying to land their proper mates; a married couple who must overcome jealousies and quarrels; and romance between a simple-minded workman and the queen of the fairies. As the spirit of comedy requires, all are reconciled by the end of the play, just in time for the wedding of the Duke of Athens, Theseus and the Queen of the Amazons, Hippolyta.

Course meets at Edgemere Retirement Community

Thomas Arp, Ph.D.
5 SA, 1–3 P.M. 2/9–3/9 \$149 (\$139)

IS CHEKHOV THE GREATEST SHORT STORY-TELLER? **NEW**

Considered one of the founding fathers of the short story, Anton Chekhov influenced generations of writers throughout the twentieth century. Raymond Carver, in particular, recognized Chekhov as a writing mentor and as a spiritual inspiration. Join us to read more than twenty wonderful stories, spanning Chekhov's career from the 1880s to early 1900s, and discover why his stories are so refreshing and memorable today.

James Greene, award-winning poet
6 T, 7–9 P.M. 1/29–3/5 \$115 (\$105)

CULTURAL ETHOS AND ITS IMPACT ON THE INDIVIDUAL **NEW**

Each culture has a distinctive character and moral imperatives that shape and direct its citizens, while perhaps also constricting and impairing them. Join us to investigate how cultural identity shapes the struggles and evolution of characters in works of modern and contemporary literature – from London, to New Jersey, Mexico City and Second Empire Paris, this course will feature works by Elizabeth Bowen, Phillip Roth, Carlos Fuentes and Emile Zola.

David Hershey, M.D.
7 M, 7:30–9 P.M. 3/4–4/15 \$125 (\$115)

GONE WITH THE WIND: THE MAKING OF A CLASSIC FROM THE ROAD TO TARA TO HOLLYWOOD **NEW**

Explore the phenomenon of *Gone With the Wind*, from Margaret Mitchell's literary inspirations to the Oscar-winning film adaptation by David O. Selznick. Through illustrated lectures and film clips, this course will illuminate Mitchell's life in Atlanta and the story of how her bestselling novel became one of the most beloved films of the twentieth century.

Martha Ann Fielder, Ph.D.
4 T, 7:30–9 P.M. 3/26–4/16 \$109 (\$99)

HISTORY AND CULTURE

PRESIDENTS' MOTHERS: HOW HANDS THAT ROCKED THE CRADLES SHAPED AMERICA **NEW**

From FDR to Bill Clinton, explore the unexpected impact of presidential mothers on the work of their sons in the White House. Despite very different upbringings, the presidents of the mid- to late-twentieth century shared one thing in common – each had his mother's unconditional love. Drawing on Dr. Potts' extensive research on the biographical aspects of the American experience, this course will investigate how the nature of the presidents' mother-son relationships influenced their national policies and shaped American character.

Jody Potts, Ph.D.
4 W, 6:30–8 P.M. 2/6–2/27 \$109 (\$99)

JAMES MADISON AND THE INSIDE STORY OF THE U.S. CONSTITUTION

Join statesman James Madison, known as the "Father of the Constitution," for a ringside seat at Philadelphia's 1787 Constitutional Convention. His meticulous notes provide invaluable insights into the four months of debates, arguments, compromises and decisions that resulted in the framework that guides our government to this day. Madison's *Notes of Debates in the Federal Convention*, published posthumously in 1840, is the best single record of the Constitutional Convention and reveals the inside story of the creation of the cornerstone of American democracy.

Jody Potts, Ph.D.
4 W, 6:30–8 P.M. 3/20–4/10 \$109 (\$99)



TOUR DE FRANCE

France is so much more than Paris. While the City of Light is spectacular, many other regions are equally charming and also filled with history, art, and delicious cuisine. Join Dr. Elizabeth New Seitz, an expert on French language and culture, to explore the unique character of France's diverse regions from Normandy to Provence, and Bordeaux to Burgundy. Register for the complete series, or attend individual sessions. For a complete schedule and further details, visit smu.edu/CAPE.

Elizabeth New Seitz, Ph.D.
5 T, 7–9 P.M. 3/19–4/16 \$225 (\$215)

HITLER, PART I: THE FACE OF EVIL

How did Adolph Hitler rise to power, and what was the root of his reign of terror? Through illustrated lectures, we will trace the life of Hitler – from his earliest years in Austria and Germany, to his service in World War I, through the development of the Nazi party, the Beer Hall Putsch and associations with cohorts who helped him rise to power.

Martha Ann Fielder, Ph.D.
5 W, 7:30–9 P.M. 1/23–2/20 \$109 (\$99)

HITLER, PART II: FROM FUHRER OF THE THIRD REICH TO THE LAST DAYS IN THE BUNKER

Examine Hitler's twelve years in power as commander of Germany's Third Reich. Discuss Hitler's time as Europe's most ruthless dictator, his relationships with his inner circle and companion Eva Braun, and the last days of his life in an underground bunker deep below the streets of Berlin.

Martha Ann Fielder, Ph.D.
5 W, 7:30–9 P.M. 2/27–3/27 \$109 (\$99)

SPECIAL TRAVEL OPPORTUNITY

World War II:
In *the Steps of the Third Reich*
August 8–18, 2013

Join cultural historian Martha Ann Fielder, Ph.D. to explore Bavaria – the picturesque region of Germany that also was the birthplace of National Socialism and the southern headquarters of the Third Reich. On this ten-day tour, you will visit sites in Munich associated with Hitler's rise to power and also will discover the area's other side – its rich cultural and artistic legacy of castles, classical music and outstanding museums. The tour also will include trips to Nuremberg and Salzburg, Austria. This special opportunity to walk in the steps of history is offered through Marco Art Tours. CAPE students receive a \$100 registration discount. For more information and a complete itinerary, visit MarcoArtTours.com

PERSONAL FINANCE AND LIFE PLANNING

INTELLIGENT INVESTING

Success in today's volatile markets requires new knowledge and savvy skills. Learn proven techniques of the financial masters, such as Warren Buffet, Benjamin Graham, Gerald Loeb and William O'Neil, and real-world strategies for both beginning and experienced investors. You will gain understanding of financial statements and confidence to determine personally-suitable investment techniques.

C.J. Brott, Jr., CFP®
6 W, 7–8:30 P.M. 3/6–4/10 \$179 (\$169)

FINANCIAL LITERACY FOR WOMEN

What do women need to know about their finances? This upbeat class helps you roll up your sleeves, get down to basics and explore budgeting, investments, taxes, retirement planning and more. Each session includes self-analyses and checklists. Plan your financial future! Materials included.

Patrisha Lee, CFP®, M.B.A.
Section A: 4 W, 9–11 A.M. \$149 (\$139)
Section B: 3 TH, 6–9 P.M. 4/4–4/18 \$149 (\$139)

Section B meets at SMU-in-Plano

RE-CAREERING FOR MID-LIFE: PLANNING WHAT'S NEXT

Whether changing careers or redefining "retirement," it's essential to map out career options before they are needed. Using the books, *Don't Stop the Career Clock* and *Career Chase*, you will learn to take charge of your career by discovering your own personal "brand." Through the Career Design Profile™, identify and pursue target positions and hone your unique purpose to pursue with passion! All materials provided, including a complimentary Myers-Briggs (MBTI)-type indicator personality analysis.

Helen Harkness, Ph.D.
3 T, 6:30–9:30 P.M. 4/2–4/16 \$199 (\$189)

STARTING YOUR OWN BUSINESS: ENTREPRENEURSHIP FOR TODAY'S ECONOMY

Before taking the first step to starting a business, there are questions to consider. What are the characteristics of successful entrepreneurs? What business concepts are viable today? When is the best time to launch a new venture? How can you gain access to capital? Starting a business is a dream you can realize. Take this simple first step to discover whether an owner-managed business will be in your future.

Jerry F. White, M.B.A.
1 T, 7–9 P.M. 1/29 \$69 (\$59)

COMMUNICATION AND BUSINESS SKILLS

THE ART AND SKILL OF PRESENTING **NEW**

Effective public speaking is a science as well as an art. Like any other skill, the best way to develop and improve your personal expertise and style is to follow a controlled practice and incorporate tenants set forth by seasoned experts. You will learn the basics of good presentation habits and will investigate the qualities of an effective speaker, how to build rapport with audiences, cultivating confidence and credibility, and refining your stage presence while minimizing anxiety.

Susan Stageman, M.A.
4 TH, 6:30–8:30 P.M. 3/21–4/11 \$185 (\$175)

VOICEWORKS

Make your voice a powerful asset. The way you sound is five times more important than what you say. In this small, focused class, learn how to eliminate nasality, mumbling, and slurring, and to get rid of empty fillers. Improve your word choice and emphasize precise language.

Jan Sayers, Ph.D.
3 T, 7–9 P.M. 3/26–4/9 \$199 (\$189)

POWER OF LANGUAGE

Do you aspire to convey your thoughts more effectively and to improve your rapport when speaking with colleagues and friends? Develop your ability to articulate questions that will give you the most pertinent answers and will inspire others to think differently. Learn how to state your ideas precisely and convey their true meaning while refining your communication with your boss, spouse, family and friends.

Susan Stageman, M.A.
4 M, 6:30–8:30 P.M. 3/18–4/8 \$185 (\$175)

THE ETIQUETTE ADVANTAGE IN BUSINESS **NEW**

Business etiquette skills directly affect workplace productivity, profits and retention, and corporate leaders rely on polished employees to build and strengthen relationships. Learn why manners matter and how to apply the three fundamental principles of etiquette to business and social situations, travel and events.

Buzz Kolbe, CPBA, CPVA, CPIC
3 T, 6:30–8:30 P.M. 2/12–2/26 \$199 (\$189)

Course meets at SMU-in-Plano

BUSINESS SUCCESS UTILIZING EMOTIONAL INTELLIGENCE AND DYNAMIC COMMUNICATION SKILLS **NEW**

High-level Emotional Intelligence (EQ) and cultivated communication skills are essential to development of productivity, performance, and leadership. Discover the five dimensions of Emotional Intelligence and skills to increase your personal EQ and better understand your own communication style, how to recognize and read other styles of communication, and to best adapt to others to increase productivity and connectivity.

Buzz Kolbe, CPBA, CPVA, CPIC
3 T, 6:30–8:30 P.M. 3/12–3/26 \$199 (\$189)

Course meets at SMU-in-Plano

LANGUAGES

Chinese

CHINESE FOR BEGINNERS, PART I

Designed for business and travel, this course introduces language and Chinese culture. Become familiar with vocabulary, pronunciation rules and pinyin (phonetic characters). Through discussions of Chinese culture and history, you will learn and practice popular greetings and introductions, names and places, numbers and dates, and vocabulary for shopping and eating.

Text: *Beginner's Chinese* (2010 edition)

Hua Yang, Ph.D.

8 M, 7–9 P.M. 2/4–4/1, skip 3/11 \$149 (\$139)

CHINESE FOR BEGINNERS, PART II

Expand your knowledge of Chinese language with a focus on written characters and exploration of the development of the Chinese writing system. This course will include discussions to increase your vocabulary and conversation skills and will teach you to read and write 100 frequently-used characters. **Prerequisite:** basic knowledge of Chinese or *Chinese For Beginners, Part I*.

Text: *Beginner's Chinese* (2010 edition)

Hua Yang, Ph.D.

10 TH, 7–9 P.M. 2/7–4/18, skip 3/14 \$189 (\$179)

French

QUICK START FRENCH FOR BEGINNERS

This all-in-one version of *French for Beginners* takes you through both semesters in an intensive, one-term course. A perfect introduction to French for students with little or no knowledge of the language, this course covers basic vocabulary and grammar and provides the speaking, listening, reading, and writing skills necessary to build a foundation for communication and comprehension. Along the way, learn about French customs and cultural insights.

Text: *Easy French Step-by-Step*

Yohanis Mibrathu, M.A.

15 W, 6–8 P.M. 1/30–5/15, skip 3/13 \$249 (\$239)

SURVIVAL FRENCH: FIVE KEYS FOR A SUCCESSFUL TRAVEL EXPERIENCE IN FRANCE

Although English has become virtually universal, using the native language is one of the best ways to fully immerse yourself in the culture of any foreign destination. Before you plan your next trip to Paris or anywhere in “la belle France,” learn five keys of French language and culture that will pave the way for a great experience. Become familiar with essential phrases, indispensable pronunciation tips, and French etiquette to make you feel at home on the streets of Paris or the town squares of Provence. This course complements regular French courses; however, no previous French study is required for enrollment.

Elizabeth New Seitz, Ph.D.

M, T, W, TH, 7–9 P.M. 3/4–3/7 \$85 (\$75)

American Sign Language

INTRODUCTION TO AMERICAN SIGN LANGUAGE

Learn the basics of American Sign Language (ASL) and how to communicate effectively using gestures, simple signs, and proper grammatical rules. This introductory course will allay myths and misconceptions many people may have toward ASL and the hearing-impaired and will help you to communicate with deaf people.

Suzanne Terrio, Ed.M.

10 W, 6–8 P.M. 1/30–4/3 \$179 (\$169)

Italian

ITALIAN FOR BEGINNERS, PART I

Begin your study of Italian with basic vocabulary, simple grammar rules, and sample dialogues for travelers and tourists. Improve your conversation skills through practice in class discussions and by reading passages.

Damiano Bonuomo, M.A.

10 M, 6–7:30 P.M. 1/28–4/22
skip 3/11, 3/25, 4/1 \$179 (\$169)

ITALIAN FOR BEGINNERS, PART II

Expand your language skills and develop greater understanding of Italian grammar and vocabulary. In this class you will build your conversational skills and will become familiar with Italian phrases to help you feel at home on your next trip to bella Italia (or the local trattoria!). **Prerequisite:** basic knowledge of Italian or *Italian for Beginners, Part I*.

Damiano Bonuomo, M.A.

10 W, 6–7:30 P.M. 1/23–4/17
skip 3/13, 3/27, 4/3 \$179 (\$169)

ITALIAN: INTERMEDIATE CONVERSATION

Continue to master the basics of Italian grammar and vocabulary. In this class you will build your conversational skills and take them to the next level. **Prerequisite:** *Beginning Conversation* or instructor consent.

Damiano Bonuomo, M.A.

10 W, 7:30–9 P.M. 1/23–4/17
skip 3/13, 3/27, 4/3 \$179 (\$169)

ITALIAN FOR TRAVELERS

Planning a trip to Italy soon? Making an effort with the native language goes a long way, and this class will help you impress your travel companions and locals alike! Learn essential phrases, vocabulary, and pronunciation tips, as well as Italian customs and culture that will help you feel at home in any piazza or pensione. This course complements regular Italian courses; however, no previous Italian study is required.

Text: *Basic Italian for Travelers*

Damiano Bonuomo, M.A.

Section A: 5 T, 6–8 P.M. 1/22–2/19 \$109 (\$ 99)

Section B: 5 T, 6–8 P.M. 2/26–4/16
skip 3/12, 3/26, 4/2 \$109 (\$99)

SPECIAL TRAVEL OPPORTUNITY

A Country with a View: The Grand Tour of Italy

May 16–27, 2013

Join cultural historian Martha Ann Fielder, Ph.D., to explore the history, art and culture of Bella Italia. This ten-day tour includes stops in romantic Venice, the early Renaissance cities of Padua and Siena, picturesque Florence, and the vibrant city of Rome – with stops at Italy’s great museums, churches and ancient landmarks. This special opportunity for an Italian Grand Tour is offered through Marco Art Tours. CAPE students receive a \$100 registration discount. For more information, registration and a complete itinerary, visit MarcoArtTours.com

Spanish

SPANISH: FULL IMMERSION CRASH COURSE

In only four nights, you’ll be immersed in the Spanish spirit. Jumpstart your preparations for an upcoming business trip or vacation and join us for these intensive sessions focusing on Spanish language and culture.

Rosa Jara-Simmons, M.A.

Section A: M, T, W, TH, 6:30–8:30 P.M. 2/4–2/7 \$109 (\$99)

Section B: M, T, W, TH, 6:30–8:30 P.M. 4/29–5/2 \$109 (\$99)

QUICK START SPANISH FOR BEGINNERS

This all-in-one version of *Spanish for Beginners* takes you through both semesters in an intensive, one-term course. A perfect introduction to Spanish for students with little or no knowledge of the language, this course begins with essential vocabulary and grammar and lays the groundwork for gradual development of basic skills for communication and comprehension. You will acquire fundamental language proficiency and an understanding of Spanish culture and customs.

Text: *Easy Spanish Step-by-Step*

Maria Teresa Cline-Hirsch, M.A.

15 TH, 6:30–8:30 P.M. 1/31–5/16, skip 4/25 \$249 (\$239)

SPANISH FOR BEGINNERS, PART I

This introduction to Spanish is for students with little or no knowledge of the language. Essential vocabulary and grammar will be presented, along with customs and cultural insights. The focus is on the development of basic speaking, listening, reading, and writing skills necessary for communication and comprehension.

Text: *Easy Spanish Step-By-Step*

Lucille Herrera, M.A.

Section A: 12 M, 6–7:30 P.M. 1/28–4/15 \$189 (\$179)

Alba Carvajal, M.A.

Section B: 12 W, 6–7:30 P.M. 1/30–4/17 \$189 (\$179)

SPANISH FOR BEGINNERS, PART II

This follow-up to *Spanish for Beginners, Part I*, continues building language skills and understanding of grammatical structures. **Prerequisite:** basic knowledge of Spanish or *Spanish for Beginners, Part I*.

Text: *Easy Spanish Step-By-Step*

Alba Carvajal, M.A.

12 W, 7:30–9 P.M. 1/30–4/17 \$189 (\$179)

CHARLAR Y CONVERSAR: NOW YOU’RE TALKING

Practice and expand your language skills through guided discussions and conversations. This course will help you to expand your vocabulary and familiarity with idiomatic expressions. **Prerequisite:** previous Spanish study or experience; or *Spanish: Tune Up and Talk!*

Maria Teresa Cline-Hirsch, M.A.

Section A: 6 M, 7–8:30 P.M. 1/28–3/4 \$109 (\$99)

Section B: 6 M, 7–8:30 P.M. 3/11–4/15 \$109 (\$99)

SPANISH: TALKING THROUGH THE TENSES

Improve your conversation skills and familiarity with using different verb tenses in this intermediate-level course. Explore Spanish literature through short stories and lively discussions. **Prerequisites:** basic understanding of Spanish, completion of first-year Spanish series and *Walking Through the Tenses*.

Texts: *Spanish Verb Workbook* and *501 Spanish Verbs*

Lucille Herrera, M.A.

7 M, 7:30–9 P.M. 2/4–3/18 \$119 (\$109)

LEYENDAS MEXICANAS

Explore the culture and legends of Mexico while developing your Spanish language skills. Students will read and discuss stories based in oral traditions from across Mexico to build vocabulary and improve conversation skills. This course will be conducted primarily in Spanish and is designed for students who previously have completed one or more semesters of Spanish.

Text: *Stories from Mexico/Historias de Mexico*

Maria Teresa Cline-Hirsch, M.A.

6 W, 7–8:30 P.M. 3/13–4/17 \$109 (\$99)

CUENTOS DE LATIN AMÉRICA: CONTEMPORARY LATIN-AMERICAN SHORT STORIES

Discover Spanish literature through a variety of contemporary Latin American stories, featuring a diversity of literary trends, styles and authors. Join us for discussions, conducted in Spanish, to expand your comprehension and improve your conversation skills.

Text: *Antología del Cuento Latinoamericano del Siglo XXI: Las Horas y las Hordas* (Spanish Edition)

Rosa Jara-Simmons, M.A.

10 M, 6–7:30 P.M. 2/11–4/15 \$179 (\$169)

MASTER OF LIBERAL STUDIES

Concurrent Enrollment in MLS Courses

Through CAPE, members of the community are invited to sample Master of Liberal Studies (MLS) courses. Enjoy participating in a semester-long class with SMU degree-seeking students, taught by University faculty, without the pressure of tests and quizzes.

The MLS graduate program is an adventure for the intellectually curious who want to explore all aspects of the human experience while enhancing their critical thinking and leadership skills. Students have the opportunity to study what they are most passionate about and are able to self-design their degree with concentrations in areas such as Media and Technology, Organizational Dynamics, Human Rights and Social Justice, Communications, Creative Writing and more.

CAPE students can take advantage of select courses to “test drive” the MLS program as non-credit students. CAPE students do not receive university credit for participating in MLS courses. The course fee is \$765, which is 50 percent of the graduate tuition. Classes start in January, and space is limited, so enroll today!

ARTS

CHEMISTRY AND TECHNOLOGY IN ART

Nicolay Tsarevsky, Ph.D.
14 T, 6:30–9:20 P.M. 1/22–4/30

JOAN IN ART: JOAN OF ARC'S 600TH BIRTHDAY

Holly Hill, Ph.D.
14 TH, 6:30–9:20 P.M. 1/24–5/2

GLOBAL STUDIES

ENERGY AND ECONOMY

Tony Robinson, M.S.
14 TH, 6:30–9:20 P.M. 1/24–5/2

GENDER IN A GLOBAL SOCIETY: TRADITION AND CHANGE

Vasu Duvvury, Ph.D.
14 TH, 6:30–9:20 P.M. 1/24–5/2

Course meets at SMU-in-Plano

INTERNATIONAL HUMANITARIAN AID IN A POST-COLD WAR WORLD

Hugh Parmer, J.D.
14 T, 6:30–9:20 P.M. 1/22–4/30

TRANSNATIONAL LITERARY TRADITIONS

Elizabeth Russ, Ph.D.
14 W, 6:30–9:20 P.M. 1/23–5/1

ISLAM, STATE AND SOCIETY

Robert Hunt, Ph.D.
14 TH, 6:30–9:20 P.M. 1/24 – 5/2

HUMANITIES

EVIL, SUFFERING AND DEATH IN THE NEW TESTAMENT

Jaime Clark-Soles, Ph.D.
14 W, 6:30–9:20 P.M. 1/23–5/1

FIRST PERSON AMERICAN LIVES

Ed Countryman, Ph.D.
14 M, 6:30–9:20 P.M. 1/28–5/6

HOW THE PEOPLE OF THE BOOK READ IT

David Gruber, M.S.
14 T, 6:30–9:20 P.M. 1/22–4/30

ORGANIZATIONAL DYNAMICS

LIVING SYSTEMS: AN INTRODUCTION TO ORGANIZATIONAL DYNAMICS

Charlotte Barner, Ed.D.
13 SA, 8:30 A.M.–12 P.M. 2/2–4/26

Course meets at SMU-in-Plano

TECHNOLOGY, HUMANITY AND IDENTITY

Martinella Dryburgh, Ph.D.
14 T, 6:30–9:20 P.M. 1/22–4/30

ARTS

CHEMISTRY AND TECHNOLOGY IN ART

How do major developments in science and technology influence materials and techniques used by visual artists? Explore a variety of art forms influenced in unexpected ways by technological advances in Antiquity, the Middle Ages, Renaissance, and modern periods throughout the world.

JOAN IN ART: JOAN OF ARC'S 600TH BIRTHDAY

Though portrayed in literature, film, visual art, and music many times in the 600 years since her birth, the real Joan of Arc remains an enigmatic mystery. Explore how some of the world's greatest artists, writers, filmmakers, and musicians portrayed Joan and examine her presence in contemporary art forms and media – from pop music to video games.

GLOBAL STUDIES

ENERGY AND ECONOMY

Sustainability is an interdisciplinary subject, with historical, scientific, and philosophical underpinnings. Examine how energy is woven into our economic systems and how we've arrived at our current behavior and attitude towards fossil fuels, alternative sources, and sustainability.

GENDER IN A GLOBAL SOCIETY: TRADITION AND CHANGE

Explore the cultural and social concept of gender in the United States and around the world from the perspectives of healthcare, religion, language, fashion, and mass media. Using ethnographic and historical data, learn about women's and men's experiences across cultures, class, ethnic, and social groups and the importance of gender in today's increasingly interconnected world.

INTERNATIONAL HUMANITARIAN AID IN A POST-COLD WAR WORLD

Hugh Parmer, appointed by President Clinton to lead the U.S. Humanitarian Response Bureau, managed humanitarian and disaster relief efforts in East Africa, the Caribbean, and Eastern Europe. Drawing from Palmer's experience on the front lines, examine the responses to natural disasters and conflicts around the world in the decades since the end of the Cold War.

TRANSNATIONAL LITERARY TRADITIONS

Compare the literary traditions of the Americas through modern novels from the United States and Latin America with a transnational perspective. Explore a variety of works that both address common themes and feature characters who move between one nation and another.

ISLAM, STATE AND SOCIETY

Examine the emergence of contemporary Islamic movements, in both Muslim states and societies and in non-Muslim areas. We'll investigate these movements through understanding of human rights, gender roles, democracy, and economic structures in contemporary Islamic thought.

HUMANITIES

EVIL, SUFFERING AND DEATH IN THE NEW TESTAMENT

Explore views on evil, suffering, death, and afterlife evinced by various New Testament authors. What was the context for these concepts for the authors, and how do they relate to our own day?

FIRST PERSON AMERICAN LIVES

Read a wide range of first-person American stories, from the seventeenth century to the present day, and gain insight on their lives and times and the challenges they faced. Investigate what made each of these Americans unique, but also what they held in common.

HOW THE PEOPLE OF THE BOOK READ IT

Take an in-depth look into the Jewish perspective on biblical text, with a focus on medieval commentaries that scholars still use today. How have interpretations changed with access to more information gained through new technologies and historical research?

ORGANIZATIONAL DYNAMICS

LIVING SYSTEMS: AN INTRODUCTION TO ORGANIZATIONAL DYNAMICS

Explore how positive interrelationships may influence and enhance organizations, including families, communities, and businesses. Learn from interdisciplinary perspectives from the fields of anthropology, education, and human development, as well as research from the cutting-edge fields of positive organizational scholarship (POS) and positive organizational psychology (POP).

TECHNOLOGY, HUMANITY AND IDENTITY

Explore how the use of Internet technology has affected the individual's concept of identity both at the personal and societal levels. We will study various topics such as exploring the digital person, digital surveillance and personal freedom, and issues of privacy in a wired world using presentations, current events, cases and online articles.



>> Learn More

For more information about the MLS program, individual courses and instructors, visit smu.edu/MLS

TEST PREPARATION WORKSHOPS

GMAT, GRE, LSAT, SAT PMP, PMI-RMP, PMI-ACP

If you want your application to be as competitive as possible, there's no better way to prepare than with SMU. Our courses combine hands-on and computer-based instruction to teach you comprehensive, proven test-taking strategies. Build your skills, reduce test-taking anxiety, and feel confident and prepared on test day. SMU offers courses to fit your schedule throughout the academic year and in the summer.

GRADUATE MANAGEMENT ADMISSION TEST (GMAT) PREPARATION COURSE

The GMAT prep class provides 24 hours of in-classroom instruction on the Quantitative, Verbal, Integrated Reasoning and Analytical Writing sections of the GMAT, and prepares you for the Problem Solving and Data Sufficiency questions most typically seen on the GMAT's Quantitative section. Strengthen your Reading Comprehension and Sentence Correction skills with proven tips that help you save time, eliminate mistakes, and improve your score. This course will teach you the critical reasoning skills tested on the GMAT's new Integrated Reasoning section and the Analytical Writing Assessment. This class is ideal for anyone looking to pursue a MBA or other business degree within the next five years.

6 SA, 8 A.M.–12 P.M. 1/26–3/2 or
4 T, 4 TH, 6–9 P.M. 3/26–4/18 or
4 M, 4 W, 6–9 P.M. 6/3–6/26 **\$999**

GRADUATE MANAGEMENT ADMISSION TEST (GMAT) PREPARATION COURSE **ONLINE**

Enjoy the quality of our traditional classroom GMAT Prep Class from the comfort of your home. The online class format is delivered by a live instructor, providing the interactivity of a classroom experience and the convenience of an online course. Sessions are recorded and made available for review. This comprehensive course includes a review of the mathematical and verbal concepts tested on the GMAT. The critical reasoning skills tested on the new Integrated Reasoning and Analytical Writing sections of the GMAT are also addressed. Course materials are included and shipped directly to you.

4 W, 4 M, 6–9 P.M. 2/20–3/18 or
4 T, 4 TH, 4 SU, 6–8 P.M. 4/2–4/28 or
6 W, 6 M, 6–8 P.M. 7/10–8/19 **\$999**

GRADUATE RECORD EXAM (GRE) PREPARATION COURSE

This comprehensive GRE prep class covers each of the three main sections of the GRE revised General Test – Analytical Writing, Verbal Reasoning, and Quantitative Reasoning. This 24 hour classroom program will prepare you for all of the question types you are likely to encounter on the GRE. This course is designed for returning students, recent graduates, and current undergraduate students looking for assistance with the complex quantitative and verbal skills needed to succeed on the GRE. All required course materials are included with this program.

6 SA, 1–5 P.M. 1/26–3/2 or
4 W, 4 M, 6–9 P.M. 3/27–4/22 or
4 T, 4 TH, 6–9 P.M. 6/4–6/27 **\$999**

GRADUATE RECORD EXAM (GRE) PREPARATION COURSE **ONLINE**

Get ready for graduate school with 24 hours of quality live-online instruction. The program is delivered in an easy to follow format and taught by an expert instructor. This interactive class is designed to provide you with the skills necessary to succeed on each section of the GRE. Live lessons give you the opportunity to participate in class discussions and in-class learning exercises. Each session is recorded so that you can watch and review the lessons on your own time. Course materials are included and shipped directly to you.

6 TH, 6 T, 6–8 P.M. 2/7–3/19 or
4 W, 4 M, 6–9 P.M. 3/20–4/15 or
5 T, 4 TH, 3 SU, 6–8 P.M. 4/23–5/21, skip 5/12 or
4 M, 4 W, 6–9 P.M. 6/3–6/26 or
6 T, 6 TH, 6–8 P.M. 7/9–8/15 **\$999**

LSAT GRADUATE EXAM PREPARATION COURSE

This intensive LSAT prep program includes 30 hours of classroom instruction from experienced exam preparation professionals. The easy to follow program uses proven techniques to simplify the LSAT. Learn easy-to-apply strategies for answering Logical Reason questions and Reading Comprehension passages. This class provides a comprehensive explanation of the Analytical Reasoning logic games and strategies for quickly solving each type of game. LSAT textbooks, study guides, diagnostic exams, and expert instruction are all included. This course is ideal for current undergraduates, recent graduates, and anyone looking to apply to Law School.

5 T, 4 TH, 6–9:20 P.M. 1/8–2/5 or
4 T, 4 TH, 6–9 P.M. 2 SU, 1–4 P.M. 5/14–6/6, skip 5/26 or
5 T, 5 TH, 6–9 P.M. 7/9–8/8 **\$999**

TEST PREPARATION WORKSHOPS

GMAT, GRE, LSAT, SAT PMP, PMI-RMP, PMI-ACP

LSAT GRADUATE EXAM PREPARATION COURSE **ONLINE**

This interactive online class includes 30 hours of instruction from LSAT experts. Students participate in class and practice new skills through structured assignments, practice exams, and in-class exercises. Students will learn new skills for solving the complex logic games found in the Analytical Reasoning section. Easy-to-apply strategies and skills help students improve their score on the Logical Reasoning and Reading Comprehension sections of the exam. This course is ideal for law school applicants seeking the flexibility of an online class and the interactivity of a traditional classroom experience. Course materials are included and shipped directly to you.

5 T, 4 TH, 3 SU, 6–8:30 P.M. 1/8–2/5, skip 2/3 or
5 TH, 5 T, 6–9 P.M. 5/2–6/4 or
10 SU, 5–8 P.M. 6/16–8/18 **\$999**

SAT EXAM PREPARATION COURSE

SAT Prep courses during the academic year prepare students to reach the exam date of their choice at peak performance. These courses meet once per week, allowing participants to practice their new skills during the week. This multi-week format of the SAT Prep Course leads to greater opportunities for learning and interaction with our expert instructors. Courses are conveniently scheduled in the weeks leading up to the most popular SAT dates.

4 SA, 8 A.M.–12 P.M. 2/9–3/2 or
4 SA, 8 A.M.–12 P.M. 4/6–4/27 **\$399**



SAT INTENSIVE COURSE in PLANO THIS SUMMER

July 15–18 and July 29–August 1

The SAT/ACT Summer Institute includes:

- 20 hours of expert classroom instruction
- Four hours of live online review leading up to the fall exam dates
- Course workbook and two course textbooks:
The Official SAT Study Guide – Second Edition
and *The Real ACT Prep Guide*

smu.edu/testprep

Don't just learn about project management, be a professional in the field. SMU can help you become certified in PMP, PMI-RMP and PMI-ACP through our online exam prep courses and take your career to the next level.

PMP® EXAM PREP COURSE **ONLINE**

This completely online and self-paced project management program builds successful project managers at all levels of the organization. It provides a comprehensive preparation for the PMP® certification exam including: exam-taking tips, 11 comprehensive module quizzes, and two full-length, 200-question practice exams covering the PMBOK® Guide areas of knowledge, which will provide a report to help you determine your areas of weakness. This course also contains video segments of project management professionals who offer advice and best practices about how to become a more effective project manager.

PDU/Contact Hours: 35 | CEUs: 3.5 **\$699**

PROJECT RISK MANAGEMENT: PMI-RMP® EXAM PREP **ONLINE**

This completely online and self-paced nine-module risk management course helps educate project managers in identifying and responding to project risk. This course provides a comprehensive preparation for the Project Management Institute's PMI-RMP® certification exam including: exercises, self-assessments, and case studies along with exam-taking tips and two full-length, 170-question practice exams covering the required four domains of risk management knowledge.

PDU/Contact Hours: 30 | CEUs: 3 **\$599**

AGILE CERTIFIED PRACTITIONER (PMI-ACP)™ EXAM PREP **ONLINE**

This completely online and self-paced course is designed to prepare learners for the Project Management Institute's Agile Certified Practitioner (PMI-ACP™) exam by exploring the methodologies, practices, tools and techniques that Agilists need to master to become proficient practitioners. Students will increase their knowledge of Agile concepts with interactive exercises, vocabulary games, flashcards and video segments from experienced Agile practitioners. Each student's understanding of key Agile concepts and principles will be tested in several comprehensive module quizzes as well as in two 120-question practice exams designed to mirror the PMI® certification exam process.

PDU/Contact Hours: 21 | CEUs: 2.1 **\$499**

SUMMER PREVIEW AND COURSES AT SMU-IN-TAOS

INFORMAL COURSES FOR ADULTS

SMU CAPE offers a selection of popular Informal Courses during the summer. Courses are offered on the Dallas and Plano campuses but can take you to distant places. Speak exotic languages in short practice courses in French and Spanish. Develop the photography skills to document your next great adventure. Take a trip back in time with courses in history and literature, or join your classmates on international field trips provided by our instructional partners. Look for registration information in April. In the meantime, make plans now to travel with us to Taos for these special courses:

LANDSCAPE PAINTING IN TAOS

Give yourself six days to explore the medium of your choice while finding a higher level of creativity and inspiration. Enjoy an exciting and intense week of painting the beautiful northern New Mexico landscape from various locations and the studio. Meet daily at SMU-in-Taos's campus Art Barn for discussion and/or short lecture and then drive to the location for the day. End the evening with camaraderie and critique.

M-SA, 7/8-7/13

LANDSCAPE PHOTOGRAPHY IN TAOS

Let your lens be your paintbrush. Modeled after the popular annual painting trip, digital artists can now explore the Taos landscape to create a photographic masterpiece.

M-SA, 7/8-7/13

SMU TAOS CULTURAL INSTITUTE

Offered through SMU's Office of Alumni Relations, the Taos Cultural Institute gives you two-and-a-half-days of in-depth, hands-on exploration of topics that reflect the unique cultural richness, scientific contributions and recreational opportunities of Northern New Mexico. Enjoy an unforgettable weekend in the land of enchantment July 18-21, 2013.

Summer 2013 Course Topics

THE SECRET CITY: LOS ALAMOS AND THE ATOMIC AGE

THE PRESIDENCY AND THE AMERICAN WEST

SAVOR THE FLAVOR OF SPANISH TAPAS

FLY-FISHING IN THE LAND OF ENCHANTMENT

NATURE'S MOST CHARISMATIC AND EXPLOSIVE FORCE

IMAGINING THE TAOS OF THE FUTURE

THE VIBRANT COLORS OF TAOS

For More Information or to Register for Courses

Please visit smu.edu/ci or contact the Cultural Institute directly by emailing taosci@smu.edu or calling 214-SMU-TAOS

PROFESSIONAL DEVELOPMENT

Certificate Program in Financial Planning

The U.S. Bureau of Labor Statistics predicts faster-than-average growth for financial planners as a better-educated, wealthier and longer-living population requires more investment advice and financial guidance. The SMU Certificate Program in Financial Planning is designed primarily to train those currently employed in the financial services industry who would like to build upon their prior professional experience and expand the breadth and value of their services. Our program combines expert instructors, CFP-Board registered curriculum, flexible course schedules, and two locations to provide the premier Financial Planning educational program in North Texas.

WHO SHOULD ATTEND?

- Accountants
- Investment advisors
- Stockbrokers
- Trust officers
- Attorneys
- Bankers
- Retirement or benefits specialists
- Insurance agents

PROGRAM INVESTMENT

For the Plano cohort, students register for the full certificate at once and pay a total of \$4,995. In the Dallas program, students enroll in and pay for each of the seven individual courses (\$775 at regular price or \$675 with early registration discount) in accordance with their preferred timeline for completing the certificate. Only students enrolled in the certificate program are eligible to enroll in CFP courses.

UPCOMING PROGRAMS

Join the Plano cohort which starts January 22. This option allows students to complete all seven of the required courses for obtaining the prestigious CFP® certification in only ten months. Alternatively, students may enroll in the program on the Dallas campus starting in April and take classes in keeping with a "Traditional Path" (one course per quarter) or a "Pacesetter Path" (two courses per quarter) towards the certificate.

Spring 2013 Courses

FUNDAMENTALS OF FINANCIAL PLANNING: 101

INVESTMENTS 103

TAX PLANNING: 105

FINANCIAL PLANNING STRATEGIES & CASE STUDIES (CAPSTONE): 107

Summer 2013 Courses

INSURANCE & RISK MANAGEMENT: 102

RETIREMENT PLANNING & EMPLOYEE BENEFITS: 104

ESTATE PLANNING: 106

FINANCIAL PLANNING STRATEGIES & CASE STUDIES (CAPSTONE): 107

>> Learn More

Participate in an Information Session. Offered throughout the year, these one-hour sessions are packed with information about the SMU Program and the CFP® certification process.

Visit smu.edu/cfp for details

SUMMER YOUTH PROGRAM

Give your kids - or grandkids - a creative, fun and educational experience this summer at SMU-in-Plano. Conveniently located off the Dallas North Tollway near The Shops at Legacy, we offer a variety of one-week enrichment workshops for students entering grades K-12.

Weekly workshops start June 10th and include:

- > LEGO® Learning
- > Adventures in Science
- > Digital Media and Gaming
- > Creative Arts & Music
- > Academic Enhancement Skills
- > Test Prep & College Planning

Registration opens in March. For more information, visit smu.edu/summeryouth



SMU IN PLANO



PROFESSIONAL DEVELOPMENT

Certificate Program and Courses in Website Design

In today's competitive online marketplace, businesses rely on skilled web professionals to enhance their online presence. The Certificate in Website Design at SMU will prepare you with the comprehensive knowledge of web applications and software for a successful career in the web design industry. This program is ideal for seasoned professionals looking to learn the latest industry advances, as well as beginning designers seeking a strong foundation from which to start their career. You will learn real-world skills from expert instructors while taking classes in a convenient, flexible, self-paced format. You will also create a professional website to serve as the foundation for your portfolio.

WHO SHOULD ATTEND

- *Aspiring web design professionals seeking a strong foundation in web technologies and techniques*
- *Seasoned web professionals looking to learn best practices and gain a professional credential*
- *Graphic design or administrative professionals seeking to enhance their skill set and résumé*
- *Small business professionals looking to create or improve their website*

PROGRAM INVESTMENT

Students may register for the full certificate with a discount, enroll in (and pay for) courses one-by-one on their way to completing the certificate, or take specific courses of interest. Prices are listed for each class when taken individually; all textbooks are included. Register upfront to take advantage of the special certificate price of \$3,024.

UPCOMING PROGRAMS

Spring 2013 Web Design courses meet weekdays, evenings and on Saturdays – convenient for busy, working professionals. Enrollments are accepted on an ongoing basis, and classes may be taken in any order. In as little as six months, you can earn your Certificate in Website Design from SMU and make a positive impact on your business and your career!

>> Learn More

Register for a complimentary online information session to learn more about our program, web industry trends and career options for certified web graduates.

Online information sessions will be offered:

- Wednesday, January 30
- Wednesday, March 13

Please RSVP at smu.edu/webdesign



STARTING AND RUNNING A SUCCESSFUL WEBSITE

ONLINE

Everything you always wanted to know about starting and running a website, but didn't know who to ask! From developing a business plan to promoting your website, this course teaches you practical techniques for business-oriented websites. We discuss e-commerce strategies and how to analyze competitor websites, choose the right hosting package, select an effective domain name and register your website on search engines. This course fills in knowledge gaps that vendors don't tell you and traditional computer courses won't address.

2 T, 2 TH, 6:30–8:30 P.M. 1/15–1/24 or
2 M, 2 W, 9–11 A.M. 5/6–5/15

\$270

HTML AND CSS

Hypertext Markup Language (HTML) has been the core language used to create sites on the World Wide Web since 1989. Meanwhile, Cascading Style Sheets (CSS) is the easy-to-learn formatting language used alongside HTML to precisely control the look and layout of text, images and other elements on professional web pages. In this course, you'll discuss versions of HTML, including XHTML and HTML 5, and learn HTML's role in the web design process. You'll learn to create headings and body text, insert hyperlinks, place and position images, and integrate style sheets to better format your documents. The course also introduces the syntax of CSS and explores its various properties such as font, color and positioning. You can't design a professional website without understanding both of these core technologies.

4 T, 4 TH, 5:50–8:50 P.M. 1/29–2/21 or
2 M, 2 W, 9:30 A.M.–4:30 P.M. 3/18–3/27

\$875

DREAMWEAVER

More than 80 percent of web professionals use Adobe Dreamweaver. In this class, you will learn to use this popular web design tool to produce professional quality websites. Topics covered include formatting headers and text, adding images to pages, creating hyperlinks and inserting tables. You will learn to use templates, style sheets and library objects to save time and manage a growing website with ease. You'll also learn to use several advanced Dreamweaver tools to create engaging user-interface elements including rollovers buttons, navigation bars, drop down menus and self-validating online forms. Toward the end, we'll practice publishing your completed site to a web host. This course combines introductory and advanced topics to ensure you can create websites using the full power of Dreamweaver.

2 W, 2 M, 9:30 A.M.–4:30 P.M. 1/23–2/4 or
4 T, 4 TH, 5:50–8:50 P.M. 4/9–5/9, skip 4/23, 4/25

\$875

WEB GRAPHICS WITH PHOTOSHOP

Adobe Photoshop is the industry standard for creating professional web graphics. This course covers fundamental Photoshop tools and best practices as well as advanced design techniques used by professional web designers. During the first half of this course, you'll learn to use Photoshop tools to manipulate and touch-up digital images. You'll explore sizing, cropping, and perfecting contrast, color balance, and other facets that mean the difference between amateur and professional digital images. During the second half, you will learn to prepare individual images, background graphics and navigation bars. You'll also design a full site template and convert it into a rich, functioning HTML and CSS page. During the course, you'll learn practical skills around the GIF, JPG and PNG image formats, filter effects, retouching digital photos, working with layers and many other tools. We'll even touch on color palettes, sizing and typography as you learn to design effective web interfaces. This course is a must for anyone looking to design professional, attractive websites.

2 M, 2 W, 9:30 A.M.–4:30 P.M. 2/11–2/20 or

4 T, 4 TH, 5:50–8:50 P.M. 3/5–4/4, skip 3/12, 3/14

\$875

WEBSITE DESIGN CAPSTONE

ONLINE

In this tutorial-style course, you'll experience the process used by professional freelancers and design firms to create professional quality websites. You will learn to assess site requirements, create project plans, design templates and sitemaps, and publish a complete website within the context of a simulated real-world web design project. With the guidance of a knowledgeable, web design professional, you will follow a structured design process throughout the course. Upon completion of the project, you will have created your own website that can serve as the beginning of a professional portfolio. This course is the capstone requirement for SMU's Web Certificate program and is exclusively available to certificate enrollees who have completed all other coursework before beginning this course.

5 M, 6:30–9 P.M. 1/14, 1/28, 2/11, 2/25 & 3/11 or

5 T, 6:30–9 P.M. 5/21, 6/4, 6/18, 7/9 & 7/23

skip 7/2

\$595



Save 18% by registering *and* paying upfront for *the* entire certificate program.

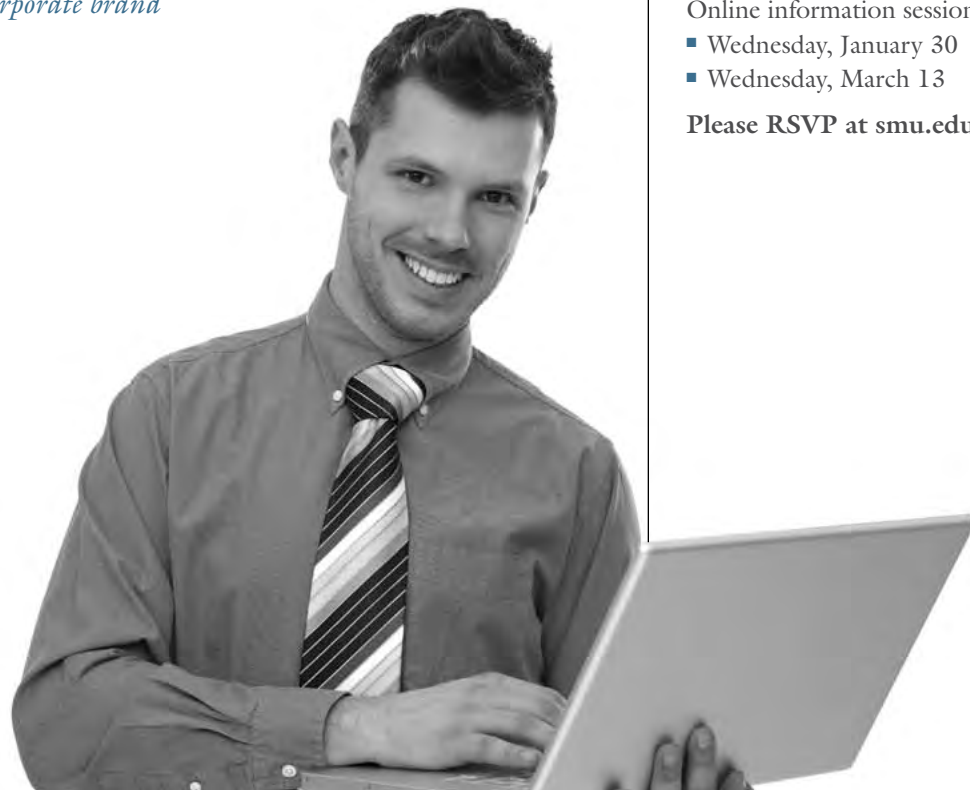
PROFESSIONAL DEVELOPMENT

Certificate Program and Courses in Graphic Design

The Certificate in Graphic Design will prepare you for a challenging, exciting and in-demand career in the graphic design industry. SMU's program serves students aspiring to freelance or in-house graphic design careers, as well as those looking to expand their skill sets and experience with the latest industry techniques and software. You will learn real-world skills from expert instructors while taking classes in a convenient, flexible, self-paced format. You will also create a professional graphic design project to serve as the foundation for your portfolio. If you want to develop and deliver top-notch professional graphic design projects, the SMU Graphic Design Certificate is definitely for you!

WHO SHOULD ATTEND?

- *Aspiring graphic design professionals seeking a strong foundation in the latest software applications*
- *Seasoned graphic designers looking to expand their knowledge and gain a professional credential*
- *Graphic design or administrative professionals seeking to enhance their résumé with advanced design skills*
- *Small business professionals looking to create a strong corporate brand*



PROGRAM INVESTMENT

Students may register for the full certificate with a discount, enroll in (and pay for) courses one-by-one on their way to completing the certificate, or take specific courses of interest. Prices are listed for each class when taken individually; all textbooks are included. Register upfront to take advantage of the special certificate price of \$3,024.

UPCOMING PROGRAMS

Spring 2013 Graphic Design courses meet weekdays, evenings and on Saturdays – convenient for busy, working professionals. Enrollments are accepted on an ongoing basis, and classes may be taken in any order. In as little as six months, you can earn your Certificate in Graphic Design from SMU and make a positive impact on your business and your career!

>> Learn More

Register for a complimentary online information session to learn more about our program, graphic design industry trends and career options for certified graphic designers.

Online information sessions will be offered:

- Wednesday, January 30
- Wednesday, March 13

Please RSVP at smu.edu/graphicdesign

INTRODUCTION TO GRAPHIC DESIGN

ONLINE

Graphic design is the visual expression of ideas. A graphic designer's role is to translate, communicate – and sometimes advocate – by giving form to ideas. Though communication is often done digitally, graphic design is thriving since graphic designers are now needed for both print (flyers, brochures, etc.) and digital (web templates, digital billboards, banner ads, etc.) design. In this course, you'll learn the fundamental skills that all graphic designers use: layout, color theory, typography, imagery and more. You'll also learn about tools and processes used by professional graphic designers and an overview of preparing designs for online viewing and printing. This course provides the foundation every professional graphic designer needs whether interested in freelancing, working in an agency or becoming an in-house designer.

2 M, 2 W, 6:30–8:30 P.M. 1/14–1/23 or

2 T, 2 TH, 9–11 A.M. 5/7–5/16

\$270

PRINT GRAPHICS WITH PHOTOSHOP

Adobe Photoshop is the industry standard for producing professional graphics and an essential tool for most design professionals, whether they work on digital or print images. In this course, you'll learn to retouch digital photos by cropping, sizing, and perfecting contrast, color balance and many other tools. You'll also learn to create attractive, engaging images using advanced manipulation techniques such as filter effects, custom brushes and selection tools. Lastly, you'll learn to employ a variety of image formats such as JPG and TIFF for print and digital design. If you're serious about working in the creative design industry, you must know this application well.

2 T, 2 TH, 9:30 A.M.–4:30 P.M. 1/22–1/31 or

4 M, 4 W, 5:50–8:50 P.M. 3/18–4/10

\$875

ADOBE ACROBAT

Adobe Acrobat's Portable Document Format (PDF) is the industry standard for exchanging electronic documents. Acrobat can maintain your page layout and prevent changes to documents, even when they are shared with others. Learn to create and edit PDF files with hyperlinks and indices. Practice optimizing fonts and images within documents to ensure a small file size and compatibility across platforms. If you transmit documents via email or work within the printing industry, this course is a must!

2 M, 2 W, 5:50–8:50 P.M. 2/4–2/13 or

2 SA, 9:30 A.M.–4:30 P.M. 4/27, 5/4

\$445

ADOBE INDESIGN

Adobe InDesign takes desktop publishing and design to another level. In this course, you'll learn to use the extraordinary power of InDesign to create multi-page documents and prepare them for print or export as a PDF. Topics include learning the work area, working with text and graphics, creating simple vector-based graphics and the basics of overall design. Advanced topics in this course include using styles to standardize the formatting throughout a document, managing color palettes and creating tables. This course is an absolute must for anyone needing to design professional and attractive brochures, reports, catalogs and other multi-page documents.

3 SA, 9:30 A.M.–4:30 P.M. 2/9–2/23 or

3 M, 2 W, 1 T, 5:50–8:50 P.M. 4/29–5/14

\$645

ADOBE ILLUSTRATOR

Adobe Illustrator is the leading industry tool used to create professional vector graphics for print and web designs. Used by design professionals worldwide, Illustrator provides precise and powerful drawing tools and a host of time-savers for busy professionals. In this course, you will learn to take advantage of Illustrator's powerful tools to create illustrations and typography effects. Work with colors, gradients, layers, fonts and photos to create eye-catching illustrations and text effects. Lastly, you'll learn to design advertisements and printable documents. We'll discuss both the print and web uses of this sophisticated graphics program.

3 M, 3 W, 5:50–8:50 P.M. 2/18–3/6 or

2 M, 1 W, 9:30 A.M.–4:30 P.M. 4/8–4/15

\$645

GRAPHIC DESIGN CAPSTONE

ONLINE

In this tutorial-style course, you'll experience the process used by professional freelancers and design firms to create professional quality graphic design pieces. You'll come to understand, in theory and practice, what makes good design – in form and space, in color fundamentals, in translating key messages into design and in utilizing typography and images effectively. With the guidance of a knowledgeable, graphic design professional, you will follow a structured design process throughout the course. Upon completion of the project, you will have created your own creative pieces that can serve as the beginning of a professional portfolio. This course is the capstone requirement for SMU's Graphic Design Certificate program and is exclusively available to certificate enrollees who have completed all other coursework before beginning this course.

5 W, 1 TH, 6:30–9 P.M. 2/13, 2/27, 3/13, 3/27 & 4/11 or

5 W, 6:30–9 P.M. 5/22, 6/5, 6/19, 7/10 & 7/24

skip 7/3

\$595



Save 18% by registering and paying upfront for the entire certificate program.

PROFESSIONAL DEVELOPMENT

Certificate Program in Paralegal Studies

Paralegals are an essential part of the successful law firm. The SMU Certificate in Paralegal Studies is a six-month, noncredit certificate program designed to advance the legal skills and career options of professionals in the legal industry. All modules are taught by carefully selected and experienced attorneys who share their knowledge and expertise. Additionally, we provide career development support and paralegal resource materials including textbooks, reference books and website support for students progressing through the program.

WHO SHOULD ATTEND?

- *Legal staff wishing to enhance or advance their careers by earning a professional credential*
- *Career changers seeking a professional career with strong compensation*
- *Students considering law school who would like a head-start on their peers*

PROGRAM INVESTMENT

Due to the cohort nature of the program, students register and pay for the Paralegal certificate (six classes) at one time. Tuition is \$5,495 and includes textbooks. Student loan options are available to those who qualify.

>> Learn More

Register for a complimentary online information session to learn more about our program, legal industry trends and career options for paralegals.

Online information sessions will be offered:

- Thursday, January 10
- Thursday, March 14

Please RSVP at smu.edu/paralegal

UPCOMING PROGRAMS

Spring 2013 cohorts begin on February 12 and again on March 30. Admission into the program requires a four-year undergraduate degree and/or four years of professional work experience. Enrollments are accepted on an ongoing basis. In just six months, SMU's certificate program allows you to enter the rewarding paralegal field with the confidence and credentials to succeed.

Spring 2013 Courses

INTRODUCTION TO LAW
TORTS & PERSONAL INJURY
LEGAL RESEARCH & WRITING
CIVIL LITIGATION
CONTRACT LAW
BANKRUPTCY



PROFESSIONAL DEVELOPMENT

Certificate Program in Nonprofit Leadership

In today's increasingly complex and competitive environment, effective leadership is absolutely essential to organizational performance. To meet the demands of all their stakeholders, exemplary leaders must be trained in the skills to articulate agency mission, oversee tactical operational needs, and simultaneously inspire their teams to higher and higher levels of performance. This program develops skills based on relevant leadership theories and practices in the context of creating a robust organization and a stronger community.

The Nonprofit Leadership Certificate Program (NLCP) is uniquely designed to maximize both the industry expertise of the Center for Nonprofit Management and the academic reputation and quality standards of SMU to give nonprofit leaders the opportunity to examine their leadership style and strengths, while exploring practical ways to more effectively achieve their organization's mission. The program consists of eight sessions over an academic semester. Participants are required to attend all sessions to receive the certificate.

WHO SHOULD ATTEND?

Participants should have at least five years of nonprofit work experience and have held CEO and/or executive position(s) at a nonprofit agency for a minimum of two years, either as a paid staff member or as a volunteer. Executive Directors are welcome to identify a succession planning candidate with the requisite years of experience to enroll in the program in the event that a junior staff member has been identified as an up-and-coming Executive Director. Exceptions will be considered on a case-by-case basis.

Application and registration forms are available at cnmdallas.org



Center for Nonprofit Management™
strengthen | lead | innovate

SPRING 2013 SESSIONS

LEADERSHIP ROLES IN MISSION, VISION AND VALUES
Explore the leadership role in defining the organization's mission, vision and values and how these are applied to guide agency strategy.

LEADERSHIP STRENGTHS

Identify personal leadership strengths and how these can be used to model healthy leadership and personal authenticity.

LEADERSHIP STYLE

Identify the strengths and behaviors that shape leadership style.

THE EXECUTIVE DIRECTOR'S ROLE IN BUILDING EFFECTIVE BOARDS

Explore the unique position the executive nonprofit leader has in board governance and board best practices that can help support effective agency performance.

FUNDING, MARKETING AND STRATEGY

Identify the links between strategy, marketing and funding and explore the ways that the executive leader drives performance in these areas.

ORGANIZATIONAL CULTURE AND CHANGE MANAGEMENT

Explore the importance of organizational culture with a focus on the skills, resources and practices nonprofit executives can access in order to anticipate change and adapt with agility.

THE FIVE PRACTICES OF EXEMPLARY LEADERSHIP AND CAPSTONE PROJECT

Learn the five best leadership practices as identified by Kouzes and Posner, and how to apply these practices in your professional and personal lives. Presentation of participant capstone projects.

ETHICS AND PUBLIC RELATIONS

Discuss ethical leadership practices, including stewardship of resources for mission fulfillment, values-based decision-making and an ethics-based organizational culture. Explore the impact of ethics on the public face of the agency.

8 F, 9 A.M.– 3 P.M. 1/25–4/12

\$2,100 – Center for Nonprofit Management Members

\$2,800 – Non-members

Registration includes all materials, continental breakfast and lunch (full-day sessions only).

ONLINE LEARNING

Courses and Certificate Programs in Business Skills

SMU CAPE partners with national leaders in online teaching and learning to offer a growing library of self-paced, practical, career-enhancing courses available at your home or office desktop.

You may take an individual course or register to take several courses and earn a certificate in topics ranging from communications and creativity to human resources and project management. You can participate at any time, day or evening. The online classroom is open 24 hours a day, 7 days a week. In the online classroom, you might listen to audio lectures, view slides, take quizzes, read articles and/or post comments in the online discussion with your fellow participants and the instructor.

It is easy to participate in your online course or certificate program. After you register, you will be given a web address to gain access into your online classroom using your email address and password. Join the millions of people who are learning online each year and enhance your business acumen.

smu.edu/CAPEonline



MANAGEMENT

HANDLING DIFFICULT EMPLOYEE BEHAVIOR

This course is designed to prepare managers to deal with troublesome and difficult behavior by employees. By effectively addressing, coaching and counseling employees, you can improve their behavior and improve morale, staff retention, productivity and teamwork. This course uses videos to illustrate each behavior type so that you can more easily apply the techniques to your current work environment. Focusing on dealing with the behavior (not the person), tools and techniques for positive change are clear and well-defined.

Access Time: 90 days | CEU: 1 \$199

HOW TO COACH

Managers who lead and manage through coaching – providing encouragement, feedback and support – are more successful in “working through others.” This brief course focuses on the skills and techniques of positive coaching in an organizational setting, including listening actively, providing constructive feedback based on observation, reinforcing positive employee performance through recognition and praise, and teaching new skills.

Access Time: 30 days | CEU: .5 \$79

MANAGING IN A MODERN ORGANIZATION

This course considers the fundamentals of management and how managers can be effective in organizational settings. Based on D. Quinn Mills’ book, *Principles of Management*, a text used at Harvard Business School, this course addresses managing in the modern organization.

Access Time: 30 days | CEU: .5 \$79

MANAGING PEOPLE

To be successful and move ahead in his or her career, a manager must understand how to manage people, including motivating workers and coordinating their activities. This course will explain how the goals, empowerment, measurement (GEM) system of management can be employed and how organization structures differ. The course will also cover the difficulty of discipline while trying to maintain momentum.

Access Time: 30 days | CEU: .5 \$79

TIME MANAGEMENT

One of the more precious resources a manager has is his or her time. Managers can become more effective by employing time management and scheduling techniques, delegating, outsourcing key tasks and employing technology. Effective time management helps managers achieve their goals.

Access Time: 30 days | CEU: .5 \$79

LEADERSHIP, MENTORING AND COACHING

Certificate in Leadership

What is leadership and why is it important? How does a leader encourage change without triggering fearful resistance? What are the key elements to leading an effective team? What is the role of charisma in leadership? How can a leader achieve work-life balance? This suite of courses addresses all of these questions and many more.

Based on D. Quinn Mills’ book, *Leadership: How to Lead, How to Live*, the courses in this suite offer advice on leadership that can help you stand out as a leader among your peers. Video segments introduce Dr. Mills and other leaders who discuss such issues as how leaders become leaders, leadership ethics, and the differences between leaders, managers, and administrators.

Each three to five hour, self-paced course offers an assortment of interactive exercises, videos, selected readings, case studies and self-assessments. One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price.

Upon successful completion, you can download a printable certificate of completion for this online course suite. The program has no textbooks or prerequisites. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- Introduction to Leadership – \$79
- Leaders and Work-Life Balance – \$79
- Leading and Managing Change – \$79
- Leading Teams – \$79

Access Time: 120 days | CEUs: 2 | HRCI Credits: 2

Full Certificate \$199

Supervisory and Leadership Certificate

Your employees are your most valuable resources. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. Get practical, easy to understand, and insightful methods for new and even experienced supervisors and managers. Learn about effective delegation, performance management, and writing performance reviews. Discuss the specifics of the supervisor’s role and responsibilities, and strategies for improving your overall effectiveness as a leader. The four units of this certificate are not available as independent courses.

Topics include:

- Unit 1 – Understanding the Role of the Supervisor
- Unit 2 – Effective Delegation
- Unit 3 – Performance Management
- Unit 4 – Writing Performance Reviews

Access Time: 90 days | CEUs: 3

Full Certificate \$395

Business Coaching Certificate

Mentoring and coaching have come to be used more frequently in organizations to improve leadership competencies and provide employee support. It has benefits for the employer and employee. Develop skills in the development, implementation and support of coaching and mentoring programs in your workplace. Take home the much-awaited toolkit you have been searching for to improve your employees’ performance and create the working environment that your employees will find truly rewarding. The four units of this certificate are not available as independent courses. The two modules include:

MENTORING AND COACHING IN THE WORKPLACE LEVEL 1

- Unit 1 – Introduction to Mentoring/Coaching
- Unit 2 – Coaching Versus Mentoring
- Unit 3 – The Effective Mentor or Coach
- Unit 4 – Issues in Mentoring and Coaching

MENTORING AND COACHING IN THE WORKPLACE LEVEL 2

- Unit 1 – Employee Considerations in Workplace Programs
- Unit 2 – Development of a Coaching/Mentoring Program
- Unit 3 – Critical Evaluation of Your Workplace Program
- Unit 4 – Final Issues for Mentoring/Coaching in the Workplace

Access Time: 90 days

Full Certificate \$295

SUSTAINABLE MANAGEMENT

Certificate in Sustainable Management

Sustainability refers to the use of ecosystems and their resources in a manner that satisfies current needs without compromising the needs or options of future generations. A sustainable business is one that generates profits for its owners, protects the environment, and improves the lives of the people with whom it interacts.

One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price.

Upon successful completion, you can download a printable certificate of completion for this online course suite. The program has no textbooks or prerequisites. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- An Overview of Sustainable Management – \$99
- Corporate Social Responsibility – \$99
- Measuring Sustainable Management Performance – \$99
- Sustainable Management: Leadership Ethics – \$99
- Triple Bottom Line Accounting – \$99

Access Time: 150 days | CEUs: 2.5

Full Certificate \$459

FINANCE

Certificate in Finance Essentials

This online certificate program introduces non-financial managers to the essentials of finance. The course will help you become conversant in critical financial terminology, and you'll learn how to calculate key financial management indicators.

You will learn how to assess your organization's financial health by reviewing balance sheets, income statements, and statements of cash flow, and you will discover how finance and accounting tools can be used to support informed decision making within organizations.

Each three to five hour, self-paced course offers an assortment of interactive exercises, videos, selected readings, case studies, and self-assessments that engage you and structure your learning about organizational finance. One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price.

Upon successful completion, you can download a printable certificate of completion for this online course suite. The program has no textbooks or prerequisites. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- Financial Planning and Control – \$79
- How to Read a Financial Statement – \$79
- Introduction to Business Statistics – \$79
- Introduction to Finance – \$79
- Time Value of Money and Risk – \$79
- Understanding and Managing Budgets – \$79

Access Time: 180 days | CEUs: 3

Full Certificate \$399

HUMAN RESOURCES

Certificate in Human Resource Management

An effective human resource management strategy is a valuable asset to any company, but those running small businesses often cannot justify designating a full-time HR professional to manage employee relations, compensation, policy-making, performance management, and employee appraisals.

This suite of courses will teach you the basics of managing the benefits and policies that support an effective staff. What does an employer need to know about anti-discrimination regulations? What are the key aspects of pay policies? How can employers avoid the traps of the employee selection process? In this suite of courses, you will discover the answers to these and other important questions.

Each three to five hour, self-paced course offers an assortment of interactive exercises, videos, selected readings, case studies, and self-assessments that will engage you and structure your learning about human resource management. One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price.

Upon successful completion, you can download a printable certificate of completion for this online course suite. The program has no textbooks or prerequisites. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- Compensation – \$79
- Employee Selection – \$79
- Equal Employment Opportunity – \$79
- Introduction to Human Resource Management – \$79
- Performance Management – \$79
- Talent Management and Career Development – \$79

Access Time: 180 days | CEUs: 3 | HRCI: 14

Full Certificate \$399

COMMUNICATIONS

Certificate in Business Communications

Because corporate higher-ups and stakeholders can't support your ideas – or recognize you for them – without first understanding what they are, communicating clearly and concisely in written and oral formats is critical to your professional success. From clarifying and structuring your ideas to designing the PowerPoint slides that will best complement them, the techniques, interactive exercises, and checklists in this suite will help you create presentations and workplace documents that inform and persuade. One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price.

Upon successful completion, you can download a printable certificate of completion for this online course suite. The program has no textbooks or prerequisites. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- Effective Business Writing – \$125
- Effective Presentations – \$125

Access Time: 60 days | CEU: 1

Full Certificate \$149

CREATIVITY AND INNOVATION

Certificate in Innovation and Critical Thinking

Because organizations must innovate to stay alive in today's highly competitive marketplace, organizations need employees who can channel their creativity and innovation toward organizational challenges and goals. This suite of courses will first help you become re-acquainted with your own stores of creativity and innovation. Next, you are given a set of tools that allow you to leverage your creativity to identify and solve organizational problems. One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price.

Upon successful completion, you can download a printable certificate of completion for this online course suite. The program has no textbooks or prerequisites. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- Creativity in Teams and Organizations – \$79
- Innovation in Teams and Organizations – \$79
- Introduction to Critical Thinking – \$95
- Personal Creativity – \$79

Access Time: 120 days | CEUs: 2.2

Full Certificate \$249

ENTREPRENEURSHIP

Certificate in Entrepreneurship

This online certificate program introduces key issues in entrepreneurship for those looking to start a business on their own. What does it take to build and grow a business from scratch? What personal characteristics are shared by successful entrepreneurs? What types of resources are available to budding entrepreneurs, and where can you find them? Participants who complete this program will have the answers to those questions and others that are essential to the success of their businesses.

Each three to five hour, self-paced course offers an assortment of interactive exercises, videos, selected readings, case studies, and self-assessments that engage entrepreneurs and structure their learning about their field. One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price.

Upon successful completion, you can download a printable certificate of completion for this online course suite. The program has no textbooks or prerequisites. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- Accounting and Finance for Entrepreneurs – \$129
- Business Law for Entrepreneurs – \$129
- Introduction to Entrepreneurship – \$129
- Leadership and Management for Entrepreneurs – \$129
- Strategic Marketing for Entrepreneurs – \$129

Access Time: 150 days | CEUs: 2.5

Full Certificate \$599

SMU CERTIFICATE PROGRAM *in* FINANCIAL PLANNING

EARN A FINANCIAL CERTIFICATE IN A CLASSROOM SETTING

“Now, hands down, the CERTIFIED FINANCIAL PLANNER™ certification is the preferred designation. Only three percent of financial planners are CERTIFIED FINANCIAL PLANNER™ professionals.

It's no guarantee, but they've crossed a threshold 97 percent haven't.”

– John Austin, *Boston Herald*

Spring cohort forming now.

Information Sessions offered throughout the year.

See page 15 for more information.



MARKETING

eMarketing Essentials Certificate

Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your web site traffic, doing search engine optimization, and how to successfully employ online advertising.

This course is relevant for any type of organization, including businesses, companies, nonprofits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors are experts and can provide the latest information and answer your toughest questions.

Three, one-month courses; self-paced; including readings. One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- Improving Email Promotions – \$195
- Boosting Your Web Site Traffic – \$195
- Online Advertising – \$195

Access Time: 120 days

Full Certificate \$495

Social Media for Business Certificate

Get in on this exciting and growing way to communicate, market and serve your customers and clients. From Facebook to Twitter, blogging, YouTube, LinkedIn, and more, discover the new principles of communication that apply across all networks and how these specific social networks work and the possible uses for your organization.

Learn how social networks are used to develop a two-way communication and marketing strategy for your organization. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing. Your instructors are outstanding practitioners who also speak, write, and train others on social networks.

Three, one-month courses; self-paced; including readings. One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- Introduction to Social Media – \$195
- Marketing Using Social Media – \$195
- Integrating Social Media in Your Organization – \$195

Access Time: 120 days

Full Certificate \$495

NONPROFIT MANAGEMENT

Certificate in Nonprofit Management

This online certificate program introduces learners to key current management issues for nonprofit organizations. Fundraising, board and volunteer development, budgeting, reading financial statements, leadership, marketing, and setting strategic direction are all addressed, and video commentary on these crucial topics will give you insight into how nonprofit professionals apply key concepts in their own organizations.

Each three to five hour, self-paced course offers an assortment of interactive exercises, videos, selected readings, case studies, and self-assessments that will engage you and help you practice effective decision making in a nonprofit setting. One or more courses can be taken independently or register for the full certificate to receive all courses in the suite for a discounted price.

Upon successful completion, you can download a printable certificate of completion for this online course suite. The program has no textbooks or prerequisites. Visit us online at smu.edu/CAPEonline for full course descriptions.

Courses include:

- Budgeting in a Nonprofit Organization – \$79
- Capital Campaigns – \$79
- Fundraising for Nonprofit Organizations – \$150
- How to Read a Nonprofit Financial Statement – \$79
- Leadership in a Nonprofit Organization – \$99
- Nonprofit Board and Volunteer Development – \$150
- Principles of Marketing for Nonprofit Organizations – \$79
- Strategy for Nonprofit Organizations – \$79

Access Time: 240 days | CFRE: 27 | CEUs: 4

Full Certificate \$699



PROJECT MANAGEMENT COURSES

PROJECT MANAGEMENT TEAM LEADERSHIP

Project management team leaders have a tremendous responsibility and opportunity to develop and exhibit leadership skills. This course first discusses the roles and responsibilities of the project management team leader, in particular their responsibility with regard to project stakeholders. Next, the course discusses how project management team leaders can build a positive team environment through effective communication, team building activities and reflective listening. Lastly, the course covers problem solving within the team. Team leaders must have an understanding of the team dynamic for decision-making and must be able to manage conflict among personality differences and barriers. The course contains 12 brief case studies designed for application of the content to real-world scenarios, as well as six comprehensive module quizzes and a 72-question final assessment.

Access Time: 180 days

PDU/Contact Hours: 18 | CEUs: 2 \$359

QUALITY MANAGEMENT BASICS

Quality Management Basics provides a firm foundation for anyone looking to understand quality management practices and techniques. The course combines instructional material with interactive exercises, vocabulary games and flashcards to explain the core concepts and strategies of effective quality management. Case studies and examples from manufacturing and service sectors help to explain the nuances of quality concepts, while video segments from experienced quality management professionals provide expert insight into the real-world application of quality principles. The course is self-paced to allow students as much time as needed to absorb information and to understand the key concepts that will help them satisfy their stakeholders and delight their customers.

Access Time: 180 days

PDU/Contact Hours: 12 | CEUs: 1.2 \$299

MANAGING REAL WORLD PROJECTS

This online, self-paced six-module course presents a streamlined approach to project management based on the best practices of experienced, effective project managers. It cuts through the clutter and focuses on the key principles of project management in the real world, offering a clear road map for leading a project through the five key project stages: Initiating, Planning, Controlling, Executing and Closing. Each stage is illustrated by examples and video commentary by project management professionals, where you can see how best practices are applied to solve project challenges. Numerous mastery quizzes and ten interactive real world case studies allow you to test your understanding of the content, along with a comprehensive course-ending exam.

Access Time: 180 days

PDU/Contact Hours: 10 | CEU: 1 \$249

EMOTIONAL INTELLIGENCE FOR PROJECT MANAGERS

Emotional intelligence (EI) is our ability to identify and control our emotions to achieve positive outcomes in our relationships. Project managers with high EI are better equipped to deal with team members, vendors, stakeholders and sponsors, and to handle and resolve conflicts. This one-module course reviews the underlying concepts of emotional intelligence and explores how project managers can improve, and make use, of their emotional intelligence.

Access Time: 30 days

PDU/Contact Hours: 3 | CEU: .5 \$79

ETHICS FOR PROJECT MANAGERS

Business ethics represent the standards for right and wrong that govern how businesspeople act. The term also refers to the study of moral principles in the workplace. This one-module course reviews the major ethical issues facing project managers. It looks at the specific challenges project leaders may confront as they deal with team members, vendors, stakeholders and sponsors.

Access Time: 30 days

PDU/Contact Hours: 3 | CEU: .5 \$79

PROJECT MANAGEMENT FOR INFORMATION TECHNOLOGY

Project management refers to the art, or science, of directing projects. This course, Project Management for Information Technology, focuses more specifically on how project management concepts can be applied to IT projects, as well as on project management issues that are unique to IT projects. It reviews the concepts, methodologies, and tools of project management as it relates to IT. Students will also learn about fundamentals, such as integration management, scope, costing, quality, human resources, risk management and procurement. This course contains eight comprehensive module quizzes and a 70-question final assessment spanning IT project management areas of knowledge.

Access Time: 180 days

PDU/Contact Hours: 25 | CEUs: 2.5 \$499



Don't just learn about project management,
be a professional in the field. Become certified in:

PMP | PMI-RMP | PMI-ACP

Online test preparation courses available.
See page 13 for more information.

CONTACT AND REGISTRATION INFORMATION

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HOW TO ENROLL

- Enrollment is quick and easy online at smu.edu/cape. You may browse and register for classes by subject, instructor or location. MC/Visa/Discover/Diners Club are accepted.
- You may also print out a registration form from our website and submit it by mail or by fax with credit card information or a check payable to SMU.
- If you call or come by our office, a staff member will be happy to assist you with the registration process.
- Students must enroll before attending a course; instructors are unable to accept enrollment fees nor walk-in students who are not officially registered.

GENERAL INFORMATION

- Classes are limited in size and spaces are assigned on a first-come, first-served basis. Please register early to secure a spot and avoid disappointment. Classes are subject to cancellation due to insufficient enrollment.
- Upon registration, you will receive a confirmation with detailed location and parking information.
- Credit cards and checks are accepted as tuition payment. Some classes require students to purchase additional text books or supplies, others do not.
- SMU Continuing and Professional Education (CAPE) reserves the right to substitute instructors, change course locations, cancel courses, adjust curricula or schedules, limit enrollment or refuse service.
- By participating in SMU CAPE, a participant agrees to abide by all University policies, including the SMU Student Code of Conduct and the SMU Code of Ethics. Failure to abide by these policies will result in participant dismissal.

SPECIAL DISCOUNTS

- Current or retired SMU staff and faculty, current SMU students and all SMU graduates are eligible for discounts on many CAPE courses. Discounts vary depending on program. For more information, please review policies for your specific program of interest.
- CAPE offers special rates for groups of 10 or more, as well as completely customizable programs in an array of content areas. For details on custom training and group discounts, please contact our office.

CAMPUS DESIGNATION AND PARKING

- All courses meet on the main SMU campus in Dallas unless otherwise noted. Parking on campus requires a permit which is provided with CAPE registration at no additional charge. CAPE students may also choose to use SMU visitor parking for a fee.
- A confirmation letter containing course location and a parking permit (Dallas campus) will be emailed to all enrolled students. Enrollees are encouraged to contact the office if confirmation is not received promptly.
- Courses noted with PLANO are held on SMU's Plano campus on Tennyson Parkway. Parking is free at SMU-in-Plano and no permit is required.

CANCELATION, REFUNDS AND TRANSFERS

If you have a situation that prevents you from participating in the course for which you are registered, we will gladly assist you. Partial refund, transfer and escrow options are available to students before the first day of the course. Once a course has started, refunds are not available, but we work with students to provide solutions based on individual program policies. At SMU CAPE, we understand that your time is valuable. It is our pledge to you that we will provide excellent customer service worthy of your expectations. Please visit smu.edu/cape for full policy details for specific programs.



OTHER SMU PROGRAMS FOR ADULT LEARNERS

Cox School of Business

Fully accredited by the prestigious AACSB, Cox embraces SMU's philosophy that learning is a lifelong process by offering several MBA options for working professionals, as well as Master of Science degrees in accounting, entrepreneurship, finance and management. The Professional MBA, designed for those with at least two years of significant work experience, allows students to customize their coursework and career path with a concentration, and is offered in both Dallas and Plano. The Executive MBA attracts students with an average of 15 years of work experience and provides a general management focus delivered on alternating Fridays and Saturdays over 21 months on the main campus. Both the PMBA and EMBA programs are ranked in the Top 20 by leading business publications and enable participants to deepen their business skills without sacrificing career momentum. Cox Executive Education also offers several graduate certificate programs and professional development courses throughout the year, as well as customized training to companies.

cox.smu.edu/mba

Dedman College of Humanities and Sciences

Based in historic Dallas Hall, Dedman College is the heart of SMU and home to the humanities, social sciences, and natural and mathematical sciences – disciplines fundamental to the traditions of higher education. Dedman offers 30 graduate programs, 18 leading to a Master's degree and 12 to a Ph.D. degree, some of which schedule classes accessible to working professionals. The Godbey Lecture Series is an outreach program sponsored by Dedman to introduce the Dallas community to many of SMU's outstanding faculty and to the exciting scholarly research that takes place in the university.

smu.edu/graduate

Dedman School of Law

Ranked among the premier schools in the U.S., Dedman School of Law offers a part-time evening program for those with full-time careers or other responsibilities seeking a J.D. degree with the same intellectual rigor as the full-time program. Students in the part-time program take the same required courses as full-time students, and courses are taught by the same distinguished faculty. Small classes and an intimate environment foster a commitment to the personal development of every law student. The curriculum is designed so that evening students can earn a law degree in four years, with flexibility to tailor an individual course of study. Graduates can apply their degrees toward a career in law, as well as leadership in other professions.

law.smu.edu

Lyle School of Engineering

Lyle's Graduate Certificate Programs enable students to make a short-term commitment to a specialized area of study to enhance their professional career or continue beyond the certificate to pursue a Master's degree, applicable to real-world problems and innovative solutions. A weekend format as well as on-campus, on-location, and distance education offerings provide learning flexibility and allow students, including military personnel, to earn a certificate or degree from anywhere in the world. Led by industry-savvy instructors, certificates are available in 30 areas including Computer Science and Software; Engineering Management, Information and Systems; Environmental and Civil Engineering; and Mechanical Engineering.

smu.edu/lyle/graduate/prospectivestudents/certificateprograms

Simmons School of Education and Human Development

The Master of Liberal Studies (MLS) is an adventure for the intellectually curious who want to explore all aspects of the human experience while enhancing their critical thinking and leadership skills. Students have the opportunity to study what they are most passionate about and are able to self-design their degree with concentrations in areas such as Organizational Dynamics, Communications, Media and Technology, Human Rights and Social Justice, Creative Writing and more. Students can attend on a part-time or full-time basis, and take advantage of a tuition rate that is significantly reduced. Most courses are offered on the main campus, with some also available on the Plano and Taos campuses.

smu.edu/mls

The Department of Dispute Resolution and Counseling resides on the Plano campus and offers a Masters of Arts degree in Dispute Resolution and a Master of Science degree in counseling. Both programs share a focus on the resolution of problems, whether by professional mediators or licensed therapists, and are tailored to accommodate the adult learner. New terms start every ten weeks and most classes are offered in the evenings, on weekends and occasionally as week-long formats, including unique opportunities for international travel. The department also offers graduate certificate programs, noncredit executive education seminars for organizations and professional continuing education workshops for mental health professionals.

smu.edu/education/departments/disputeresolutioncounseling.asp



HELP US EXPAND CAPE!

Do you have a new course idea? Are you a prospective instructor? If you'd like to propose a course or teach a class, please submit a Course Definition Form and an Instructor Application Form available online. Proposals are accepted year round and will be considered for the next available academic term. We value your input and look forward to receiving your ideas and suggestions.





Register now *for* these and other Spring 2013 programs:

THE MISSION OF CAPE is to provide education and training to enhance careers and transform lives and organizations.

SMU CAPE engages our community through educational opportunities that offer quality, convenience, affordability and flexibility. Our unique, interdisciplinary course content serves as a gateway to higher education, allowing students to continue and guide their own learning.



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