



LEARNING FOR LIFE

Classes: March–August 2022

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and register.
Or call 303.399.0093



Contents

Business, Marketing, Careers, & Nonprofit Center

Business & Marketing	18-21
Careers	22-23
Nonprofit Administration.....	16-17

Computer Training & Technology Center

Computer Training.....	4-8
------------------------	-----

Creativity, Writing, Arts, Music, & Voice-Over Center

Arts & Crafts; Photography	37-39
Music.....	35
Performing Arts & Voice-Over.....	34
Writing & Publishing	35-36

Finance & Real Estate Center

Money Management.....	23-25
Real Estate.....	26-27

Languages Center

Languages	12
Spanish Program.....	9-11

Leisure, Home, Travel & Enrichment Center

Cooking	28
Home & Garden.....	27-28
Leisure.....	29
Travel.....	13

Personal Development & Communication Center

Communication.....	33
Metaphysics & Spirituality	32
Mind & Body Wellness	29-30
Meditation & Yoga	30-31
Personal Development & Life Skills	31-33

Special Programs & Policies

Special Events	13-15
Certificate Programs.....	3
Free Classes.....	26-27
Registration & Policies	41

Colorado Free University 7653 E. 1st Place, Denver, CO 80230 |

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President's Message

Thank you for checking out this, our first fully digital, CFU course catalog! After 35 years, we will miss our good old paper catalog, but it is time to go green!

You'll be able to leaf through just like you've done with our paper catalog. You can print it out at home, if you like, on regular 8 1/2 x 11 inch paper. You can also search for classes on the freeu.com website and register online. Call us at (303) 399-0093 and we'll take care of you over the phone. You'll want to visit the website, also, for new additions and class updates.

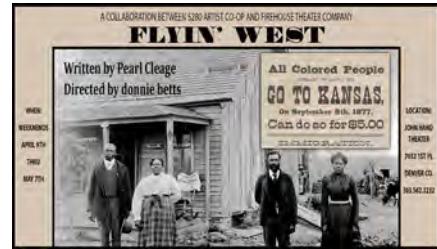
Celebrate our 35 years of bringing quality lifelong learning opportunities to Denver by registering for class. Today, you can find both in-person and online classes. Something for everyone. With all the online classes we now offer, you can grab a friend from anywhere in the country and hop into a class together!

See you in class!

Helen Hand
CFU President

Now playing at the

JOHN H AND THEATER



April 9-May 17, 2022

Tickets: firehousetheater.com

Certificate Programs

Find Digital/Social Media classes on pp 18-21. Find Nonprofit classes on pp 16-17.



Digital Marketing Certificate of Completion For Business Professionals or Aspiring Social Media Managers

Anyone using the Internet and social media to bring in clients, customers, and sales must understand the quickly changing landscape and strategies of digital marketing in order to be effective. CFU has organized its classes into a course of study to prepare you to implement or direct your business' digital marketing campaigns. It is suggested that you start with Overview Classes, explore the various platforms and tools of digital marketing by taking some Core Courses, and then take the Final Strategy classes to complete. **A minimum of thirteen (13) courses is required to earn a Digital Marketing Certificate of Completion.**

NOTE: To earn the certificate, it is not necessary to enroll or pay for a special certificate program course. Simply start taking any of the qualifying classes listed below and contact the office when you think you've fulfilled the requirements or are getting close. We'll review your record and issue a certificate. Note that course offerings do change from time to time; we will honor the classes and curriculum published when you started the program. It is possible to complete a certificate in 3-6 months.

Overview Class (required and recommended to take early):

- Digital Marketing Overview (#1935)
- The Keys to Promoting Your Business Online (#1989)

Core Courses – take 8 or more:

- Google Analytics 101 (#1990)
- Twitter & Instagram for Business: Find & Engage Your Audience (#3732)
- Using LinkedIn to Grow Your Business (#3350)
- How to Make a Podcast for Fun & Profit (#3730)
- Marketing 101: The Key Elements of Your Marketing Strategy (#1987)
- Google My Business: Bring Traffic to Your Site (#3740)
- Plan a Marketing Calendar (#3399)
- Customer Journey Strategy (#3134)
- Search Engine Optimization (#1988)
- Branding Your Business (#3208—not a digital marketing class but helpful)
- Be the Blog: The Key to Writing for the Web (#3418)
- Develop Your Digital Marketing Strategy: Putting It All Together (#3633)

Final Strategy Classes – Required:

- Social Media ROI (#3630)

CFU is not an accredited university. These certificates are not equivalent to a college degree, but do establish a foundation of knowledge.

Certificate in Nonprofit Leadership & Administration

This certificate in nonprofit leadership and administration establishes a foundation for those wanting to work in the nonprofit sector. CFU is not an accredited university and the certificate is not a university degree, but the course of study will enable someone starting out in the not-for-profit world to learn the basics. **To earn the certificate, students must complete ten (10) classes, at least seven (7) coming from the list of Core Courses.**

NOTE: It is not necessary to enroll or pay for a special certificate program course. Simply start taking any of the qualifying classes listed below and contact the office when you think you've fulfilled the requirements or are getting close. We'll review your record and issue a certificate. It is possible to complete a certificate in 3-6 months.

Core Courses:

- How to Start a Nonprofit Organization (#7105)
- Become a Grant Writer (#3271)
- How to Create a Business Plan That Works (#3272)
- Building Your Nonprofit for the Future: Strategic Planning that Works (#7106)
- The 3 R's of Volunteers: Recruitment, Retention, and Recognition (#7104)
- Building & Developing the Best Board (#3205)
- Annual Campaigns: Make Your Year (#3106)
- Equity & Inclusion Certification Program (#8877)
- Orientation to the Nonprofit World (#7104)
- Successful Fundraising for Nonprofits (#7108)
- Inclusive Leadership: Essential Aspiring Leaders, Boards, & Corporations (#8880)

Electives:

- Write Better Right Now (#2089)
- Discover Your Talents, Develop Your Strengths (#3226)
- Public Speaking: Embodied Presence for Any Audience (#1187)
- Branding Your Business (#3208)
- Any business/marketing course

Computer Training

Personal Computer Basics with Windows 10

Getting Started

This class is designed for anyone who has never used a personal computer. Begin building an understanding of what a PC is and how it works. Topics include defining hardware and software; what's going on inside the computer (RAM, CPU, and the hard drive); and how information gets saved. Hands-on activities include working with a mouse and keyboard, basic Windows and internet skills, an introduction to working with files, and a brief overview of Windows 10 tiles. This class is held using Windows 10.

Sue Price

Prerequisite: None
\$74 Non-Member \$59 Member
Includes handouts

CFU LOWRY: Near 1st & Quebec
3400FH: One Wed., 9AM-12PM 3/16
3400FI: One Sat., 9AM-12PM 4/9
3400FJ: One Mon., 9AM-12PM 4/18
3400FL: One Sat., 9AM-12PM 5/7
3400FM: One Tue., 9AM-12PM 5/24
3400FN: One Sat., 9AM-12PM 6/4
3400FQ: One Fri., 9AM-12PM 6/24
3400FR: One Sat., 9AM-12PM 7/16

Using Microsoft Windows 10

This course will help you become more comfortable with the Windows 10 user interface and its basic capabilities. Explore the basic tools and features of Windows 10; learn how to create documents, send email, browse the internet, and share information between applications and with other users.

Prerequisite: Previous exposure to personal computers, desktop applications, and the internet is needed.

\$139 Non-Member \$124 Member
Includes training materials

CFU LOWRY: Near 1st & Quebec
3410DV: One Sat., 9AM-4PM 3/26
3410DW: One Fri., 9AM-4PM 4/15
3410DX: One Sat., 9AM-4PM 5/21
3410DY: One Fri., 9AM-4PM 6/17
3410EA: One Sat., 9AM-4PM 7/23

CompuSkills Software Requirements

Classes at **CFU LOWRY:** Students use PCs and software in the computer lab.

Classes **ONLINE:** Students must have the appropriate software installed on their personal computer.

Introduction to Google Mail

Google is the big kid on the block, and it's going to be around long after other platforms are gone. Google is at the forefront of mobile platforms and connectivity and is a leader in innovations of all kinds. Best yet, Google offers many applications for free! In this hands-on class, learn to start and customize a Gmail account. Discover the features that come with a Google account including those to create and share web-based Google Docs (drive) and calendars. **Sue Price**

Previous knowledge or experience:
Understanding of the basics of Windows
\$74 Non-Member \$59 Member
CFU LOWRY: Near 1st & Quebec
3406DI: One Sat., 9AM-12PM 4/16
3406DJ: One Wed., 9AM-12PM 5/25
3406DK: One Sat., 9AM-12PM 6/18
3406DL: One Mon., 9AM-12PM 7/25

Using Google G Suite

In this course, you will learn about the features and functionalities of the apps included in most G Suite editions—Gmail, Google Drive, Google Docs, Google Slides, Google Drawings, Google Sheets, Google Forms, Google Hangouts, Google Calendar, and Google Sites—and work within their respective environments. This is an introductory class intended for users who are new to Google G Suite and who do not have prior experience with the features. **Sue Price**

Prerequisite: Basic Windows skills and familiarity with Microsoft Office suite
\$144 Non-Member \$129 Member
Includes training materials

CFU LOWRY: Near 1st & Quebec
3408CF: One Fri., 9AM-4PM 3/18
3408CG: One Thu., 9AM-4PM 4/21
3408CH: One Wed., 9AM-4PM 6/8
3408CI: One Tue., 9AM-4PM 7/12

Microsoft PowerPoint

Create professional presentations with Microsoft's impressive presentation software. This Introductory course covers all the basics of how to set up and run a presentation. Offered in PowerPoint 2016 or PowerPoint 2019.

Previous knowledge or experience:
Understanding of basics of Windows
\$179 Non-Member \$164 Member
Includes training materials

PowerPoint 2016

CFU LOWRY: Near 1st & Quebec
3495QA: One Thu., 9AM-4PM 4/28 (2016)
3495QC: One Fri., 9AM-4PM 6/10 (2016)
3495QE: One Tue., 9AM-4PM 7/19 (2016)

PowerPoint 2019

CFU LOWRY: Near 1st & Quebec
3495PY: One Fri., 9AM-4PM 4/1 (2019)
3495QB: One Thu., 9AM-4PM 5/12 (2019)
3495QD: One Mon., 9AM-4PM 6/27 (2019)



Microsoft Publisher 2016

Microsoft Publisher is an easy-to-use program for creating newsletters, brochures, business cards, postcards, and flyers for print, email, and the web. In this course you will learn how to create a publication from scratch or use one of the hundreds of business and personal design templates available in Publisher.

Previous knowledge or experience:
Understanding of the basics of Windows
\$174 Non-Member \$159 Member
Includes training materials

CFU LOWRY: Near 1st & Quebec
3499GN: One Thu., 9AM-4PM 7/28

Sue Price has been teaching computer classes at CFU since 2008. Sue teaches Microsoft Office classes, Beginning PCs, Google Mail, Google Drive and Windows classes on weekdays and weekends.

Lou Smith began offering training for popular software in 1986 and has provided database and IT support at Children's Hospital Colorado Foundation. Lou has also taught at Red Rocks Community College, Arapahoe Community College, and AT&T. He teaches evening Microsoft Office classes.

Computer Training



Microsoft Excel

Analyze, manage, and share data of all kinds, from personal and professional budgeting to scheduling. The **Level 1** class provides all the basics for creating and editing spreadsheets and workbooks and performing simple calculations. In **Level 2** learn to streamline and enhance your spreadsheets with templates, charts, graphics, and formulas. The **Level 3** class includes topics in advanced data entry functions and capabilities as well as task automation, data analysis and worksheet collaboration. **Offered in Excel 2016 or Excel 2019.**

Level 1

Previous knowledge or experience:

Understanding of the basics of Windows
\$179 Non-Member \$164 Member
Includes training materials

Excel 2016

CFU LOWRY: Near 1st & Quebec
3480MT: One Tue., 9AM–4PM 4/5 (2016)
3480MY: One Fri., 9AM–4PM 5/6 (2016)
3480NC: One Thu., 9AM–4PM 6/2 (2016)
3480ND: One Sat., 9AM–4PM 6/11 (2016)
3480NG: One Wed., 9AM–4PM 7/6 (2016)
ONLINE: Via Zoom
3480MVZ: One Fri., 9AM–4PM 4/22 (2016)
3480MWZ: One Wed. & One Thu., 6–9PM
 Begins 4/27 (2016)
3480NFZ: One Tue. & One Wed., 6–9PM
 Begins 6/21 (2016)
3480NIZ: One Fri., 9AM–4PM 7/15 (2016)

Excel 2019

CFU LOWRY: Near 1st & Quebec
3480MU: One Mon., 9AM–4PM 4/11 (2019)
3480MX: One Sat., 9AM–4PM 4/30 (2019)
3480NB: One Tue., 9AM–4PM 5/17 (2019)
3480NE: One Thu., 9AM–4PM 6/16 (2019)
3480NH: One Sat., 9AM–4PM 7/9 (2019)
3480NJ: One Wed., 9AM–4PM 7/20 (2019)
ONLINE: Via Zoom
3480NAZ: One Wed., 9AM–4PM 5/11 (2019)

Level 2

Prerequisite: Excel Level 1 or equivalent knowledge
\$179 Non-Member \$164 Member
Includes training materials

Excel 2016

CFU LOWRY: Near 1st & Quebec
3481XM: One Wed., 9AM–4PM 4/13 (2016)
3481XQ: One Tue., 9AM–4PM 6/14 (2016)
ONLINE: Via Zoom
3481XOZ: One Fri., 9AM–4PM 5/20 (2016)
3481XSZ: One Tue. & One Wed., 6–9PM
 Begins 7/26 (2016)

Excel 2019

CFU LOWRY: Near 1st & Quebec
3481XN: One Tue., 9AM–4PM 4/19 (2019)
3481XP: One Fri., 9AM–4PM 6/3 (2019)
3481XT: One Fri., 9AM–4PM 7/29 (2019)
ONLINE: Via Zoom
3481XLZ: One Wed., 9AM–4PM 3/23 (2019)
3481XRZ: One Thu., 9AM–4PM 6/30 (2019)

Level 3

Prerequisite: Excel Level 2 or equivalent knowledge
\$189 Non-Member \$174 Member
Includes training materials
CFU LOWRY: Near 1st & Quebec
3482IY: One Fri., 9AM–4PM 4/29 (2016)
3482JA: One Wed., 9AM–4PM 6/29 (2016)

Excel Dashboards for Interactive Reporting

A dashboard is a single screen that displays charts, tables, and other visual data components on a related subject. Learn how to create Dashboards that will transform business data into actionable information. In this class you will: create an interactive, dynamic information source within Excel, set up a structure to allow data to flow to the dashboard, design a dashboard that is visually effective and easily modified. Class is offered in Office 2016 but will be appropriate for Office 2007-2019 users. **Mitzi Katz**

Prerequisite: Excel Level 2 or equivalent knowledge
\$179 Non-Member \$164 Member
Includes training materials
ONLINE: Via GoToMeeting
3483FDZ: One Wed., 9AM–4PM 4/20

Last chance for Excel Dashboards!

Microsoft Word

MS Word for Windows allows you to create and format personal and professional documents and tables of all kinds. **Level 1** teaches basic skills to create, edit, and format texts. **Level 2** covers how to use mail merge, work with tables, charts, and graphics and how to customize documents. **This class is offered in Word 2016 or Word 2019.**

Level 1

Previous knowledge or experience:

Understanding of the basics of Windows
\$179 Non-Member \$164 Member
Includes training materials

Word 2016

CFU LOWRY: Near 1st & Quebec
3442CX: One Sat., 9AM–4PM 3/19 (2016)
3442DB: One Fri., 9AM–4PM 4/8 (2016)
3442DD: One Thu., 9AM–4PM 5/5 (2016)
3442DH: One Wed., 9AM–4PM 6/1 (2016)
3442DK: One Thu., 9AM–4PM 7/7 (2016)
ONLINE: Via Microsoft Teams
3442DAZ: One Tue. & One Wed., 6–9PM
 Begins 3/29 (2016)
3442DGZ: One Wed. & One Thu., 6–9PM
 Begins 5/25 (2016)
3442DLZ: One Wed., 9AM–4PM 7/13 (2016)

Word 2019

CFU LOWRY: Near 1st & Quebec
3442CY: One Tue., 9AM–4PM 3/22 (2019)
3442DC: One Wed., 9AM–4PM 4/20 (2019)
3442DF: One Thu., 9AM–4PM 5/19 (2019)
3442DI: One Mon., 9AM–4PM 6/13 (2019)
3442DJ: One Sat., 9AM–4PM 6/25 (2019)
3442DM: One Fri., 9AM–4PM 7/22 (2019)
ONLINE: Via Zoom
3442DEZ: One Tue., 9AM–4PM 5/10 (2019)

Level 2

Prerequisite: MS Word Level 1 or equivalent knowledge
\$179 Non-Member \$164 Member
Includes training materials

Word 2016

CFU LOWRY: Near 1st & Quebec
3443PT: One Fri., 9AM–4PM 3/25 (2016)
3443PW: One Thu., 9AM–4PM 6/23 (2016)

Word 2019

CFU LOWRY: Near 1st & Quebec
3443PV: One Mon., 9AM–4PM 4/25 (2019)
3443PX: One Wed., 9AM–4PM 7/27 (2019)

Computer Training

Outlook, OneDrive & Office 365 (3 in 1)

Essential Communication & Organization Tools

In this one class, learn to maximize Microsoft Outlook, OneDrive, and the other apps of Office 365. The first half of the day will be spent on the multifaceted communications tool, Outlook. Even if you are comfortable with Outlook's email, there are likely to be many features you have yet to fully realize, such as calendars and scheduling, contact management, tasks, notes, and journaling. Get a better understanding of the top features of each Outlook component, including shortcuts and component integration. The afternoon portion of class will be split between OneDrive and the rest of Office 365. Microsoft OneDrive is the online cloud storage system integral to Office 365. Using OneDrive, you can create new files, view recent files, share files, and assign privileges for viewing or editing the shared files among all of Office 365's many apps (Word, Excel, PowerPoint, Teams, and more. Learn the differences between the online apps and the full desktop versions of the programs and explore the new interface. Even former users of 365 can benefit from learning the new features and discovering how the older ones have been updated with new looks, new locations, and new functionality. Come prepared for class with your username and password for your email/ Microsoft account. Students are welcome to use their own account if they have one or create one in class. **Mitzi Katz**

Previous knowledge or experience:

Understanding of the basics of Microsoft Office and the internet; a computer with Microsoft Office (2013, 2016, 2019 or Office 365 version), an internet connection
\$184 Non-Member \$169 Member
Includes training materials
ONLINE: Via GoToMeeting
3465FZ: One Tue., 9AM-4PM 4/26
3465GZ: One Thu., 9AM-4PM 7/28



Mitzi Katz, MA in education, has developed coveted training solutions and has educated thousands of end users for the past thirty-five years. When the first personal computers were introduced into the market, Mitzi became passionate about technology and made a change in careers from public school education to professional educator, where she began providing computer training. Mitzi prides herself in offering gentle instruction with the goal of assisting the student while they capture and retain the information. When Mitzi is not teaching, she can be found in the garden, hiking, bicycling, and skiing with her family.

Microsoft Office Intensive

3 in 1 Word/PowerPoint/Excel

This introductory/beginning course will cover the most important basic features in Microsoft Office Suite: **Word**, **Excel**, and **PowerPoint**. You will be able to create and manage files using best practice techniques that will provide a foundation for the way you work with your computer. Files and practice labs included. This is a terrific bang-for-your buck class! **Mitzi Katz**

Previous knowledge or experience: Understanding of the basics of Windows; a computer with Microsoft Office (2013, 2016, 2019 or Office 365 version), an internet connection.

\$244 Non-Member \$229 Member

Includes training materials

ONLINE: Via GoToMeeting

3430OZ: One Thu., 9AM-4PM 3/24

3430PZ: One Tue., 9AM-4PM 6/21

PowerPoint for Use in the Online World

Webinars & Presentations

Well-crafted, organized, compelling online presentations are more important than they've ever been. In an effort to stay connected during our current state-of-affairs, people are jumping online to communicate with clients, colleagues, groups and friends. Regardless of which communication tool you use, the information you are conveying still needs to be effectively organized and presented in a professional manner. This session is intended to offer tips and tricks for using PowerPoint in the most efficient and effective way possible with your online work. Whether you are new to PowerPoint or are self-taught, there are shortcuts and features that are guaranteed to save you time and frustration while building a strong presentation.

Mitzi Katz

Previous knowledge or experience: Computer Basics Course requirements: a computer with Microsoft PowerPoint (2013, 2016, 2019 or Office 365 version), an internet connection.

\$79 Non-Member \$64 Member

Includes handouts

ONLINE: Via GoToMeeting

3497AEZ: One Mon., 1-4PM 3/28

Adobe Acrobat Pro DC

More Than PDFs!

Adobe Acrobat offers so much more than simply manipulating PDFs and this class gives an excellent foundation to its major features and uses. With Acrobat you can combine PDFs, change their order, separate them, convert them, and show them as a presentation. You can create and apply digital signatures and add bookmarks, links, and buttons for navigating through online documentation. Acrobat can also serve as a "container" for multiple files created from multiple software applications such as Word, Excel, or PowerPoint. Best yet, Acrobat is probably the industry standard for creating forms. **Mitzi Katz**

Prerequisite: Understanding of basics of Windows, a computer with Adobe Acrobat Pro DC, and an internet connection.

\$174 Non-Member \$159 Member

Includes training materials

ONLINE: Via GoToMeeting

3454CFZ: One Thu., 9AM-4PM 5/19

Computer Training

On Demand eLearning Courses

On demand eLearning courses allow you to learn at your own pace and whenever it's convenient for you. All eLearning courses come with an instructional video, downloadable e-notes workbook, practice file, and knowledge review questions to assess your understanding of the topic. All training includes online support at no extra cost. The video courses are composed of six 15-minute segments, for total of 90-minutes per topic session, and are accessible for 120 days. Once you register, you will receive a link and code giving you access to training videos and supplemental learning resources, including an e-notes workbook, practice files, and knowledge review. The instructor will be available to provide support and answer questions via phone or email. **Mitzi Katz**

Simply Excel

Learn the basics of an Excel spreadsheet, such as efficient navigation; how to create basic formulas and format simple accurate worksheets, as well as manage sheet tabs.

Prerequisite: None

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3422Z22: Six 15-minute lessons

Excel Tips & Tricks

Focused on shortcuts that will help you work more efficiently and effectively – minimizing time spent in the software and maximizing your time with the content of your work. This course includes favorite shortcuts and features collected over the lifetime of Excel.

Prerequisite: Simply Excel or beginning knowledge

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3423Z22: Six 15-minute lessons

Excel Charts

A picture can be worth 1,000 words (or worth nothing if the wrong data is charted with the wrong charts). This course is intended for any level user who needs to know how to create meaningful charts in the most efficient way.

Prerequisite: Simply Excel or beginning knowledge

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3424Z22: Six 15-minute lessons

Excel PivotTables

If you have basic Excel skills and use Excel for any type of business, this course is for you. Take your reporting to a new level in Excel! A pivot table is an analytical tool that summarizes data; it pulls a unique list of values from tabular data. This is "crunching data" at its finest! Let the pivoting begin!

Prerequisite: Simply Excel or beginning knowledge

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3425Z22: Six 15-minute lessons

Excel Formulas & Functions

This course is intended for brave beginners, intermediate and advanced users who need best practices, shortcuts, and an introduction to the newest built-in functions.

Prerequisite: Simply Excel

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3427Z22: Six 15-minute lessons

Excel Dashboards

Use a dashboard to capture reporting in a single screen displaying charts, tables, and other visual data components on a related subject. No longer is there a need to send multiple files for data analysis!

Prerequisite: Excel Tips & Tricks, PivotTables, Formulas & Functions, or intermediate knowledge

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3426Z22: Six 15-minute lessons

Excel Analytics

Excel Analytics introduces features specific to analyzing the data that has been collected for reporting purposes. Includes pivot tables, scenario manager, data tables, goal seek and solver, 3D formulas and consolidate, and database features.

Prerequisite: Intermediate knowledge

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3428Z22: Six 15-minute lessons

NEW! Simply PowerPoint

Learn the basics of creating a PowerPoint presentation, such as efficient navigation, managing text and graphics, applying template designs, and working with slide master.

Prerequisite: Understanding of basics of Windows

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3491Z22: Six 15-minute lessons

Simply Word

This course includes optimizing Microsoft Word setup for a strong foundation, including formatting, tabs to tables, shortcuts for navigating, entry, and editing.

Prerequisite: Understanding of basics of Windows

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3444Z22: Six 15-minute lessons

Word Intermediate Essentials

Learn how to put the many uses of the styles menu to work for you, so you can build skills, increase your productivity, and turn out more professional-looking documents. Topics covered include headers and footers and managing graphics, among others.

Prerequisite: Simply Word or beginning knowledge

\$99 Non-Member \$99 Member

ONLINE: On Demand eLearning

3446Z22: Six 15-minute lessons



Adobe Photoshop Elements 2019

Elements is the perfect program for everyday people who want to organize, transform, create, and share their photo memories via their computer, the web, or their mobile devices. Some of the features you'll learn are how to make photo remixes and mashups, use guided edits, crop images, add photo effects, create slideshows, move objects in photos, and more. **Brenda Bennett**

Previous knowledge or experience:

Understanding of the basics of Windows
\$159 Non-Member \$144 Member

Includes training materials

CFU LOWRY: Near 1st & Quebec

3447FL: One Fri., 9AM-4PM 5/6

3447FM: One Mon., 9AM-4PM 7/18

Computer Training

Creative professionals know that the fastest and easiest way to learn Adobe CC programs is with structured, hands-on, instructor-led training. Tempting as YouTube videos are, they cannot address the complexity of these programs and often instill unhelpful habits. CFU's experienced instructors will get you using these incredible tools while giving guidance on best practices and efficient workflows. Plus CFU's fees are 45% less than what you'd pay for the same information elsewhere in town. Classes are small, so you get lots of individualized attention. Quality and value—you can't beat that. Sign up today!

Exploring Adobe Illustrator

Illustrator remains one of the most versatile, flexible, and easy-to-use graphics rendering programs out there. In this three-hour introductory class, you'll see how Illustrator works with shapes, color, gradation, and other graphic elements to create logos, backgrounds, and textures as well as learn how to turn fonts into graphic shapes. You will have an opportunity to recreate a basic logo from an imported scan and learn all the basic tips required to make almost anything you can imagine on this fun to use program.

Jeff Danelek

Previous knowledge or experience:

Understanding of the basics of Windows
\$94 Non-Member \$79 Member
CFU LOWRY: Near 1st & Quebec
3440S: One Sat., 1-4PM 7/16

Adobe Illustrator CC

Learn the basic functions and tools to help you design and illustrate vector graphics in Adobe Illustrator. The instructor will cover artboard and workspaces, an in-depth discussion with hands on practice of the tool palette and drawing aids such as the shape builder. Explore artistic brushes, and the many creative libraries in this program. Learn to make patterns, use symbols, the pen tool, clipping masks, live trace and live paint!

Brenda Bennett

Previous knowledge or experience:

Understanding of the basics of Windows
\$459 Non-Member \$439 Member
Tuition includes training materials
CFU LOWRY: Near 1st & Quebec
3450HM: One Tue. & One Wed., 9AM-4PM
Begins 4/12
3450HO: One Tue. & One Wed., 9AM-4PM
Begins 6/21
ONLINE: Via Zoom
3450HNZ: One Wed. & One Thu., 9AM-4PM
Begins 5/25

Brenda Bennett (Illustrator, Photoshop, InDesign, Elements, Lightroom) is an accomplished graphic designer who has taught for CFU for over 12 years.

Jeff Danelek ("exploring" classes) has over 30 years in the graphics industry and maintains a small design studio and writes novels in his spare time.

Exploring Adobe InDesign

In this introductory class, learn how to set up multiple pages, import and place photos, work with text strings, and create character and paragraph style menus. You'll have opportunity to use the program recreate a basic flyer and observe a demo of InDesign's more advanced features. This class is perfect for the novice who's considering whether to learn more about the program. For a more in-depth training, take the two-day Adobe InDesign CC, #3451. **Jeff Danelek**

Previous knowledge or experience:

Understanding of the basics of Windows
\$94 Non-Member \$79 Member
CFU LOWRY: Near 1st & Quebec
3445V9: One Sat., 1-4PM 4/9
3445W: One Sat., 1-4PM 7/23

Adobe InDesign CC

This course introduces you to the newest techniques and tools used in Adobe InDesign CC, and will give you the skills you need to create files that look polished and professional. Real-world tasks are presented in an easy-to-follow, step-by-step format using hands-on exercises. Learn to create professional page layouts including both single page and multipage documents, productivity shortcuts, and best practices. Explore the drawing and design tools, learn color management and how to create and save custom gradients and the gradient tool; use the CC Library and proper image placement and management; learn object styles for speed and continuity; link text frames and basic typography controls including various text wraps. Explore master pages and the Book feature. **Brenda Bennett**

Previous knowledge or experience:

Understanding of the basics of Windows
\$459 Non-Member \$439 Member
Tuition includes training materials
CFU LOWRY: Near 1st & Quebec
3451FS: One Tue. & One Wed., 9AM-4PM
Begins 4/26
3451FV: One Tue. & One Wed., 9AM-4PM
Begins 6/14
ONLINE: Via Zoom
3451FTZ: One Tue. & One Wed., 9AM-4PM
Begins 5/17
3451FWZ: One Tue. & One Wed., 9AM-4PM
Begins 7/19

Exploring Adobe Photoshop

The premier photo manipulation software used almost exclusively by designers around the world, Photoshop remains the industry standard when it comes to photo correction, touch-up and manipulation. In this three-hour introductory class, you'll see how Photoshop can clean up even the roughest photos and make them pristine again, add and delete elements in a photo, and learn the various filters that can take your photos to the next level. You will also look at how layering works as well as how to add text to your photos. **Jeff Danelek** **Previous knowledge or experience:** Understanding of the basics of Windows

\$94 Non-Member \$79 Member
CFU LOWRY: Near 1st & Quebec
3441S: One Sat., 9AM-12PM 7/16

Adobe Photoshop CC

Learn the fundamentals of Photoshop CC, the foundational tool for most creative projects. Begin by learning the Photoshop interface and how to setup a document for professional quality image editing. Dive into real-world workflows that pros use for efficient use of image resizing and composition. Learn the selection tools to make subject manipulations into a composite image and get hands on with layers. Use artistic filters to transform your work! Discover realistic approaches to photo retouch and repair; work with layers, masks and channels for more difficult selections. Use typography with special effects, and learn incredible filter components such as puppet warp and vanishing point. Acquire many skills you need to create amazing images of your own. **Brenda Bennett**

Previous knowledge or experience:

Understanding of the basics of Windows
\$459 Non-Member \$439 Member
Tuition includes training materials
CFU LOWRY: Near 1st & Quebec
3449JT: One Wed. & One Thu., 9AM-4PM
Begins 4/6
3449JV: One Tue. & One Wed., 9AM-4PM
Begins 6/7
ONLINE: Via Zoom
3449JUZ: One Thu. & One Fri., 9AM-4PM
Begins 5/12
3449JWZ: One Tue. & One Wed., 9AM-4PM
Begins 6/28

Spanish Program

The Colorado Free University Spanish Center offers a wide variety of classes to suit your interests as well as your busy schedule. Class sizes are small, instructors are experienced, and classes are designed for adult learners. Options include:

- Live classes offered online
- Weekly and intensive courses
- Custom or on-site classes for businesses or organizations
- One-on-one instruction

As you look through the schedule of classes, you will find grammar classes followed by conversation classes which give you a chance to solidify what you've learned and practice speaking more. If you are unsure where to start, visit our website at www.freeu.com/spanish/spanish-level-quizzes/. Email Helene@compuskills.com to inquire about on-site or one-on-one instruction.



Instructor
Diego Ceron

Beginner



Spanish 1

Start here if you have little to no prior experience with Spanish. In the first class you will learn pronunciation, the alphabet and the concept of gender (masculine, feminine) and number (singular, plural) of nouns. In weeks 2-5, the focus will be on sentence formation using the verbs *ser*, *estar*, and *tener*, with an ample vocabulary by themes like adjectives, interrogative words, dates, numbers, etc. By the end of Spanish 1 you will be able to introduce yourself, ask for the prices of things and communicate some basic ideas, such as where you are from, your occupation, locations of things, and so on.

\$139 Non-Member \$124 Member
Tuition includes workbook/audio files

ONLINE: Via Zoom

L8131GEP: Five Wed., 9:30-10:55AM Begins 3/23
L8131GER9: Five Tue., 7:35-9PM Begins 3/29
L8131GES: Five Mon., 7:35-9PM Begins 4/25
L8131GET: Five Wed., 1-2:25PM Begins 4/27
L8131GEU: Five Thu., 6-7:25PM Begins 4/28
L8131GEV: Five Wed., 6-7:25PM Begins 5/4
L8131GEX: Five Wed., 7:35-9PM Begins 6/1
L8131HEA: Five Tue., 11:05AM-12:30PM Begins 6/28; Skips 7/5
L8131HEC: Five Tue., 7:35-9PM Begins 6/28
L8131HED: Five Wed., 11:05AM-12:30PM Begins 7/13
CFU LOWRY: Near 1st & Quebec
L8131GEW: Five Thu., 11:05AM-12:30PM Begins 7/26
L8131GEY: Five Tue., 6-7:25PM Begins 6/7
L8131HEB: Five Tue., 6-7:25PM Begins 6/28; Skips 7/5

Spanish 2

Begin learning how to conjugate verbs in present tense and how to form sentences. We will also cover verbs that have irregular conjugations in the first person and stem-changing verbs (e-ie & e-i). Learn how to tell time and how to talk about the future using the verb 'to go'. After Spanish 2, you will be able to talk about where you live, where you work, about your hobbies and preferences, how often you do things, and how often you go places.

\$139 Non-Member \$124 Member
Tuition includes workbook/audio files

ONLINE: Via Zoom

L8132DUV: Five Mon., 7:35-9PM Begins 3/21
L8132DUW: Five Wed., 7:35-9PM Begins 3/23
L8132DUW2: Five Tue., 9:30-10:55AM Begins 4/19
L8132DUX: Five Wed., 9:30-10:55AM Begins 4/27
L8132DVB: Five Thu., 6-7:25PM Begins 6/2
L8132DVC: Five Mon., 7:35-9PM Begins 6/6; Skips 7/4
L8132DVD: Five Wed., 1-2:25PM Begins 6/8
L8132DVE: Five Wed., 6-7:25PM Begins 6/8
L8132DVG: Five Wed., 7:35-9PM Begins 7/6
L8132DVH: Five Tue., 6-7:25PM Begins 7/19
CFU LOWRY: Near 1st & Quebec
L8132DUY: Five Thu., 6-7:25PM Begins 4/28
L8132DVA: Five Tue., 7:35-9PM Begins 5/3
L8132DVF: Five Thu., 11:05AM-12:30PM Begins 6/30

Medical Spanish 1

Learn grammar basics along with medical terminology including anatomy, symptoms and asking about a patient's history.

Recommended to have taken our Spanish 1 or equivalent knowledge prior to this class.

\$139 Non-Member \$124 Member
Tuition includes workbook

Select printed book or PDF book at registration

ONLINE: Via Zoom

L8063NW: Five Mon., 6-7:25PM Begins 3/21
L8063NX: Five Wed., 11:05-12:30PM Begins 6/8

Spanish for Travelers

Excellent class for the student with no prior Spanish experience. Learn useful phrases, not grammar, so you can decipher menus, order food, purchase transportation tickets, ask for directions, and more. This class can be taken alone or as a simultaneous complement to Spanish 1 or 2.

\$139 Non-Member \$124 Member
Tuition includes PDF workbook

ONLINE: Via Zoom

L8143KA: Five Wed., 6-7:25PM Begins 3/23
L8143KB: Five Wed., 11:05-12:30PM Begins 4/27
CFU LOWRY: Near 1st & Quebec
L8132DUY: Five Thu., 6-7:25PM Begins 4/28
L8132DVA: Five Tue., 7:35-9PM Begins 5/3
L8132DVF: Five Thu., 11:05AM-12:30PM Begins 6/30

Summer Intensive 1-2

Covering material from Spanish 1, Spanish 2, and Conversation 1, you'll start with learning the alphabet and the basic understanding of pronunciation. Learn the verbs to be, to have, and a steady increase of vocabulary to form sentences. Learn to conjugate verbs in the present tense, how to form sentences with prepositions expressing affirmative and negative statements, how to ask questions and answer yes or no. Learn about verbs that have irregular conjugations in the first person as well as stem-changing verbs. Learn how to tell time and the verb to go. During the conversation portion, you'll be able to practice all the grammar and reinforce what you are learning while having fun!

\$334 Non-Member \$319 Member
Printed materials are included in the tuition

ONLINE: Via Zoom

L7013AL: Two Weeks: Mon.-Fri., 9AM-12:15PM
Begins 6/6
CFU LOWRY: Near 1st & Quebec
L7013AJ: Two Weeks: Mon.-Fri., 9AM-12:15PM
Begins 7/11

Spanish Program

Beginner continued

Spanish Accelerated 1

Reviews Spanish 1 & 2

If you have studied Spanish in the recent past, and need a quick refresher of *ser*, *estar*, and verbs in the present tense, this is the course for you! This class covers the grammar from Spanish 1 & 2 in five weeks. It is recommended for those who already speak a romance language and can learn at a quick pace or for a review of Spanish 1 & 2.

\$139 Non-Member \$124 Member
Tuition includes workbook/audio files

ONLINE: Via Zoom

L8125NW: Five Thu., 7:35–9PM Begins 3/24
L8125NX: Five Wed., 6–7:25PM Begins 4/27
L8125NY: Five Tue., 7:35–9PM Begins 6/7; Skips 7/5
L8125OA: Five Mon., 11:05AM–12:30PM Begins 7/18



Spanish Conversation 1

Conversation 1 is a fun, interactive class designed to reinforce what you have learned in our Spanish 1 & 2 or Accelerated 1 classes. Students should have a good grasp of *ser* and *estar* and present tense verb endings.

\$139 Non-Member \$124 Member
Tuition includes workbook/audio files

ONLINE: Via Zoom

L8140GML: Five Mon., 6–7:25PM Begins 3/21
L8140GMJ: Five Wed., 1–2:25PM Begins 3/23
L8140GMK: Five Wed., 7:35–9PM Begins 3/23;
Skips 3/30
L8140GML: Five Thu., 6–7:25PM Begins 3/24
L8140GMM: Five Mon., 7:35–9PM Begins 4/25
L8140GMN: Five Wed., 7:35–9PM Begins 4/27
L8140GMO: Five Tue., 9:30–10:55AM Begins 5/24
L8140GMQ: Five Wed., 9:30–10:55AM Begins 6/8
L8140GMR: Five Thu., 6–7:25PM Begins 7/7
L8140GMS: Five Wed., 1–2:25PM Begins 7/13
L8140GMT: Five Wed., 6–7:25PM Begins 7/13
L8140GMU: Five Mon., 7:35–9PM Begins 7/18
CFU LOWRY: Near 1st & Quebec
L8140GMP: Five Thu., 6–7:25PM Begins 6/2

Summer Intensive 3-4

Covering material from Spanish 3, Spanish 4, and Conversation 2, you'll begin with the “o-ue” stem-changing verbs and other uses of the verb to have by learning idiomatic expressions to express feelings. Learn how to talk about the future using the verb to go. Study the use of reflexive pronouns and verbs and the present progressive tense. In Spanish 4, you'll learn how to talk about the weather (and activities you do around the weather), the use of demonstrative adjectives, indirect object pronouns and verbs like *gustar*. Conversation 2 will help reinforce the grammar you are learning as you engage in spontaneous conversation topics, role-playing, and lots more. Learn new vocabulary while practicing the use of reflexive verbs, the present perfect, and indirect object pronouns.

\$334 Non-Member \$319 Member
Printed materials are included in the tuition; pickup required

ONLINE: Via Zoom

L7015AC: Two Weeks: Mon.–Fri., 9AM–12:15PM
Begins 6/20
L7015AD: Two Weeks: Mon.–Fri., 9AM–12:15PM
Begins 7/25

Intermediate

Spanish 3

After a brief review of Spanish 1 and 2, Spanish 3 begins with the “o-ue” stem-changing verbs. Learn how to talk about the future using the verb to go (*ir*). Study the use of reflexive pronouns and verbs and the present progressive tense. A key lesson is learning how to express one's daily routine.

\$139 Non-Member \$124 Member
Tuition includes workbook/audio files

ONLINE: Via Zoom

L8121FEU: Five Tue., 6–7:25PM Begins 4/19
L8121FEW: Five Mon., 11:05AM–12:30PM Begins 4/25
L8121FEX: Five Mon., 6–7:25PM Begins 4/25
L8121FEY: Five Thu., 7:35–9PM Begins 4/28
L8121GEA: Five Wed., 7:35–9PM Begins 5/4
L8121GEB: Five Wed., 6–7:25PM Begins 6/1
L8121GEC: Five Mon., 7:35–9PM Begins 6/6; Skips 7/4
L8121GED: Five Tue., 9:30–10:55AM Begins 6/28;
Skips 7/5
L8121GEE: Five Thu., 6–7:25PM Begins 7/7
L8121GEF: Five Wed., 9:30–10:55AM Begins 7/13
CFU LOWRY: Near 1st & Quebec
L8121FES: Five Thu., 7:35–9PM Begins 3/24
L8121FET: Five Tue., 6–7:25PM Begins 3/29
L8121FEV: Five Thu., 9:30–10:55AM Begins 4/21
L8121GEG: Five Tue., 7:35–9PM Begins 7/19

Spanish 4

Learn the following important grammar topics: how to talk about the weather (and activities you do around the weather); the use of demonstrative adjectives (this table/that table); indirect object pronouns (*me, te, le, nos, les*); and verbs like *gustar*.

\$139 Non-Member \$124 Member
Tuition includes workbook/audio files

ONLINE: Via Zoom

L8122AAW: Five Tue., 7:35–9PM Begins 4/19
L8122AAZ: Five Mon., 1–2:25PM Begins 4/25
L8122ABB: Five Tue., 6–7:25PM Begins 5/24
L8122ABD: Five Thu., 7:35–9PM Begins 6/2
L8122ABE: Five Mon., 11:05AM–12:30PM Begins 6/6;
Skips 7/4
L8122ABF: Five Mon., 6–7:25PM Begins 6/6; Skips 7/4
L8122ABG: Five Wed., 7:35–9PM Begins 6/8
L8122ABH: Five Wed., 6–7:25PM Begins 7/6
L8122ABI: Five Mon., 7:35–9PM Begins 7/18
CFU LOWRY: Near 1st & Quebec
L8122AAY: Five Thu., 7:35–9PM Begins 4/28
L8122ABA: Five Thu., 6–7:25PM Begins 4/28
L8122ABC: Five Thu., 9:30–10:55AM Begins 5/26

Spanish Conversation 2

This class is a perfect follow-up after taking either Spanish 3 & 4 or Accelerated 2. Read and discuss a series of fun, cultural conversations. Engage in spontaneous conversation topics, role-playing, and lots more. Learn new vocabulary while practicing the use of reflexive verbs, the present perfect, and indirect object pronouns. Students should be easily speaking in the present.

\$139 Non-Member \$124 Member
Tuition includes workbook

ONLINE: Via Zoom

L8141RX: Five Wed., 11:05AM–12:30PM Begins 3/23
L8141SA: Five Mon., 9:30–10:55AM Begins 4/25
L8141SB: Five Tue., 7:35–9PM Begins 5/24
L8141SD: Five Mon., 1–2:25PM Begins 6/6; Skips 7/4
L8141SE: Five Tue., 6–7:25PM Begins 6/28
L8141SG: Five Thu., 7:35–9PM Begins 7/7
L8141SH: Five Wed., 7:35–9PM Begins 7/13
L8141SI: Five Mon., 6–7:25PM Begins 7/18
CFU LOWRY: Near 1st & Quebec
L8141RY: Five Tue., 7:35–9PM Begins 4/19
L8141SC: Five Thu., 7:35–9PM Begins 6/2
L8141SF: Five Thu., 9:30–10:55AM Begins 6/30

Spanish Program

High-Intermediate

Spanish 5

Learn to speak in the past tense! Study the regular conjugations of the preterit tense, the use of the prepositions *por* and *para* (including their idiomatic expressions), and direct object pronouns. This course also covers the use of formal commands ("Please call the doctor now," "Come back next week," etc.) After Spanish 5, you will be able to talk about events in the past, give orders or instructions, and say things like "in order to," "because of," "I see him," "she has them," etc.

\$139 Non-Member \$124 Member

Tuition includes workbook/audio files

ONLINE: Via Zoom

L8126LF: Five Wed., 7:35–9PM Begins 4/20

L8126LG: Five Mon., 6–7:25PM Begins 4/25

L8126LJ: Five Mon., 9:30–10:55AM Begins 6/6;
Skips 7/4

L8126LK: Five Thu., 7:35–9PM Begins 7/7

L8126LL: Five Mon., 1–2:25PM Begins 7/18

CFU LOWRY: Near 1st & Quebec

L8126LE: Five Tue., 6–7:25PM Begins 4/19

L8126LI: Five Tue., 7:35–9PM Begins 5/24

Advanced



Spanish 7

In this course learn verb tenses that have less difficult conjugations and that allow you to communicate in more specific terms. First, learn the uses of the imperfect tense and study the contrast between the preterit and the imperfect tenses. Later, study the past perfect tense (*el pluscuamperfecto*) and the passive voice. The course finishes up with the study of the future and conditional tenses, their conjugations and uses. After Spanish 7, you will be able to talk about events in the past in a more accurate fashion and be able to express probability/conjecture using the future and conditional tenses.

\$139 Non-Member \$124 Member

Tuition includes workbook

ONLINE: Via Zoom

L8134KO: Five Wed., 6–7:25PM Begins 5/25

Spanish 6

Spanish 6 continues with past tense by covering the irregular conjugations of the preterit and the irregular conjugations of formal and informal commands (affirmative and negative commands). Learn also how to express time with verbs like *hacer* and *llevar* (*hace 1 hora que ...; desde hace 1 mes...; llevo 2 semanas sin...*, etc.) and demonstrative pronouns (this one/that one) After Spanish 6, you will be able to communicate your ideas in the present, past and future tenses.

\$139 Non-Member \$124 Member

Tuition includes workbook/audio files

ONLINE: Via Zoom

L8128JJ: Five Wed., 7:35–9PM Begins 5/25

L8128JK: Five Mon., 6–7:25PM Begins 6/6; Skips 7/4

L8128JM: Five Mon., 9:30–10:55AM Begins 7/18

CFU LOWRY: Near 1st & Quebec

L8128JL: Five Tue., 6–7:25PM Begins 5/24

L8128JL: Five Tue., 7:35–9PM Begins 6/28; Skips 7/5

Conversation 3

Our Conversation 3 class will reinforce concepts from Spanish 5 and 6. Broaden your vocabulary and strengthen your conversational use of the past tense. Engage with your teacher and classmates in cultural discussions, travel topics and more! Students should be familiar with the preterite tense.

\$139 Non-Member \$124 Member

Handout will be emailed

ONLINE: Via Zoom

L8142GV: Five Wed., 6–7:25PM Begins 4/20

L8142GW: Five Wed., 7:35–9PM Begins 6/29

L8142GX: Five Mon., 6–7:25PM Begins 7/18

Summer Intensive 5-6

Covering material from **Spanish 5**, **Spanish 6**, and **Conversation 3**, in this course will learn to speak in the past tense! Study the preterit tense, prepositions, and direct object pronouns. Spanish 6 continues with irregular conjugations. Learn also how to express time with verbs like *hacer* and *llevar* and demonstrative pronouns. Broaden your vocabulary and strengthen your conversational use of the past tense. Engage with your teacher and classmates in cultural discussions, travel topics and more!

\$334 Non-Member \$319 Member

Printed materials are included in the tuition; pickup required

ONLINE: Via Zoom

L7014T: Two Weeks: Mon.–Fri., 9AM–12:15PM

Begins 7/11

Summer Intensive 7-8

In Spanish 7, learn easier verb tenses that allow you to communicate in more specific terms, like the imperfect tense. Next, you'll learn about the past perfect tense, the passive voice and the future and conditional tenses. In Spanish 8, learn the concept of the subjunctive mode (in present tense), regular and irregular conjugations. In the conversation portion, you will practice what you've learned by discussing current events, reading newspaper articles and short stories. This class will cover our **Spanish 7**, **Spanish 8**, and **Conversation 4** materials.

\$334 Non-Member \$319 Member

Printed materials are included in the tuition; pickup required

ONLINE: Via Zoom

L7016K: Two Weeks: Mon.–Fri., 9AM–12:15PM

Begins 7/25

Language

Russian Crash Course

Is the idea of learning Russian intimidating? This exceptionally fun and user-friendly class gets you speaking through improvisation, games, and role playing. Have a blast as you take on the role of a Russian secret agent to work with others to solve puzzles and stay undercover. This fast-paced, spy-themed course will help you to create simple conversations and quickly build your vocabulary in just four classes. Learn questions, numbers, food, possessions, professions, places, and useful phrases. This course will teach you how to be a smooth talker as well as how to actively develop your skills during the course of any conversation. Having grown up in St. Petersburg, your instructor, **Anastasia Yagolnik**, is an RFL certified native Russian speaker with six years of teaching experience. \$110 Non-Member \$98 Member
\$10 materials fee paid in class
S.E. DENVER: Near Mississippi & Monaco
8053HP: Four Mon., 7:30–9PM Begins 4/4
8053HQ: Four Mon., 6–7:30PM Begins 7/11



Italian 101

This introductory course teaches the fundamentals that will allow you to speak, read, and write basic Italian. Learn grammar principles including the use of nouns, articles, adjectives, prepositions, and present tense verb conjugations. Also, explore Italian culture through conversation, readings, and grammar exercises. Acquire an authentic knowledge of Italian through our emphasis on pronunciation and idiomatic expressions. This course is the first four-weeks of a nine-week course and is intended to get students started in their language acquisition. Come and learn Italian from the experts at the **Italian Institute**!

\$150 Non-Member \$138 Member
\$65 materials fee paid via PayPal prior to class

ONLINE: Via Zoom

8366KG: Four Tue., 6–8:30PM Begins 4/5
8366KH: Four Thu., 6–8:30PM Begins 5/5
8366KI: Four Mon., 6–8:30PM Begins 6/6
8366KJ: Four Tue., 6–8:30PM Begins 7/12

Japanese Conversation & Culture 101

Heading to Japan for vacation or a business trip? Want to better understand the culture and learn some conversational Japanese to make your trip a breeze? This fun, interactive class will enable you to introduce yourself, find your way to a temple, restaurant, or business meeting, as well as interact with the locals while in Japan. The emphasis in this class is on simple conversation and you will not be expected to read or write Japanese characters. **Susan Weller**, aka “Susan-sensei,” lived and worked in Japan for five years, studying the Japanese language, culture, and business intensively on her own and at Nanzan University in Nagoya, Japan. Her teaching experience spans over 20 years and includes Japanese and English instruction. She has worked for Japanese companies as well as explored Japan via personal van, rail, and boat. *Yokoso!*

\$110 Non-Member \$98 Member
ONLINE: Via Zoom
8064CM: Four Sat., 9–11AM Begins 4/23
8064CN: Four Sat., 9–11AM Begins 7/16; Skips 7/23

Easy Italian

Learn all you need to navigate your next trip to Italy! Learn the Italian necessary for travel, including greetings, questions, directions, and phrases. The method used by the **Italian Institute** instructors emphasizes acquiring language tools that give you the fundamentals to communicate with your own original phrases. Explore the food, people, traditions, and regions of Italy while you learn the language, along with travel tips. Our goal is to help you feel confident in your linguistic ability and cultural familiarity throughout your Italian travels. *A presto!*

\$117 Non-Member \$105 Member
\$25 materials fee paid via PayPal prior to start of class

ONLINE: Via Zoom

8367GF: Three Wed., 6–8:15PM Begins 4/6
8367GG: Three Fri., 9–11:15AM Begins 5/6
8367GH: Three Tue., 6–8:15PM Begins 6/7
8367GI: Three Thu., 6–8:15PM Begins 7/7

Beginning Conversational French

Get ready for France! Use your newly acquired basic French to communicate meaningfully and get a solid background on grammar without tedious memorization. Discover the joy of learning through the use of games, role-playing and a lot of interaction. Brush up on your rusty knowledge of French or start from zero and acquire basic communication skills in just five weeks. Get tips to learn how to accelerate learning and get help planning your trip to France. A workbook is available for your review of all materials covered in class. **Lisa Haughom** is a native French instructor, owner of Language for Kids, and has been teaching for over 20 years.

\$110 Non-Member \$98 Member

ONLINE: Via Zoom

8052HV: Five Tue., 5:30–7PM Begins 3/29
8052HW: Five Tue., 5:30–7PM Begins 6/14



Discover El Camino

All You Need to Know Before You Go

Walking the El Camino de Santiago pilgrimage trail in Spain or Portugal can be life changing. While many travel as pilgrims, you don't have to be religious to find that the peace, contemplation, and companionship bring unparalleled clarity and perspective. Take this opportunity to learn about the Camino and to plan your trek. This information-packed seminar offers the training and preparation tips you need to make your journey a success. Learn how to pick the route best for you, the best times to go, gear and footwear suggestions, and guidelines for how to train and prepare. Get proven tips for keeping your walking feet happy and preventing blisters. We will do practical demonstrations of what you will need and how to pack your backpack. **Elena Szeremeta** is founder of Adventure Camino, a company specializing in supporting pilgrims on the Camino. She has walked many times, with her family, on her own, and leading groups. She is eager to share her passion for this ancient journey along The Way.

\$48 Non-Member \$36 Member
ONLINE: Via Zoom
1940U9: One Sun., 9:30AM-12:30PM 4/10

Last chance for Discover El Camino!

How to Travel Free & Safely During These Unparalleled Times

We're ready to get back to our travels! When it is safe to go on a trip, where can we go, how do we stay safe, and how do we make our travel free? If you are near retirement, changing careers, a student, or someone who likes the idea of making additional income to support your travel dream, this class is for you. Learn how to benefit from the deep travel discounts being offered right now to motivate you to book future travel in 2021 and 2022. World traveler, Gina Henry shows you how she is prepared for the new "travel normal" including important tips on safety, trip insurance, what to do if you become sick, and other strategies. Earn free airline tickets, hotel nights, tours and more in the USA and worldwide! Volunteering, fun work-vacations, paid travel, teaching English and remote employment opportunities. Having lived the travel life for 30 years, **Gina Henry** knows all the tricks. She has traveled to 98 countries and all 50 states. She teaches in 90 cities and is the author of many travel books and audios. The materials fee is for Gina's 100-page e-book, *How to Travel Free & Safely* (retail value \$39.95).

\$56 Non-Member \$44 Member
\$15 paid at registration for e-book

ONLINE: Via Zoom
8814K: One Sat., 10AM-1PM 5/7
8814L: One Sat., 10AM-1PM 7/23

Work Remotely & Become a Digital Nomad

Create Your Money-Making Travel Lifestyle & Work Anywhere

Working remotely is now the thing. Why not add travel into the mix? Join thousands of individuals who are taking their work with them and hitting the road! You can make your travels sustainable by earning a living as you travel. Professional traveler Gina Henry has been doing this for years and shares her wealth of knowledge. Get the "how to" of living on the road including downsizing, putting your stuff in storage, getting your mail, how to have a "physical address," the RV lifestyle, timeshares, international living, long-term rentals, housesitting, and more. Learn the best ways to set up your remote office and get quality WiFi in your hotel, long-term rental, and out of your car or RV. **Gina Henry** founded Go Global, Inc. 26 years ago and has been location independent and working remotely for the past six years, traveling year round. The materials fee is for a digital copy of *Work Remotely and Become a Digital Nomad* (a \$30 value).

\$56 Non-Member \$44 Member
\$15 materials fee paid at registration

ONLINE: Via Zoom
8816E: One Sat., 10AM-1PM 5/21
8816F: One Sat., 10AM-1PM 8/6

Get Paid to Teach English In the United States & Overseas

Teaching English can be a high paying career or simply a great way to go on vacation for free. English is the world's business and travel language. People here and around the world are motivated to learn English because it can help them get better paying jobs. Learn how **Gina Henry** has taught her way around the world and paid for vacations and travel to over 98 countries. You don't have to be certified or speak the local language. If you speak English, you can teach conversational English! And, you can make money from home by teaching English online. In addition to teaching, you might be able to take advantage of other administrative assignments. Earn a free vacation, two-month paid summer job, or full-time work that earns up to \$90K a year. Learn about finding the best paying jobs, qualifications, certification programs, and specific hiring organizations. The materials fee covers 50-page digital book (a \$24.95 value).

\$56 Non-Member \$44 Member
\$15 materials paid at registration

ONLINE: Via Zoom
8817F: One Sat., 10AM-1PM 5/14
8817G: One Sat., 10AM-1PM 7/30



Special Events



New! Clay Kirkland's Harmonica Jam!

All Levels Welcome

Playing the harmonica is a great way to lift your spirits. Playing in a group is more fun than you can imagine. All levels of skill from beginner to experienced are invited to this combo of class, jam session, and performance. Everyone learns cool songs and then has a lot of fun playing those songs together. A longtime popular instructor, we're thrilled to have **Clay Kirkland** return to CFU for this special event. Clay has had a 45 year career, performing with Chuck Berry, the Flobots, and many more. He was twice a featured soloist with the Colorado Symphony Orchestra. Currently Clay performs in the trio Trunko, Kirkland, and Kull; his rock and blues band, Key on a Kite; and with his brothers as the Kirkland Brothers. He teaches for Swallow Hill Music School. Clay starts by explaining how he gets his sound and shows you some easily attainable skills. Then we move into an hour of jamming together on at least four blues, country, rock and roll, and folk songs. Clay will provide you with easy to read harmonica tablature, give everyone a part to play that matches their level of skill, and we'll be jamming! In the second class meeting, Stef Kull, one of Clay's great musician friends will join us on piano. We'll be a band and have a blast! Bring two 10-hole "diatonic" harmonicas, one in the key of A and one in the key of C, plus any others you have.

\$54 Non-Member \$54 Member

CFU LOWRY: Near 1st & Quebec
1702A: Two Fri., 6:30-8:30PM Begins 5/20

Intuitive Development & Spirit Communication

With Karen Storsteen

In this fascinating and empowering event, begin by assessing the degree to which you are listening to your intuition and see where you are on the path. Explore the science that explains psychic ability and mediumship and learn proven methods to heighten your intuition. Find out how to extinguish stress, which diminishes intuition, and shift to neurological power and clarity. Experience your own intuition at work to solve a problem and make a decision. As a bonus, Karen will give mini psychic readings to class participants. **Karen Storsteen**, M.S., M.A., has worked in the fields of human and organizational development for over thirty years and has educated and counseled thousands to reach their greatest potential. Known for her "supersensory and uncanny" psychic and medium gifts, Karen blends this talent with proven psychological methods to help people gain instant insight and awareness in love, work, and life. She has been featured on ABC, NBC, CBS, contributed to Inc. and TED Magazine, and has been a regular on morning radio and several FM/AM radio stations.

\$61 Non-Member \$49 Member

ONLINE: Via Zoom
8902L: One Sun., 1-4PM 5/15



Vibe Tune Up

Spinning Fear into Love & Living a Thriving Life

Peter J. Hughes is a master change facilitator with over 17 years of vibe-alignment and facilitation experience. He draws on his 30 years of professional theater experience and his training in vibe-alignment and the Law of Attraction to "pull to the forefront of your life your most fully realized performance." People who have performed with Peter, or been coached by him, no matter what their beliefs or their relationship to spirituality, are struck by his very special presence and touched by the light and love that he emanates. He will give you an overview of the principles of the law of attraction and lead you through a conversation and experiences that can enable you to transform fear into love and open yourself to intuitive guidance.

\$24 Non-Member \$19 Member

ONLINE: Via Zoom
8903AW: One Mon., 7-9PM 4/25
8903AX: One Mon., 7-9PM 5/23
8903AY: One Mon., 7-9PM 7/11
8903BA: One Mon., 7-9PM 8/8

At-One-Ment

Reclaiming Our Humanity

As we begin to emerge from this period of global pandemic, the chaos of the unknown and the perceived absence of control can seem overwhelming, and even hopeless. However, if we can bring our focus down on what we do know and what we can control, nurture and strengthen ourselves aligning with our individual mental, emotional, physical, and spiritual wellness, then, and only then can we be an effective contributor to our collective healing. To achieve this, it is imperative we shift our individual and collective thinking from asking, "Why is this happening to us?", to "Why is this happening for us?" From here we are able to ask the question, "What is this trying to show us, about us, the seeing of which will change everything?" Each of the four sessions will reference chapter combinations from **Peter J. Hughes'** book *At-One-Ment: Reclaiming Our Humanity*. Through straight talk, talk story, and action points participants will be invited to take part in jumpstarting our individual contribution to launch the next soulful expression in the evolution of our humanity. \$131 Non-Member \$119 Member
\$15 plus tax/shipping for book purchased in advance of class
CFU LOWRY: Near 1st & Quebec
8905I: Four Mon., 7-9PM Begins 6/6

Special Events

Master the Fine Art of Small Talk

Mingle with Anyone, Anywhere, Anytime About Anything

Do you hate walking into a room filled with

strangers and striking up a conversation? Do you dread receptions, networking events, or upcoming parties? Every new face is a new opportunity for conversational success. Don't find yourself alone in the corner, hanging out by the bar, or jumping ship. Attend this workshop to become a small talk survivor! Debra Fine has helped executives, celebrities, politicians, and thousands of other people become expert conversationalists. In this informative, interactive and entertaining seminar, gain techniques so that you will never again dread going to a party, networking event, job interview or talking to ANYONE about ANYTHING! You'll learn how to make a positive, lasting impression from the minute you say hello and how to break the ice and get a good conversation going, even with a total stranger. Also learn to avoid awkward silences and "foot in mouth" disease and how to exit conversations with grace. You'll come across as composed and self-assured entertaining a client, on a date, during a job interview, or attending a networking event. Leave with the power to strike up a conversation with anyone while turning every conversation into an opportunity for success. **Debra Fine**, a former engineer, is now a keynote speaker and best-selling author presenting to Fortune 500 organizations and institutions around the world. Her best-selling book, *The Fine Art of Small Talk How to Start a Conversation, Keep It Going, Build Networking Skills and Leave a Positive Impression* (Hachette) was joined by her latest book in the Fine Art series: *Beyond Texting: The Fine Art of Face-to-Face Communication for Teenagers* (Canon). \$51 Non-Member \$39 Member \$16.95 (+tax) optional materials fee

ONLINE: Via Zoom

9100AT: One Tue., 6-8:30PM 5/3



Sell It On eBay!

There is no better time than now to take advantage of eBay. Whether you're looking to make extra income or simply clearing out your basement, this is for you. Discover whether or not your item will sell in just one minute! Learn how to create a seller account, upload photos, accept online payments, and determine shipping costs. Get the insider tips, tricks and traps, including what to sell and not to sell and where to get FREE shipping supplies and FREE home pick up. Learn proven listing strategies that get the most clicks, draw the highest bids, beat your competition, and close the sale. Find out how to sell antiques, collectibles and large items you don't want to ship. The course covers eBay marketing research and how to find a profitable niche. It includes marketing and photography tips that make your items "pop." **Kevin Boyd** is a multi-award-winning instructor and published eBay author from Seattle. He gets rave reviews for his classes.

\$71 Non-Member \$59 Member

ONLINE: Via Zoom

9203O: One Mon. & One Wed., 6-9PM 8/1 & 8/3

Create a Website for Fun, Profit, & Business!

Your online presence has never mattered more than it does now. No programming is required for you to learn how to set up your own engaging website. Discover easy-to-use, drag and drop design tools that can help you build your personal or small business website quickly! The class is about the planning and the layout of your site. It doesn't matter what application you use, the class is for everyone wanting to create a site, or even for those who already have a site. Get lots of do's and don'ts of website design, designing your site for mobile visitors, and social media marketing. Optional e-books are available for purchase after class. **Kevin Boyd** has earned four degrees majoring in Business (M.B.A.) and Technology (M.S. Information Systems). He has appeared on TV, various radio shows and interviewed by Bloomberg News and several newspapers for his insights to online entrepreneurship.

\$61 Non-Member \$49 Member

ONLINE: Via Zoom

9204M: One Tue., 6-9PM 7/26

Create Your Grab-and-Go Rapid Emergency Exit Plan

You have 30 minutes to get out, what do you do? Don't panic, follow your plan. Disasters can hit anywhere. It could be a wildfire, house fire, earthquake, flood, natural disaster, or medical emergency. This practical webinar will guide you to determine now what you will do and take depending on the amount of time you have to vacate. You'll learn how to organize your vital information in a grab-and-go binder and/or easily convert everything to electronic documents, including photo albums and scrapbooks. Then back it all up to the cloud. Discover local evacuation routes, useful free apps and lots more tips.

Kevin Boyd witnessed fires spreading in California and saw how devastated people were. You may prefer to think "it can't happen to me," but do yourself a favor and be ready just in case.

\$61 Non-Member \$49 Member

ONLINE: Via Zoom

5563M: One Thu., 6-9PM 8/4

Mega Speed Reading

Speed Reading & Accelerated Learning Secrets of the World's Fastest Reader

Howard Stephen Berg is on record as the world's fastest reader. He shares his reading and learning strategies to enable you to process information more quickly and efficiently so you can learn what you need to know to make the decisions you need to make. Howard can help you increase your reading speed by 100 percent and show you how to boost your comprehension and recall. He'll share methods for mastering pleasure reading, how-to-books, studying and technical reading, and he'll also teach you methods for boosting your emotional intelligence. Learn a strategy to anticipate the questions that will be asked on tests and at meetings so you know exactly what to study before you even begin reading. Mega Speed Reading has been endorsed by Berry Bowler, founder and former owner of Sylvan Learning Systems. Have a nonfiction book with you on a familiar subject and print out the handouts to use during class.

\$66 Non-Member \$54 Member

ONLINE: Via Zoom

2536A: One Sat., 9-1PM 5/14

Nonprofit Leadership & Administration

Orientation to the Nonprofit World Fundamentals & Opportunities

You have a passion. You want to make a difference and do meaningful work. Develop the skills and strategies you need to become an integral part of this growing service sector in America. You'll gain an understanding of the unique characteristics of nonprofit organizations while mastering core knowledge about the nonprofit field. This course is designed to build your awareness of the role and importance of the nonprofit sector and the potential for employment within the sector. Whether you plan to start your own nonprofit, join a board, or work for an organization, nonprofit expert **Lynn O'Connell** will give you the road map.

\$56 Non-Member \$44 Member

ONLINE: Via Zoom
7107O: One Sun., 1-3:30PM 6/5

How to Start a Nonprofit Organization

Whether you are interested in forming a new nonprofit, converting an informal group to tax-exempt status, or reorganizing an existing organization, this course will walk you through the steps. You'll discuss the characteristics of a fundable program, fundraising strategies, proposal writing, building a board of directors, and navigating your way through the 501(c)(3) tax exempt process. Understand what is needed to take a nonprofit startup from vision to reality.

Lynn O'Connell has 30 years of experience in the nonprofit sector and has served in diverse roles including those of nonprofit staff, consultant, trainer, and board trustee. As a consultant, she writes proposals for both nonprofit organizations as well as small business owners. Lynn holds a certificate in nonprofit management from Duke University as well as an MA in philanthropy from Indiana University.

\$56 Non-Member \$44 Member

\$5-10 optional materials fee

ONLINE: Via Zoom
7105AR: One Sun., 1-3:30PM 4/3

Lynn O'Connell has a certificate in nonprofit management from Duke University and a master in philanthropy from Indiana University, and has worked in the nonprofit sector for 30+ years. As a consultant, she writes proposals for both nonprofit organizations as well as small businesses. She is executive director of Computer C.O.R.E., giving low-income adults technology. A few examples of her clients include National Military Family association, TV Project, Different Drum School, and the Bar Association of the District of Columbia. She has served as president of Volunteer America, Alexandria Chapter. Lynn's classes are full of practical information.

Become a Grant Writer

Writing winning grants is a highly sought-after skill. All of us have dreams and passions, both in our professional lives and as members of our communities, but it takes money to make those dreams

a reality. This workshop will teach you the techniques you need to get the necessary funding to carry out your inspiration. Learn to write a good proposal and ways to make your proposal stand out. Discover the six common reasons that grant decision-makers decline a proposal. Identify 10 strategies that will make your proposal stand out above others, and learn how to write the seven basic parts of a proposal. **Lynn O'Connell** has worked in the nonprofit sector for 30 years. As a consultant, she writes proposals for both nonprofit organizations and small businesses. She is executive director of Computer C.O.R.E., giving low-income adults technological and professional skills needed to pursue their career aspirations. She is editor of two publications for nonprofit professionals, Development Director's Letter and WealthEngine News. Lynn holds a certificate in nonprofit management from Duke University as well as a Master's in philanthropy from Indiana University. \$113 Non-Member \$99 Member
\$15+ optional materials fee
ONLINE: Via Zoom
3271BP: One Sat., 9AM-4PM 6/18



How to Create a Business Plan That Works

Are you starting an organization, or hoping to expand or improve a current one? A business plan is a tool for an organization that sets objectives accompanied with a plan to achieve them. This course will help you research and write the business plan that you will need to lead you toward success. Learn what sort of advance research you should do, the things that should be included in the plan, and the steps that are used to create a usable and feasible business plan. **Lynn O'Connell** has led more than 35 organizations through the strategic-planning process over the past 20 years.

A few examples of her clients include the National Military Family Association, the TV Project, Different Drum School, and the Bar Association of the District of Columbia.

\$56 Non-Member \$44 Member

\$5-\$10 optional materials fee

ONLINE: Via Zoom
3272BN9: One Fri., 1-3:30PM 5/13

Successful Fundraising for Nonprofits

You have a great program; now, all you need is funding. Funding is a critical component of all nonprofit organizations. Get an overview of various effective fundraising techniques: grants, special events, personal solicitation, mailings, planned giving, and web-based fundraising. Before you launch a fundraising campaign, make sure you know what your options are, what is involved, and how to proceed. **Lynn O'Connell** has worked in the nonprofit sector for four decades. She is editor of two publications for nonprofit professionals, Development Director's Letter and WealthEngine News. Lynn holds a certificate in nonprofit management from Duke University as well as a Master's in philanthropy from Indiana University. \$56 Non-Member \$44 Member
\$5-10 optional materials fee
ONLINE: Via Zoom
7108M: One Fri., 1-3:30PM 4/8

Nonprofit Leadership & Administration

Building & Developing the Best Board

To fulfill its mission, a nonprofit needs a strong board. This workshop is designed to support and enhance the board development process for nonprofits and will highlight key roles and responsibilities of board members and critical areas for skills development. Learn about assessing your current board's performance, creating/updating your board handbook, and developing a matrix to determine board composition and plan recruitment. Get practical tools to run more productive board meetings. This workshop is designed for new or experienced board members and nonprofit leaders who work with boards. You're encouraged to bring your board handbook and a recent board meeting agenda for reference and discussion throughout the workshop. **Lynn O'Connell**
\$56 Non-Member \$44 Member
\$5-\$10 optional materials fee
ONLINE: Via Zoom
3205Y: One Sun., 1-3:30PM 4/24

Building Your Nonprofit for the Future

Strategic Planning That Works
Long-range planning is time-consuming, and frequently "the plan" ends up gathering dust on a shelf. Yet, every organization needs planning in order to stay on track and grow. This session will help you select a type of plan that your organization can develop and actually use. Then you will learn how to carry out your strategic planning process and see that "the plan" is implemented. Participants will go home with a completed SWOT (strengths, weaknesses, opportunities, and threats) analysis, strategies to position their organization for long-term success, and techniques to ensure their strategic plan will stay activated. **Lynn O'Connell** has led more than 35 organizations through the strategic-planning process over the past 20 years. A few examples of her clients include: National Military Family Association, TV Project, Different Drum School, and the Bar Association of the District of Columbia.
\$56 Non-Member \$44 Member
\$5-\$10 optional materials fee
ONLINE: Via Zoom
7106AH: One Fri., 1-3:30PM 4/1

The 3 R's of Volunteers

Recruitment, Retention & Recognition

Volunteers are incredibly important to today's nonprofits. According to the latest Bureau of Labor statistics, there are nearly 62 million volunteers in America. The Independent Sector values each volunteer hour given at more than \$20 an hour. If you are asking, "What can I do to use volunteers more effectively?" and, "What can I do to make the experience for my volunteers stand out?" then this session is for you. Discover concrete and easy steps that you can implement right away to build numbers and commitment among your volunteer pool, whether your organization is just starting out or you already have a strong team of volunteers.

Lynn O'Connell
\$56 Non-Member \$44 Member
\$5-\$10 optional materials fee
ONLINE: Via Zoom
7104AP9: One Fri., 1-3:30PM 4/29

Annual Campaigns

"Make Your Year" as a Nonprofit

The annual campaign can make or break your year. It can be hard to ask for money. But, remember, you're giving others a chance to support your mission and do good in the world. This workshop is designed to help make your campaigns more efficient, engaging, and effective. You will leave having planned an annual appeal with phases and a timeline. We will also discuss best practices and strategies to increase gift size, educate your donors, and engage board members. **Lynnette Adams** (MFA, Wayne State University) is the owner of LM NonProfit Solutions, an adjunct professor at the University of Denver, and a doctoral student at Pepperdine University for Global Leadership and Change. She has over 12 years of experience in fundraising and donor relations with a focus on building strong donor relationships and events.
\$56 Non-Member \$44 Member
ONLINE: Via Zoom
3106D: One Sat., 1-3PM 3/26
3106E: One Sat., 1-3PM 6/4
3106F: One Sat., 1-3PM 7/16

New! Inclusive Leadership

Essential for Aspiring Leaders, Boards, & Corporations

Today's most effective and vital organizations are led by inclusive leaders —those who are open and supportive of diverse ideas, perspectives, and identities. Take this opportunity to explore foundational concepts and practices to build your skills in inclusive leadership, whatever your role is in your organization. Using interactive discussion and case examples, we delve into how unconscious bias, micro aggressions, stereotype threat, privilege, power and intersectionality shape human and organizational behavior, and examine how to align your leadership practices to be inclusive. The session includes practice scenarios for you to consider in your own organization. This basic workshop is provided by Social Justice Associates whose mission is to empower people and organizations to thrive through just equity and inclusion practices. Their work is rooted in intersectional research, organizational theory, and real-world examples from popular culture, news media, history, finance and law. Social Justice Associates was founded by **Amy Bonomi**, PhD, MPH, award winning professor and founding director of the Women's Leadership Institute, and author of more than 150 articles/essays on bias, equity and violence and harm reduction.

\$61 Non-Member \$49 Member
ONLINE: Via Zoom
8880A: One Wed., 6-9PM 5/4
8880B: One Wed., 6-9PM 6/1



Business & Marketing

Marketing 101

The Key Elements of Your Marketing Strategy

Developing a marketing strategy and executing it can be daunting! Step by step, this class is designed to give even the most novice of marketers a better grasp on marketing. We'll discuss the marketing basics, including how to pinpoint a target market, put together a creative strategy, and track your success. We'll also discuss business plans, business ethics, and how to create your own voice in your marketing materials. Class is open-forum, discussion style so participation is welcome and specific questions are encouraged. **Kristin Peregoy** has over nine years of full-service marketing strategy and business development experience at the manager level. She has worked in the manufacturing, health and wellness, retail, and publishing industries. Her book, *Fight Strategy: Knockout Marketing for Small and Micro-businesses*, sells on Amazon. \$56 Non-Member \$44 Member
ONLINE: Via Google Hangout
1987AG: One Sat., 9:30AM-12PM 4/9

Digital Marketing Overview

Digital marketing includes social media, blogging, mobile marketing, content marketing, and more. You need to know about search engine optimization, reputation management, lead generation and conversion, and so forth. So much to learn! This class lays out what all the digital marketing activities are and how they work together. We'll define terms, discuss the customer/client buying cycle, and show how these activities fit in that cycle. Get the big picture and prepare yourself for the next step: creating a digital marketing strategy that fits your budget and advances your business goals. **Kristin Peregoy** has worked in marketing and business development for over 11 years in both a corporate setting and as well as a consultant for small businesses worldwide. She combines strategy, creative and analytics for a holistic viewpoint to increase revenue, business development strategy and market share. Her book, *Fight Strategy: Knockout Marketing for Small and Micro-businesses*, sells on Amazon. \$61 Non-Member \$49 Member
ONLINE: Via Google Hangout
1935CL: One Sat., 9:30AM-12PM 3/26
1935CM: One Sat., 9:30AM-12PM 4/30



CFU Certificate in Digital Marketing

If you are serious about doing business right now, you must become proficient with digital marketing. To aid you, CFU has organized its digital marketing classes into a pathway to help you find your way and succeed. We offer two levels of certification. You can earn a Digital Marketing Certificate of Completion when you take the courses outlined in the program (see page 3).

Over 100 students have received the certificate of completion. Across the board, students have let us know that they appreciate the real-world experience of our instructors and the practical knowledge and skills they learn. People who have completed these programs have applied what they learned in businesses they run or companies they work for. Several have gone on to build their own digital marketing businesses.

New! The Keys to Promoting Your Business Online

Digital marketing includes search engine rankings, blogging, mobile marketing, QR codes, social media, reputation management, content marketing, lead generation, and conversion. It's no wonder many business owners find marketing their businesses online overwhelming! If you're struggling to understand what all the digital marketing activities are and how they work together, this is the class for you. We'll define the terms, discuss the customer/client buying cycle, and show how these activities fit in that cycle. This class is designed to give you the big picture and prepare you for the next step: creating a digital marketing strategy that fits your budget and advances your business goals. **Michael Booker** manages all the online marketing for Applejack Liquors. He has an extensive background in web development and social media marketing. He has managed design/development projects in all sorts of environments, but launching search and social campaigns are what get him up in the morning.

\$61 Non-Member \$49 Member
ONLINE: Via Join.me
1989BH: One Wed., 6-8:30PM 5/18
1989BI: One Wed., 6-8:30PM 7/13

Branding Your Business

Building a Strategy to Develop a Distinct Brand Identity

Why do some brands have such loyal followers while others fade away? How does one develop a strong brand? While branding is both an art and a science, there are key concepts and practices that can increase your chances of success as you build your brand. This course will cover theories and techniques of branding, steps to building brands, strategies for brand guidelines, ways of using images, text and colors to create your brand, and methods to measure brand equity. **Lori Poole** has been practicing and teaching public relations and communication techniques for decades.

\$51 Non-Member \$39 Member
ONLINE: Via Zoom
3208BL: One Wed., 6:30-8:30PM 4/13
3208BL: One Sat., 10AM-12PM 6/25
CFU LOWRY: Near 1st & Quebec
3208BK: One Wed., 6:30-8:30PM 5/11
3208BM: One Sat., 10AM-12PM 7/16

Business & Marketing

Customer Journey Strategy

Find & Keep Your Customers

Do you feel that the time you spend posting about your business on social media is not paying off? There are many moving pieces involved in taking a prospective client from awareness to paying clients and beyond. Developing an intentional customer journey strategy is crucial for success with online marketing. You can see where your systems are breaking down, what you need to fix, and how to prioritize your time and budget to maximize your impact and income. In this class we'll discuss marketing, sales, delivery of your brand promise (product or service), retention, ascension, and referrals. Get a blueprint to follow and tips specific to your situation. Founder and CEO of Social Savvy Geek, LLC, **Laura Pence Atencio** works with entrepreneurs and business owners to meet and exceed their goals.

\$51 Non-Member \$39 Member
ONLINE: Via Zoom
3134AR: One Thu., 6:30-8:30PM 3/24
3134AS: One Thu., 6:30-8:30PM 5/12



Develop Your Digital Marketing Strategy

Putting It All Together

You've learned about various online marketing platforms and tools, but how do you use them most effectively? The key is a well-constructed strategy that supports your business goals and a blueprint that sets daily, predefined activities to bring customers and clients through your door and gets them to make referrals. In this workshop, examine your business goals and determine which online activities are most likely to generate new business. Consider which activities you want to do in-house and those you want to outsource, and how to hire consultants when needed. **Michael Booker** manages all the online marketing for Applejack Liquors. He has an extensive background in web development and social media marketing.

\$86 Non-Member \$74 Member
ONLINE: Via Join.me
3632G: One Sat., 10AM-2PM 4/9

Last chance for Develop Your Digital Marketing Strategy!

Search Engine Optimization Basics

Increase Your Google Ranking

Creating an appealing website is great, but if people don't find it, it's not helping your business. In this introductory class learn what your website needs to draw traffic and show up in search results. Websites don't rank on Google, pages and posts do, so you have to create them right. Learn about keyword research and strategy, and how to optimize content for search engines. Explore what you need to do to make your site friendly for Google and users. Find out about crawlability, schema, site speed, SSL certificates, and more. **James Koene** is an SEO professional who has worked with Fortune 500 ecommerce companies and small businesses. He has worked as an SEO analyst for Foot Locker, working on websites like Footlocker.com, Eastbay.com and Champs.com. He now works at Merge, an agency located in Denver. (As a bonus, James will offer interested students a discount for a Wix.)

\$56 Non-Member \$44 Member
ONLINE: Via Zoom
1988BF: One Wed., 6:30-8:30PM 4/27

Successful Email Marketing

Get Your Emails Read!

You know that email marketing can be effective, but you aren't sure how to maximize the benefit. In this class, we'll talk about the available tools such as Mail Chimp and Constant Contact and discuss how to get subscribers and manage your subscriber lists. Find out how to use your metrics to do more of what works and less of what doesn't. We'll focus on how to compose emails that get read by looking at subject lines, headlines, templates, the body of the email, and more. You'll even practice writing emails that you can take away as examples. **Deb Schaffer**, PMP, is a certified project management professional and a six-sigma black belt. She spent 10 years teaching technical software classes for local software companies before focusing on projects. Today, she helps companies create and run email campaigns and writes blog posts, whitepapers, case studies, and other marketing content.

\$56 Non-Member \$44 Member
ONLINE: Via Google Meet
3210AV: One Sat., 9AM-12PM 3/26
3210AW: One Sat., 9AM-12PM 4/23
3210AX: One Sat., 9AM-12PM 6/11

How to Plan a Marketing Calendar That Works for Your Business

Learn the strategic marketing mix used by successful businesses to grow their bottom line no matter the state of the economy. Businesses that strategically plan their marketing and then consistently execute their plan are the businesses that prosper! Business owners and marketers with limited time must make the most of every networking event and social media campaign. In this hands-on workshop, you will learn not only how to choose marketing activities that make sense for your business and develop your own marketing calendar, but also how to create an editorial calendar to support and promote those activities. As founder and CEO of Social Savvy Geek, LLC, **Laura Pence Atencio** is passionate about helping entrepreneurs and business owners meet and exceed their goals. She is committed to providing the most engaging and effective strategies in online marketing by combining traditional business networking and marketing fundamentals.

\$51 Non-Member \$39 Member
\$15 student buys materials
ONLINE: Via Zoom
3399AJ: One Tue., 6:30-8:30PM 4/5
3399AK: One Thu., 6:30-8:30PM 6/2

Twitter & Instagram for Business

Find & Engage Your Audience

Learn to build your audience on Twitter and Instagram to establish yourself as an expert in your chosen field and promote your business, website, blog, and products or services. This intermediate class is for those who already have accounts and basic knowledge of how to use Twitter and Instagram. You should already know how to create and share basic posts. We will cover strategy, tactics, and tools for growth and management. As founder and CEO of Social Savvy Geek, LLC, **Laura Pence Atencio** (@SocialSavvyGeek on Twitter and Instagram) works with entrepreneurs and business owners to meet and exceed their goals.

\$51 Non-Member \$39 Member
ONLINE: Via Zoom
3732BW: One Tue., 6:30-8:30PM 4/12
3732BX: One Thu., 6:30-8:30PM 6/16

Business & Marketing

Be the Blog

The Keys to Writing for the Web

Learn the secrets to a successful blog post. Writing for the web has unique requirements. This class focuses on how to write, publish, and promote blog posts that build audiences. Find out how to research topics and keywords and why headlines are important. Get tips about formatting posts, metadata, and using categories and tags. Learn about promoting your blog posts and how you can use the content you create in multiple ways. Leave with a checklist to use when creating your own posts. **Deb Schaffer**, PMP is a certified project management professional and a six sigma black belt. She spent 10 years writing technical manuals and teaching technical software classes for local software companies before focusing on projects. Today, she helps companies create and run email campaigns, and writes blog posts, whitepapers, case studies, and other marketing content. It's recommended that you already know what you want to blog about. The class is about creating strong content and doesn't cover blogging platforms or other technical topics.

\$46 Non-Member \$34 Member

ONLINE: Via Google Meet

3418S: One Tue., 6–8PM 3/22

3418T: One Tue., 6–8PM 4/26

3418U: One Tue., 6–8PM 7/12



How to Make a Podcast for Fun or Profit

Everything You Need to Know

Podcasts are becoming more popular than ever. Not just for people in their home studios but also for corporate entities in their marketing efforts. But how does a podcast work? How expensive is the equipment? How do you get started? Get the answers and more so you can get on your way creating compelling podcasts. Learn best practices for how to record high quality audio, sweeten the sound, and upload to iTunes and other podcast platforms. Learn how to leverage your brand with podcasts and build a community. Bring your laptop so you can download the free software and begin customizing your interface. **Alex Delia** is a longtime digital media producer, editor, and consultant. He has edited for several top 10 podcasts including *Now Playing*, and he currently produces and cohosts *The Plex Files*, an ongoing movie review and comedy series on Apple Podcasts. This is primarily a lecture and demonstration class that readies you to launch into the world of podcasting to build your business brand.

\$61 Non-Member \$49 Member

ONLINE: Via Streamyard

3730V: One Thu., 6:30–9:30PM 3/24

3730W: One Thu., 6:30–9:30PM 5/12

3730X: One Thu., 6:30–9:30PM 7/14

Use LinkedIn to Grow Your Business

Effective use of LinkedIn to promote your business requires a strong personal profile. Enhancing your LinkedIn profile will increase your ranking in Internet searches. Learn about the value regular posting of updates and articles on LinkedIn to help build your professional credibility and visibility for your business. Find out how to productively communicate with key LinkedIn connections and how to grow your connections strategically through LinkedIn's searching tools. Discover if having a paid account on LinkedIn makes sense for you and whether you would benefit from creating a company page. Leave this demonstration class with the knowledge and skills you need to make LinkedIn a powerful marketing tool for you and your business. **Joyce Feustel** founded Boomers' Social Media Tutor in 2010. An active user of LinkedIn for over 10 years, Joyce has helped hundreds of people strengthen their LinkedIn profiles and apply the strategies she recommends for getting the most of their LinkedIn experience.

\$61 Non-Member \$49 Member

\$5 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

3350CX: One Wed., 6–9PM 5/25

ONLINE: Via Zoom

3350CV9: One Wed., 6–9PM 3/23

3350CW: One Mon., 6–9PM 4/25

3350CY: One Mon., 6–9PM 6/27

Google My Business

Bring Traffic to Your Site

Google My Business is more than just a free listing and dot on a map; it's an important way to make sure your business draws traffic and looks good to potential clients or customers. Learn how to make the fullest use of this important tool to show off your business and to rank high in local searches. We'll start with a general introduction to search engine optimization and the types of search results. Discuss posts and offers, photos and videos, and managing reviews so that your listing has the best possible impact. Find out about managing multiple GMB accounts and how to delete a business. We'll talk about listings other than GMB that can also be helpful in getting exposure.

James Koene is an SEO professional who has worked with Fortune 500 ecommerce companies and small businesses. He has worked as an SEO analyst for Foot Locker and worked on websites like Footlocker.com, Eastbay.com and Champs.com. He now works at Blue Moon Digital in Denver.

\$46 Non-Member \$34 Member

ONLINE: Via Zoom

3740D: One Wed., 6:30–8PM 5/11



New! Self-Employment Basics

Create a Fun and Profitable Home-Based Business

Have you thought about starting your own business and have no idea where to start? Or perhaps you have your business up and running and know there are things you need to learn. Learn the business skills that are essential in any company, no matter the size. The course will cover basic business topics including how to set up the company, record keeping, managing risk, attracting customers, developing a plan. You'll get practical information and have a chance to have your questions answered. International best-selling author **Don Awalt** is a business consultant and strategist with decades of experience helping business owners make more money and free up the time to enjoy it. His background includes projects with multi-billion dollar companies to home-based companies running their operations from the kitchen table. The principles of a successful business are very much the same regardless of the size.

\$56 Non-Member \$44 Member

ONLINE: Via Zoom

1997J: Two Tue., 6:30–8PM Begins 4/19

1997K: Two Tue., 6:30–8PM Begins 5/17

1997L: One Sat., 10AM–1PM 6/25

Copyrights, Trademarks, & Trade Secrets

Protect Your Brand Before It's Too Late!

Your intellectual property is one of the most vital parts of your business, yet most business people, entrepreneurs, artists, and other creative types do not have these assets adequately legally protected. This class covers intellectual property of all types: copyrights, trademarks, trade secrets, and more. Find out what the differences are, how to protect your work/ideas, and concrete steps you can take to begin the process. This class may be the most important two hours you ever spend on your business. **Steve Replin**

is an entertainment attorney focusing on film, fashion, music, and literature. All of his clients have intellectual property to protect. Learn how to keep what's yours, yours!

\$51 Non-Member \$39 Member

\$10 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

3618DB: One Thu., 7–9PM 4/14

Discover Your Dream Job

Find the Career That Suits You

Whether you are searching for a more fulfilling career, re-entering the workforce, or seeking an encore career, you need to find the right fit. Doing work that does not align with your life's purpose sets you up for ineffectiveness or burnout. In this interactive workshop, you'll start by identifying your strengths, values, skills, and talents so that you know what you bring to the table. Next clarify where you want to go with your career and your "must haves." Identify the additional skills and experience you may need and understand how to conduct your search. Finally, get insights about how to put together your resume and handle the interview. By learning how to promote yourself more successfully as a candidate, you'll gain confidence and find success. This interactive workshop is led by certified career coach and HR consultant **Sheila Clemenson**, owner of Transitions Coaching Services, LLC. Class is scheduled to meet every two weeks so that you have time to complete tasks that are key to your job search. Get ready to confidently step out and step up in the job market. It is suggested that students purchase Strengthfinder 2.0 or take the Gallup Clifton Strengthsfinder assessment online.

\$101 Non-Member \$89 Member

ONLINE: Via Zoom

1945AI: Three Mon., 6–8PM 4/4, 4/18, 5/2

1945AJ: Three Mon., 6–8PM 8/1, 8/15, 8/29



How to Become a Thriving Life Coach



Life coaching is a rewarding career that inspires individuals and businesses to reach ultimate success, whether it's for personal fulfillment, improved relationships, health, mindfulness, financial abundance a thriving career, sales and management skills, or executive leadership. This masterclass starts with an 80-minute audio training that explores income potentials, the honest truth of what it takes to succeed, certification regulations, what training you need, industry operations, and more. Listen in advance and then join a group coaching session to learn how to use your personal story and background to create a thriving niche market. The program is run by **Cheryl Bartlett** and other certified facilitators. Cheryl has been a professional life coach for over two decades and shares a wealth of experience for those considering coaching as a new career or as an additional income stream for greater abundance.

\$41 Non-Member \$29 Member

ONLINE: Via Zoom

1952BM: One Wed., 6–7:30PM 5/11

Life Coach Certification Training

Have you ever dreamed of having more joy, freedom, flexibility and fulfillment in your job? Would you like a more purposeful career that can truly impact the world? Do you ever wish for ways to get extra cash or even make a full-time income, working part time? Would you enjoy having access to proven strategies to live your best life ever? If so, Life Coach training may be just what you are looking for. Reach out now to learn more about **Cheryl Bartlett's** Life Coach Certification Training and how she uses her 20+ years of experience to give you everything you need to thrive as a professional coach. Investment is \$2799. Call CFU at (303) 399-0093 ext 0 and reference course #2807 to get details and to register for a free consultation with Cheryl. Cheryl will discuss the program with you. The next six-month trainings will begin on 4/6/2022 and 6/22/2022.

Careers

New! Resume Writing Strategies

Are you contemplating a career change and want to figure out how to translate your experience? Want help updating and fine-tuning that resume? Do you need to get your resume through the Applicant Tracking Systems? Whether you apply online or know someone at a company, you need a resume to market yourself and show you have the skills to do the job! Learn top resume tips to navigate your job search and get the interviews. Bring your resume to the class and be ready to ask your questions! For the past 11+ years, career coach **Matthew Thomas** has worked in workforce development and private education guiding thousands of people through job search strategies, resume review, interviewing practice, and career change. He has served a variety of job seekers including those who were homeless, laid off, blue collar and white collar workers, and students in health care programs.

\$46 Non-Member \$34 Member

ONLINE: Via Zoom

3107BF: One Thu., 6–7:30PM 4/21

3107BG: One Tue., 6–7:30PM 6/7

Personal Branding

How to Leverage Who You Are for Business & Career Success

How do you get others to recognize, appreciate-and pay for the value you offer? How do you stand out as the expert in your industry or career, and convince people that their investment with you is the only and obvious choice? If your business relies on your expertise and professional appeal, or if you are looking to make a career move that requires you to promote your assets, this class is for you. Not just an “informative” lecture, it’s a workshop that will enable you to identify what makes YOU unique, tell others who you are, and leverage your personal brand for financial and future success. As a communications strategist, brand expert and coach, **Wendy Van Ryn** has worked with a wide range of businesses including service and product-based companies, nonprofits, education institutions, and an international company with multiple brands.

\$51 Non-Member \$39 Member

CFU LOWRY: Near 1st & Quebec

3207J: One Thu., 6:30–8:30PM 4/14

Exploring Mediation as a Career

Maybe you have been told that you are good at solving problems or working with difficult people. Someone may have even said that you would be a great mediator. This class will answer your questions about becoming a mediator. Learn about various dispute resolution processes and more specifically about mediation and its benefits. Discover various ways people respond to conflict and when these responses are useful or not useful. Become familiar with the differing mediator roles and their impact client satisfaction. Find out what skills are needed to become an effective mediator. Realize the steps you can take to become a mediator and start a dispute resolution career. This interactive training is provided by **Phoenix Strategies**, a dispute resolution and training business that strives to bring peace from within for people who are in conflict. This class is great for anyone interested in mediation or thinking about taking the Basic Mediation Training at CFU.

\$47 Non-Member \$35 Member

ONLINE: Via Zoom

3343HR: One Sat., 10AM–12PM 3/19

3343HS9: One Sat., 10AM–12PM 4/23



Basic Mediation Training

Become a Mediator

Learn the mediation process and get started using the skills of mediation. This course is for anyone involved in conflict management on a personal or professional level. The 40-hour basic mediation course is the recommended minimum requirement for, and serves as your foundation to building a career as a mediator in the state of Colorado. You will learn to modify past-learned behaviors, develop basic essential skills, and effectively mediate with minimal mentor support by integrating theory and practice; modeling; doing exercises and simulations; and performing self, peer, and instructor evaluations. Training topics include conflict origins; mediation models history; mediator roles; case management and forms; appreciative and empowerment strategies and techniques; interest-based and position-based negotiation; communication, active listening, nonverbals; problem-solving, interest-based mediation process; Memorandum of Understanding (MOU) writing; ethics and diversity; statutes that govern mediation practice; unauthorized practice of law; and mediation business and career-next steps. The Collaborative, Facilitative and Interest-Based Model™ (CFI) is the heart of Phoenix Strategies, Inc.'s services and training. Not only is this model used to manage conflict, but it can be used in our daily, personal and professional activities. Participants will receive a certificate of completion. CLE credits are available for attorneys (31 General, 8.4 Ethics).

Phoenix Strategies, Inc. (PSI) is a dispute resolution business incorporated in 1997 to provide comprehensive, relational, and human development training and services. PSI delivers a full array of conflict management services that includes mediation, conflict coaching, facilitation, and conflict management systems design. PSI holds the U.S. patent and trademark office mark of Collaborative Mediator® used for mediator certification for those who demonstrate knowledge and skills in the Collaborative, Facilitative, Interest-Based Model. Additionally, PSI provides mediator internships. PSI mediators have delivered services for cases originating within federal agencies, such as the EEOC, USPS, BLM, TSA, school districts, city and county courts, and nonprofit and for-profit entities.

Michelle Noyes, mediation professional, educator, and coach, trained under the leadership of Phoenix Strategies, Inc. founder, Monica Lichtenberger. In her own practice, Michelle facilitated mediation for the City of Fort Collins, Jefferson County Mediation Services, the Better Business Bureau, El Paso County Courts, and School District 11. Michelle has had a variety of experience in family mediation, divorce and post decree mediation, union dispute, workplace dispute, business consumer dispute, tenant landlord dispute, and conflict involving nonprofit organizations.

\$1295 Non-Member \$1295 Member

ONLINE: Via Zoom

3356BU: Mon.–Fri., 8AM–5PM Begins 5/9

**This training usually fills,
so register early.**

Careers | Money Management

Colorado Notary Training

RULONA

Becoming a notary can benefit you in your current job or become a source of additional income. As of July 2018, Colorado began requiring all new and renewing applicants to take the Revised Uniform Law on Notarial Acts (RULONA) training and pass the online exam. The law was updated again and went into effect January 1st, 2021 to include modifications to comply with COVID restrictions. This CFU class fulfills the requirements of RULONA and is approved by the Colorado Secretary of State. Learn what the processes, procedures and guidelines are under the new rules. Work through a sample exam in class so that you know what to expect when you take your online exam.

Samuel Burks has been a notary for 30 years and is a certified notary-training vendor for the State of Colorado doing business as Esprit Group LLC. The materials fee covers a handbook and all relevant statutes.

\$57 Non-Member \$45 Member

\$10 materials fee paid to instructor

\$25 optional materials fee

ONLINE: Via Zoom

3237EO: One Tue., 2-4PM 4/12

3237EP: One Tue., 2-4PM 5/10

3237ER: One Wed., 2-4PM 7/6

CFU LOWRY: Near 1st & Quebec

3237EQ: One Tue., 2-4PM 6/7

3237ES: One Tue., 2-4PM 8/9

Medical Transcription A to Z

An Outstanding Home-Study Course

Demand is soaring for good medical transcriptionists. This program is flexible with no time-limit for completion, but you can finish in approximately six months of dedicated 10+ hours a week study. Includes mentorship and support (via phone, email, and mail) from experienced MTs, and an internship/hands-on experience with a national transcription service. Visit the CFU website for more detailed information about the program. **Deborah's Touch, Inc.**, a medical transcription service and training firm with 30 years' experience. Required: a computer and the purchase three medical reference books and a foot pedal. (total of approx. \$250).

\$1312 Non-Member \$1300 Member

\$40 materials fee paid at time of registration

ONLINE & PHONE CONSULTATION

3372N: Online course

Notary Signing Agent

Training

Make Money Notarizing Mortgages

Low interest rates and a hot real estate market is driving the demand for qualified notary signing agents. If you are a commissioned notary public

you might consider this national training to learn to facilitate mortgage closings for lenders, banks, realtors, signing agencies, title and escrow companies. Notaries working as certified signing agents and transaction coordinators have been able to create an additional full or part-time income paying \$100 to \$250 per file. This certification training will familiarize you with the process, procedures, and responsibilities of a signing agent. Working with typical loan documents, you will learn to identify certificate language, document formats, and file presentation to ensure the integrity of the loan signing. The class is for currently commissioned notaries. You will receive your training file and materials by email and will need to print them for the class.

Samuel L. Burks has been a notary for 30 years. His company, Esprit Group, is an accredited state of Colorado notary public trainer conducting training for qualified commissioned notaries interested in learning to facilitate mortgage closings and document signings.

\$181 Non-Member \$169 Member
Materials will be emailed and need to be printed by notary

\$25 optional materials fee paid to instructor

ONLINE: Via Zoom

3335BG: One Sat., 10AM-1PM 3/26

3335BH: One Sat., 10AM-1PM 4/23

3335BI: One Sat., 10AM-1PM 5/21

3335BL: One Sat., 9AM-12PM 7/16

CFU LOWRY: Near 1st & Quebec

3335BK: One Sat., 9AM-12PM 6/18



Financial Freedom

Support the Life You Want

Happiness should be your goal in life. Traditional financial planning focuses just on money: earning more, saving more, and avoiding running out. This course guides you to start with what makes you happy and then helps you create a plan to align your finances with your goals. Explore your relationship with money and the necessary tools to: reduce your debt and increase savings, improve your credit, and make the correct decisions involving your investment options. Class exercises and e-book will enable you to continue to learn beyond the classes. **John Akolt**, Esq., LLM in taxation, is a former stock trader and tax counsel for Allstate Insurance. These classes are intended for educational purposes only. They are not intended to provide, and should not be relied on for, investment, tax, legal or accounting advice. You should consult your own advisors before engaging in any transaction.

\$92 Non-Member \$80 Member

\$5 materials fee paid with registration for eBook

CFU LOWRY: Near 1st & Quebec

4420H: Three Wed., 6:30-8PM Begins 4/27

Women & Finance

Creating Balance & Financial Independence

Sadly, for many women, the world of investing is intimidating. This workshop empowers women to make informed financial decisions. We start with a blueprint of financial planning and wealth accumulation through investment risk balancing and calculate your investment risk tolerance score. Then we discuss tax balancing and how to integrate tax diversification into personal planning. You'll learn the ramifications of investing on a pretax versus after-tax basis. Oftentimes, you can save more by saving in taxes than by saving alone. Finally, explore the basics of life insurance, disability income insurance, and long-term care insurance and how they fit into a financial plan. **Heidi Halus**, MBA, LUTCF, CLU®, CLTC®, ChFC®, is a senior partner in a talent acquisition with New York Life and NYLIFE Securities.

\$41 Non-Member \$29 Member

ONLINE: Via Zoom

4121M: One Thu., 9-10:30AM 4/7

4121N: One Mon., 6-7:30PM 5/9

4121O: One Sat., 9:30-11AM 6/25

Money Management

New! Behavioral Finance

Tips & Tricks to Improve Your Behavior Towards Money

Personal finances cause us stress, especially during volatile economic times. When we are stressed we tend either to make impulsive decisions or to go into avoidance mode, neither of which are helpful. In this course you learn why we do what we do with our finances and how we can avoid the common mistakes that sabotage our success. Find out how to make your portfolio behaviorally bulletproof, why you should "do it yourself," and how to take the guess work out of financial indecision. Topics include creating your own Ulysses contract for your investments, the theory behind "good debt," avoiding conflicts of interest, credit cards, compound interest, and investment in your home. **Don Eschbach** has been in the investment education space for over a decade. He has given hundreds of talks on retirement plans and personal financial education. With thousands of individual consultations, he has his finger on the pulse of what people need to take better control of their own finances.

\$31 Non-Member \$19 Member

ONLINE: Via Zoom

3570A: One Tue., 12PM–1PM 4/26

3570B: One Mon., 6:30–7:30PM 6/6



Taxes & Retirement

Tax Efficient Planning

Do you think every dollar counts in retirement? If so, it makes sense to take action now to ensure that you keep as much of your hard-earned money as possible. Tax evasion and legal tax avoidance are very different things. This class explores how you might use different strategies both before and after retiring to make sure taxation does not unnecessarily diminish your retirement income. Learn the steps of tax planning and which tax advantage accounts might be best for you. This class will get you started making a tax efficient plan while taking new tax law into account, so you can minimize how much of your retirement income goes out in taxes. After 35 years as a teacher, **Tony Manfredi** became vice chairman with Complete Spectrum Financial Services, licensed in life, health, property and casualties, and long-term care.

\$41 Non-Member \$29 Member

CFU LOWRY: Near 1st & Quebec

4621AU: One Sat., 10AM–12PM 3/19

4621AV: One Sat., 10AM–12PM 4/9

4621AW: One Tue., 6:30–8:30PM 5/10

Fundamentals of Financial Wellness

Financial literacy is not taught in school, but it is critical for life. This class is a roadmap for planning your present and building your future. The free course book starts with budgeting to cover your immediate needs, explains ways to protect your loved ones, build your emergency fund, manage debt, and finally explore strategies for investing for the long-term. While the material taught in this class will be beneficial to everyone, the younger you are, the more you will profit, literally. Learn about the "Rule of 72" and a variety of investment options and why you need at least two investment vehicles.

Adrian Brown started investing in real estate at age 19. He helps people get their money "working" for them. As a former Transamerica financial advisor, he has direct knowledge on how various investments work and can pull back the curtain to make sure you know what you are getting.

\$46 Non-Member \$34 Member

CFU LOWRY: Near 1st & Quebec

3539Y: One Thu., 6:30–9PM 5/12

3539AA: One Thu., 6:30–9PM 7/14

Another Stock Market Crash May Be Coming Will Your Portfolio Be Ready?

The stock market has reached all-time highs. If it starts going down when do you sell to keep your valuable gains? The founder of the Dow Jones Industrial index devised a simple trend analysis strategy used by sophisticated investors since the great depression. Now mutual funds and ETFs are introducing this to the investing public. Learn how to monitor your investments so you can make better decisions about when to sell to avoid major significant loss. Get strategies that trend investors use to identify when it is safe to buy back into the market. Learn these strategies and how to use free websites to keep your retirement intact. This course is purely educational; check with your financial adviser about your specific investments.

Joe Medrano, has a financial planning practice in Denver and a Certified Financial Educator- CFEd from the Heartland Institute of Financial Education. He is teaching principles practiced at a nationally known SEC-registered investment advisor (RIA) firm whose corporate mission is to educate the investors of main street America.

\$46 Non-Member \$34 Member

\$12 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

3561AA: One Tue., 6–8PM 4/19

Taxes for the Small Business Owner

Even if you have an accountant prepare your taxes, as a small business owner you should have a basic understanding of tax laws. This class is ideal for people who have home-based businesses, are self-employed, or sole proprietors. Start with an overview of the records you need to keep for your business. Learn about the deductions that small businesses can take and how to use the Schedule C: Profit & Loss. Discuss how to minimize self-employment taxes and optimize the deductions that your business can take. Find out about W-2s, 1099s, and gross receipts and what they mean for you.

Carla Vaughn is a licensed tax and financial consultant whose mission is to help people become financially literate and empower them to take control of their financial lives.

\$51 Non-Member \$39 Member

\$12 materials fee paid in class to instructor

ONLINE: Via Zoom

3612BH: One Tue., 6–9PM 4/19

3612BK: One Tue., 6–9PM 6/21

CFU LOWRY: Near 1st & Quebec

3612BI: One Tue., 6–9PM 5/24

Selecting Mutual Funds and ETFs

Investing is a life-time venture, and this class will provide a basic foundation to enable you to initiate or improve your knowledge of both mutual funds and ETFs. Taught by **Ralph Futch** and **Lois Krause**, longtime members and instructors with the Rocky Mountain Chapter of Better Investing. They will expand your knowledge and guide you to reference material that will assist you in selecting the appropriate mutual funds and ETFs to suit your own portfolio. You will learn how to evaluate these funds and, with continued practice, you will be capable of identifying the funds which will increase the value of your portfolios. Attendee participation and questions are encouraged.

\$46 Non-Member \$34 Member

ONLINE: Via GoTo Webinar
6634CQ: One Wed., 6:30–9:30PM 3/30

Wills, Trusts, Power of Attorneys, Living Wills Make Sense of It All

End of life planning is a hard thing to face, and it's made even more difficult by confusion and misunderstanding about legal issues. Do you need a will or a trust? What is the difference? What about a



power of attorney; can't you just download one from the Internet? Do you need a living will? Must you have a will in order to appoint a guardian for your children? Take the mystery out of the many issues surrounding the planning for end of life or illness. Gain a better understanding of what planning your estate means, what your options are and who can help you put an appropriate plan into place. Receive practical advice in plain English. **Erica Johnson** received a JD from the University of Denver and is a partner at the law firm of Ambler, Keenan, Mitchell & Johnson LLC, where her practice emphasizes estate planning and probate.

\$41 Non-Member \$29 Member

ONLINE: Via Zoom
6625CT: One Tues., 6:30–8PM 4/26
CFU LOWRY: Near 1st & Quebec
6625CU: One Tue., 6:30–8PM 7/26

Getting Ready for Social Security?

Take This Class First!

If you are approaching eligibility for social security benefits, you will find that there are decisions to be made that are much more complex than you may be aware. Not understanding the ins and outs of Social Security could have severe consequences for your future. This information-packed seminar will give you what you need to answer the important questions of when to apply for benefits, what to consider when choosing, whether to take benefits at age 62, and what the impact of delaying might be. Learn also how spousal and survivor benefits work. Taught by **Lee Claymore**, a certified financial planner with more than 25 years in the business.

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\$41 Non-Member \$29 Member

\$5 materials fee paid in class

ONLINE: Via Zoom

6603EQ: One Tue., 6:30–8:30PM 4/5

6603ES: One Wed., 6:30–8:30PM 6/1

CFU LOWRY: Near 1st & Quebec

6603ER: One Tue., 6:30–8:30PM 5/3

Prepare for Medicare!

Just like social security, if you are approaching eligibility for Medicare benefits, you will find that there are decisions to be made that are much more complex than you may be aware. This class will help you understand the ins and outs of Medicare and prepare for your future healthcare needs. Learn the important questions to ask, such as when you must apply for benefits, what to consider when choosing your healthcare benefit options, and what the consequences of missing the enrollment deadlines are. We will also spend time talking about what Medicare does and does not cover. Taught by **Lee Claymore**, a certified financial planner with more than 25 years in the business.

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\$41 Non-Member \$29 Member

\$5 materials fee paid in class

ONLINE: Via Zoom

6605CT: One Thu., 6:30–8:30PM 4/7

6605CV: One Thu., 6:30–8:30PM 6/2

CFU LOWRY: Near 1st & Quebec

6605CU: One Thu., 6:30–8:30PM 5/5



Life After Work

How to Create a Sustainable Retirement Income Stream

Gain a better understanding of the many different ways you might fund your retirement from your investments and how to integrate it with Social Security benefits and/or a pension plan. Class goes in to detail on the four main strategies of retirement planning: living off interest (of savings); planning for mandatory vs. discretionary spending; using the 4% rule; and the Bucket Method. Unlike some other retirement planning classes, the instructor integrates all four strategies with social security and pensions. Taught by **Lee Claymore**, a certified financial planner with more than 25 years in the business. Lee also teaches two extremely well-received classes on Social Security and Medicare planning at CFU.

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\$41 Non-Member \$29 Member

CFU LOWRY: Near 1st & Quebec

6606AX: One Wed., 6:30–8:30PM 5/4

Real Estate | Free Classes

Introduction to Real Estate Investing

Gain an overview on the essentials of residential real estate investing, including regional price history and trends, current market activity, capital appreciation, depreciation, cost basis, leverage, tax rules for principal residence versus rental property, and terminology used in real estate investing. Learn how to measure profitability and analyze return on investment, how to finance purchases, where to get resource info, and more! There will be a brief discussion of foreclosures, fix-and-flips, selecting tenants and the CLUE report. **Leah Hamilton** has many years of experience buying, selling, and managing investment property, with a proven track record helping hundreds realize their dreams of property ownership. A detailed "Real Estate Investment and Financing" workbook is included in the materials fee.

\$66 Non-Member \$54 Member

\$15 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

6841GV: One Sat., 8:30AM–12:30PM 4/2

6841GW9: One Sat., 8:30AM–12:30PM 5/21

6841GX: One Sat., 8:30AM–12:30PM 7/9



Basics of Managing Your Rental Property

Keep Trouble & Vacancies Down, Prosperity & Investment Up

Rental property can be a great investment and source of income, but it's important to know what you are doing both legally and practically. Learn how to prepare your property for renting, how to attract good tenants and keep the bad ones out, and the most important considerations for leases. We'll cover new Colorado laws, fair housing regulations, and dealing with eviction procedures and documents. Receive the latest and best resources for managing your property, including copies of a lease used in over 400 housing units, and the current Colorado tenant/landlord laws. Taught by **Jim Flint**, a 30-year veteran real estate investor and professional realtor, who has managed and worked with property managers on hundreds of properties and Jason Meyer, a 10-year veteran property manager that currently manages over 400 units. Come benefit from their experience and expertise and get your rental income flowing in.

\$46 Non-Member \$34 Member

\$20 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

6868HK: One Thu., 6–9:15PM 5/19

6868HL: One Tue., 6–9:15PM 7/26

Alternatives to Traditional Real Estate Investing

Look at real estate investing from an angle other than single family homes, duplexes, or condos. There's a world of options out there: commercial property, assisted living homes, partnerships, and more! Learn the steps to buy at the foreclosure actions, and how to create a business plan for your investment, including financing options, management, and the formulas you need to measure your ROI. The instructor, **Jim Flint**, CRS, has been successfully investing in real estate and creating investment partnerships for over 30 years and has experience with real estate in seven states.

\$48 Non-Member \$36 Member

\$20 materials fee payable in class

CFU LOWRY: Near 1st & Quebec

6816BC: One Tue., 6–9:15PM 5/24

6816BD: One Thu., 6–9:15PM 7/28

Free Classes! Free Classes!

The Road Map to Buying Your First House

Buying your first home can seem overwhelming. So much money and all those legal documents! This class offers a broad overview of the buying process. Get an eagle-eye of the Denver real estate market and an understanding of the buying process. Find out what an agent does and what to shop for when you engage an agent. Learn how to find a good lender, how different loans are better for different purchases, and how to get prequalified. Know what each document in the buying process means and what you'll need along the way. Discover how to think like an investor, because even if this is your primary residence, an eye towards building wealth should always be top of mind! Find out what the next steps are if you're ready to start your home search. **Derek Camunez** and **Gloria Lara** are the Broker/Owners of RE/MAX Avenues and have been realtors for over 30 years!

FREE! Non-Member FREE! Member

ONLINE: Via Zoom

6810BD: One Thu., 6:30–8:30PM 3/31

6810BE: One Tue., 6:30–8:30PM 4/26

6810BF: One Thu., 6:30–8:30PM 5/26

6810BG: One Tue., 6:30–8:30PM 6/28

6810BH: One Thu., 6:30–8:30PM 7/28

A Detailed Guide to Selling Your Home

Learn how to sell your property for top-dollar and avoid common pitfalls. If you're searching for a new home while trying to sell, your offers will be contingent upon the sale of your property. Learn what your options might be so you stay competitive. Get the scoop on the process of selling, including the duties of agents, sellers, and buyers; how to get the maximum exposure for your house; and what expenses you should expect. Explore how to prepare your home for showings, set the right price, and avoid common mistakes. Learn about inspection reports and contracts, and how to evaluate an offer. **Derek Camunez** and **Gloria Lara** are the broker/owners of RE/MAX Avenues and work with buyers, sellers, and investors. They can help you become a confident seller.

FREE! Non-Member FREE! Member

ONLINE: Via Zoom

6821CH: One Tue., 6:30–8:30PM 3/29

6821CI: One Thu., 6:30–8:30PM 4/28

6821CJ: One Tue., 6:30–8:30PM 5/24

6821CK: One Thu., 6:30–8:30PM 6/30

6821CL: One Tue., 6:30–8:30PM 7/26

Real Estate | Free Classes | Home & Garden

Free Classes! Free Classes! Free Classes! Free Classes!

Get Your Home Loan Approved!

Tips on Mortgage Underwriting

The mortgage approval process is called "underwriting" and if you want a home loan you need

to know how a loan is approved. This class will arm you with the crucial knowledge to prepare for the next steps of home buying. Leave class with an understanding of what you need to demonstrate and document to get a loan and why your real estate agent wants you to be "pre-approved" for a mortgage before looking at houses. Find out about down payments, debt, credit scores, and more. Get tips on how you can improve your chances of qualifying for a mortgage.

Carol Core is a senior loan officer with Security First Financial and has been in the mortgage industry for nearly 15 years. Class is FREE but you must register to attend.

FREE! Non-Member FREE! Member

CFU LOWRY: Near 1st & Quebec

3503EF: One Wed., 6:30-8PM 4/6

3503EG: One Tue., 6:30-8PM 5/17

3503EH: One Thu., 6:30-8PM 7/14



How to Buy a House with \$1000 Down

You have a decent job, you pay your bills on time, and your credit scores look good, but it seems so hard to come up with money for a down payment. Luckily, in today's real estate market, there are programs that offer homebuyers a chance to purchase a home with very little money. Join this class hosted by lending expert **Carol Core** and learn the details of incredible financing options available to buyers without a lot of cash. Carol has been a licensed loan officer for over nine years and is currently with Security First Financial. Carol works as a cohesive team with your realtor or can set you up with one of her trusted agents. She prides herself in taking extra special care of first time homebuyers, helping them to realize their dream of home ownership. This two-hour class is jam-packed with all of the information you'll need to purchase a home. Class is FREE but you must register to attend.

FREE! Non-Member FREE! Member

CFU LOWRY: Near 1st & Quebec

6822CQ: One Thu., 6:30-8:30PM 4/14

6822CR: One Wed., 6:30-8:30PM 5/18

6822CS: One Thu., 6:30-8:30PM 7/7

Reverse Mortgage

Bring Your Own Lunch and Learn

Are you at least 62 years old and do you own your home? Would you like to remain in your home for as long as possible with no monthly mortgage payments or down-size and have extra cash to spend as you please? If you answered yes, you might be a good candidate for a government-insured HECM reverse mortgage loan. **Carol Core**, a senior loan originator, invites you to lunch while you learn. During this informational class, Carol dispels the myths and shares important details about today's reverse mortgage loans. Learn how you can convert the equity in your home into TAX-FREE CASH. With a reverse mortgage you have no more monthly payments, and you can access funds to pay off bills, buy long-term care insurance, travel, or just improve your quality of life. Class is free, but you must call and register to attend.

FREE! Non-Member FREE! Member

CFU LOWRY: Near 1st & Quebec

3507AO: One Wed., 11:30AM-1:30PM 4/20

3507AP: One Wed., 11:30AM-1:30PM 5/25

3507AQ: One Thu., 11:30AM-1:30PM 6/23

Be Your Own General Contractor and Save Thousands

Most cities and counties allow the owner of the property to serve as their own general contractor. Learn when to go for it yourself and when it's best to hire a general contractor. If you decide to oversee your own project, learn how to organize your project into a step-by-step process in order to plan, bid, and build your dream. If you decide to hire a general contractor, know what to expect and how to check their work. With a degree in construction management, **Brian Dotson** has worked for both small and large homebuilders in everything from architecture, purchasing, land development, construction, and overall operations. He currently owns his own custom home building and renovation company.

\$51 Non-Member \$39 Member

\$5 materials fee paid in class

\$10 optional materials fee paid in class

CFU LOWRY: Near 1st & Quebec

2093DD: One Wed., 6:30-9PM 3/23

2093DE: One Wed., 6:30-9PM 5/18

2093DF: One Wed., 6:30-9PM 7/20

Welcome Home!

An Intro to Holistic Interior Design

The effects of daily spaces on our well-being is supported by research in the biological and social sciences but has been largely ignored by traditional interior design. Holistic Interior design is a rapidly emerging specialty area. Learn the basics from an expert. Deborah presents insight and practical tips to create a home that enhances your well-being in a down-to-earth, eco-friendly and budget-wise way. She'll discuss metaphor, art, and symbolism; lighting; shapes, proportions, and patterns' effective sensory stimulation; and detoxing your spaces. Get design tips for specific rooms and explore pulling it all together. Author of *A Holistic Sense of Home: A Quick Guide to Designing a Better Quality of Life*, **Deborah Rae** has been a holistic designer for twenty years. Her company, Innerized Designs LLC, has award-winning services, earning Angie's List Super Service and Best of Houzz Awards.

\$61 Non-Member \$49 Member

\$8 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

6512AD: One Sun., 1-3:30PM 4/10

6512AE: One Sun., 1-3:30PM 5/1

6512AF: One Wed., 1-3:30PM 6/15

6512AG: One Sun., 1-3:30PM 7/24

Home & Garden | Cooking

The Basics of Home Food Gardening

An Overview Course

The value and importance of growing food in your own garden has never been more apparent. You can eat delicious wholesome vegetables and contribute to the health of our planet at the same time. This introductory session will give you a general overview of food gardening and permaculture in Colorado. Topics include building soil, choosing a location for your garden, choosing the best organic and heirloom seeds, designing your garden, planting from seeds and seedlings, creating a timeline for planting, and basic permaculture principles.

Linnea Bjorkman (pronouns: she/they) give you a road map to create an earth-friendly home garden that will nourish your body, mind, and spirit. Through her queer-owned small business, Whole Root Wonder, she supports individuals and communities looking to deepen their experience of delight, harmony, and well-being through experiences in food-gardening, permaculture, yoga, and intentional gatherings. Take this overview and become inspired to learn more as you put the knowledge into action. Linnea will offer five seasonal sessions that support you each step of the way. Three are available now, so check back in the summer to take the next steps.

\$46 Non-Member \$34 Member

ONLINE: Via Zoom
6546C: One Wed., 6:30–8PM 5/4

Home Food Gardening

Getting Ready to Plant

As the days get longer, it's time to get outside. In this session, Linnea Bjorkman guides you to create a timeline of when to plant what. You may start seeds indoors in late March (so much fun to do with kiddos!) and move outdoors with potatoes and cool season crops in April. She'll discuss adding compost to the garden, thinning, how to read your seed packets, best watering practices, and taking a deeper dive into permaculture practices/principles. **Linnea Bjorkman**

\$46 Non-Member \$34 Member

ONLINE: Via Zoom
6548B: One Sat., 10–11:30AM 3/26

Home Food Gardening

Spring Has Sprung!

Start with a review of your planting timeline. Linnea Bjorkman will help you plan successive planting so that you can enjoy a continual harvest. Learn about warm-season vegetables, pollinator plants, and plants that are natural pest deterrents. Find out how to harvest your various types of plants and discuss organic fertilizers, pesticides, and composting. Take her overview course (#6546) to get the basics and/or join any or all of five different classes that she has created to support you through the seasons.

Linnea Bjorkman
\$46 Non-Member \$34 Member

ONLINE: Via Zoom
6549A: One Wed., 6:30–8PM 5/11
6549B: One Sat., 10–11:30AM 5/28

Home Food Gardening

Summer Garden Care

As summer approaches your garden will reach its prime. Make sure that you give it the care it needs. Linnea Bjorkman will give you the information you need so that reap full rewards for all your effort. Topics include: weeding, thinning, pruning, trellising, transplanting, mulching for moisture retention, and dead-heading. Find out what seeds you can plant in August. Get some creative recipes for your garden produce and where you can donate excess produce. We'll talk about pests and other problems.

Linnea Bjorkman
\$46 Non-Member \$34 Member

ONLINE: Via Zoom
6550A: One Sat., 10–11:30AM 7/9



Tea for the Duchess of Bedfordshire

"There are few hours in life more agreeable than the hour dedicated to the ceremony known as afternoon tea." — Henry James, *The Portrait of a Lady*.

Tables laden with fresh scones, jams, cakes and dainty sandwiches, all to be washed down with pots of tea at four o'clock in the afternoon, is a truly great British tradition.

Rachel Iacino, a local British resident and Cordon Bleu chef, will teach you how to prepare some of the classic teatime favorites that she grew up with in her native country. Class will be mainly demonstration. Enjoy a full homemade afternoon tea with your fellow students. On the menu (changing seasonally): tortes; scones; cookies; and assorted tea sandwiches. All served with a selection of English teas and an elegant British flair. For more detailed menus, please see the web description.

\$51 Non-Member \$39 Member

\$20 materials fee paid in class

CFU LOWRY: Near 1st & Quebec
6200CM: One Sun., 1:30–5PM 4/3
6200CN: One Sun., 1:30–5PM 5/8
6200CO: One Sun., 1:30–5PM 6/5
6200CP: One Sun., 1:30–5PM 7/24

Knife Skills

Tips, Tricks, & Techniques Used by Professional Chefs

Beginning and experienced home cooks can save time in the kitchen while working safely and with confidence. Start by learning how to select the right knife for you and the task. Move on to proper knife handling techniques, safety tips, proper knife care, sharpening, and storage. Students will learn to slice, dice, fine dice/brunoise, chop, mince, julienne, stick/batonette, and fine shred/chiffonade, and make a recipe in class that uses many of these techniques. If you have a good chef knife, bring it to class as each one is as individual as you are. Also, bring a cutting board if you have one. **Chef Trusan** has spent many years in the culinary world working with world-class chefs and offers private, in-home cooking classes, as well as personal chef and catering services.

\$57 Non-Member \$45 Member

\$8 materials fee paid in class

CFU LOWRY: Near 1st & Quebec
6250EG: One Sun., 1:30–4:30PM 3/20
6250EH: One Sun., 1:30–4:30PM 4/24
6250EL: One Sun., 1:30–4:30PM 6/12
6250EJ: One Sun., 1:30–4:30PM 7/17

Mind/Body Wellness | Meditation & Yoga

Reversing Chronic Health Problems

The Integrative Medicine Approach to Illness

Conventional western medicine's "a pill for every ill" approach isn't well suited to the treatment of chronic illness. Integrative medicine looks at the whole biological system to see what is malfunctioning and what can be done to address the malfunction. In this course we'll take a look at the actual causes of most chronic conditions, exploring the role of food sensitivities and environmental toxins. We'll explore dietary and lifestyle changes that can reverse the deleterious processes at the molecular, cellular, tissue, and system levels to help reduce symptoms. We'll give you some tips on actual food items, including sweet, salty and crunchy snacks that support your healing journey along with a scientific perspective on why they are good choices.

Scott Cunningham, M.D. is a practicing internal medicine physician who specializes in the integrative nutritional treatment of autoimmune and thyroid conditions.

\$46 Non-Member

\$36 Member

ONLINE: Via Zoom

5433AC: One Sat., 1-3:30PM 4/9

5433AD: One Sat., 1-3:30PM 5/14

5433AE: One Sat., 1-3:30PM 7/9

Don't Weight Any Longer

Hypnosis for Weight Loss

Learn how to unlock the power of your subconscious mind so that you can successfully achieve your weight loss goals. Studies show that people who use hypnosis along with diet and exercise lose twice the amount of weight as those who use diet and exercise alone.

Drake Eastburn is co-owner of Eastburn Hypnotherapy, a prolific and respected author on hypnotherapy, and has decades of experience helping people lose weight with the gentle assistance of hypnotherapy.

\$41 Non-Member



\$29 Member

ONLINE: Via Zoom

2555EO9: One Tue., 7-9PM 4/5

2555EQ: One Wed., 7-9PM 6/29

CFU LOWRY: Near 1st & Quebec

2555EP9: One Wed., 7-9PM 5/25

Simplifying Medicare

Sorting through the choices you must make as you prepare for Medicare can be overwhelming. This very practical class walks you through the options and helps you determine which plan selections might be the best fit for you, starting with when you should, or should not, enroll. Evaluate the pros and cons of staying on your employer's insurance or moving to Medicare at 65. Understand the differences between original Medicare with a supplemental (Medigap) policy and Medicare Advantage.

Mary Jo Heins is a licensed independent Medicare insurance agent with nine years of experience helping people understand and enroll in Medicare. She worked 15 years as a medical practice manager and was president of the Colorado Medical Group Management Association. It is her passion to help people receive great healthcare.

\$36 Non-Member \$24 Member

CFU LOWRY: Near 1st & Quebec
6607AR: One Sat., 9-10:15AM 4/2
6607AS: One Sat., 9-10:15AM 5/14
6607AT: One Sat., 9-10:15AM 6/18
6607AU: One Sat., 9-10:15AM 7/16



Change Your Brain to Change Your Life

Neurosculpting for Beginners

Modern neuroscience has revealed that we have the potential to direct and evolve our own nervous systems and become masters of our own physiology. Our nervous systems impact our emotional states, attention, learning and resilience to stress. Join this class and learn the tools of neurosculpting, a modality of meditation and brain training that helps you rewire your nervous system to experience greater ease in life, gain more emotional resilience, and maximize your potential. In addition to learning the concepts of neurosculpting, you will learn a variety of techniques to help you release negative stress and improve your performance in anything you do. **Ariel RK** is a certified neurosculpting facilitator who runs a life coaching practice and trains other life coaches in somatic coaching.

\$51 Non-Member \$39 Member

ONLINE: Via Zoom
5105BC: One Tue., 6-9PM 5/17

Meditation Made Easy For People Too Busy to Meditate

You know that meditation is beneficial for stress relief and overall well-being, but you just haven't been able to get a practice going. This class takes away the mystery and



hype. Start with an overview of the benefits of meditation and learn how posture, breathing, and focus fit in. Then, experience three simple meditation practices so you can discover what works best for you. Leave ready to incorporate meditation into your life. **Jeffrey Reeves** began studying the meditation practices of the world's major religions over sixty years ago. He continued his studies at Naropa University where he earned a Master's degree in religious studies with a focus on Buddhist studies and contemplative religions. He has synthesized years of study and practice to make meditation accessible to you.

\$41 Non-Member \$29 Member

\$5 materials fee paid to instructor in class

CFU LOWRY: Near 1st & Quebec
1934AY: One Sun., 10-11:30AM 4/10
1934BA: One Thu., 6-7:30PM 5/5

Meditation & Yoga | Personal Development

Yoga & Meditation Day Retreat

An All-Levels Saturday Workshop at Shoshoni

Immerse yourself in spiritual energy during a half-day retreat at **Shoshoni Yoga Retreat Center** in the mountains above Boulder. Start with an introduction to the temple, then participate in a relaxing hatha yoga class followed by a gourmet vegetarian lunch.

No previous experience is necessary to benefit fully from this workshop. You'll have time for questions and answers to make the retreat a truly individual experience. The tuition includes lunch and class. In the mountains it is always good to bring layers of clothing and good sturdy shoes so you will be comfortable. Wear yoga clothes for the hatha yoga class and nice, dressier modest clothes (long skirts over yoga leggings or dressier slacks) for your time in the temple. Participants must be fully vaccinated and show proof on arrival. Check-in is at 9:45. Please have a printed CFU class registration in hand as well.

\$51 Non-Member \$39 Member

ROLLINSVILLE: Highway 119

2480KG: One Sat., 9:45AM-1PM 6/11

2480KH: One Sat., 9:45AM-1PM 8/06

2480KI: One Sat., 9:45AM-1PM 9/10



Meditation for Our Modern Lives

Yoga of the Mind

Discover an active meditation technique that can help you change how you interact with others. If you often worry about other people's concerns long after interacting with them, or feel exhausted by all the people you encounter every day, this form of meditation can bring relief. Practice grounding, centering, and clearing exercises to optimize your own energy. Take home tools you can use and practice easily every day. Good for those with busy minds, this meditation gives you things to work on rather than trying to achieve "emptiness." **David Stevens** has an MBA in strategic management and accounting. In addition to business consulting, he has taught energy tools and personal development for over a decade. He is founder of Yoga of the Mind, a school teaching personal energy tools, healing, and intuitive development. This class is wonderful for, but not limited to, those who work extensively with people: massage therapists, psychologists, hair stylists, realtors, health care providers, and sales professionals.

\$45 Non-Member \$33 Member

ONLINE: Via Zoom

2482FC: One Sat., 10AM-12:30PM 4/2

2482FD: One Sat., 10AM-12:30PM 5/7

2482FE: One Sat., 10AM-12:30PM 6/4

2482FF: One Sat., 10AM-12:30PM 7/2

Chair Yoga in the Presence of Horses

There is a unique bond between horses and humans. Because they are prey animals, horses have a keen capacity to sense energy. They mirror what we humans bring to our communication and interactions. This unique class allows you to experience the power of being in the presence of horses, without actually riding a horse. As you are seated in chairs, certified yoga instructor **Jena Sawyer** will lead you through yoga and meditation. The horses from Zuma's Rescue Ranch will be at liberty (loose), free to wander in and out of the circle, while Jena keeps an eye on your safety and comfort level. Jena has a Master's in education with a background in training, development and life coaching. She will facilitate discussion to deepen your self-awareness and insight. Leave with a sense of peace and inner strength. Class is held in a covered, open-air barn.

\$46 Non-Member \$34 Member

LITTLETON: Santa Fe & W. Titan Rd

Dates TBD. Please visit freeuregistration.com in the category "Personal Development and Communication" for dates.

Discover Your Talents

Develop Your Strengths

Start your journey to understanding the power of your natural talents. Before class, complete the Clifton Strengths online assessment to identify your unique talent DNA. If you've done the assessment previously, bring your Strengths Insight report to class. Your Clifton Strengths Themes explain the ways you most naturally think, feel, and behave. In class discuss results and explore next steps to maximizing your strengths and thriving. This workshop is ideal for people going through a life change (personal or career), struggling with their current job, or contemplating retirement. **Allyn Bader Barclay** is a certified CliftonStrengths coach. Once registered for the course please contact Allyn (email provided with registration) to access to the Clifton Strengths online assessment that must be completed prior to the class.

\$46 Non-Member \$34 Member

\$15 materials fee paid at registration for online assessment

ONLINE: Via Zoom

3226BD: One Wed., 6-8:30PM 5/25

CFU LOWRY: Near 1st & Quebec

3226BC: One Tue., 6-8:30PM 4/26

3226BE: One Thu., 6-8:30PM 7/28

Retirement 360™

How to Fully Plan, Prep, & Practice Your Best Retirement!

This comprehensive and individualized program is for folks who are "concerned, pre-retired," "what's next? retired," or "I will never retire." This highly interactive course will guide you to co-create your best retirement. Guides and exercises will help you pinpoint your strengths, clarify your areas of focus, and find your path forward as you work through six key life arenas: work, health, finances, relationships, leisure, and learning. **Bob Coulson** has retired three careers (military, manager, and minister) and is a certified Senior Advisor®, Retirement Options™ certified coach, and certified Sage-ing® leader. He is the owner of Retirement Life Coach LLC—A New Sage Academy, an independent, veteran-owned business.

\$61 Non-Member \$49 Member

Materials are emailed

ONLINE: Via Zoom

3130AC: Four Tue., 6-7:15PM Begins 4/5

3130AD: Four Thu., 6-7:15PM Begins 6/2

Personal Development | Metaphysics

Clarity SHIFT to Positive Thinking

Transform the Way you Live & Lead

Do you sometimes swirl in an eddy of negative thinking, creating the opposite result of what you want? The Get Clarity SHIFT program is designed to help you understand and consciously use all the choice points in your life to create your own positive reality. Learn to tune into your energetic signals and consciously choose thoughts that align all aspects of your life with what energizes you. Discover how to avoid the commonly accepted behaviors that inhibit your performance and stay focused on the thoughts, actions, and behaviors that keep you vibrant and energized. Create a model of behavior and communication that delivers your unique vitality. Activate the deep energy that moves you to peak performance and energizes more powerful relationships in work and life. **Heidi Halus**, MBA, LUTCF, CLU®, CLTC®, ChFC®, is senior partner for talent acquisition with New York Life and NYLIFE securities. She is a certified SHIFT facilitator through Clarity International and uses the Clarity coaching model to build high-performing teams.

High performing teams:
\$36 Non-Member \$24 Member
\$5 materials fee paid at registration
ONLINE: Via Zoom
2588AE: One Sat., 9:30-11AM 4/16
2588AE: One Sat., 9:30-11AM 4/23

Dreams Unveiled

Dream Interpretation Workshop

Are you intrigued by your dreams and what they can reveal? Begin to learn the language and decode the symbols of a Hebraic method of dream interpretation. Explore the need for objectivity and how not to make assumptions. Gain insight into how to look at context, find the focus of a dream, and take account of the dreamer's emotions. Understand the principle of simplicity and how dreams convey meaning through metaphor. We'll discuss 15 of the most common dreams and their meanings and go on to work through the dreams shared by class participants. **Curt Johnson** is a student and collector of dreams. He's been studying dreams and discovering their hidden meanings for five years.

meanings for five years.
\$71 Non-Member \$59 Member
ONLINE: Via Zoom
5382Y9: Three Sat., 1-3:30PM Begins 4/3
5382AA: Three Sat., 1-3:30PM Begins 6/1

Do You Have a Spirit Guide?

Learning How to Connect with the Divine

Learn the Secrets to Trust Your Intuition

This workshop will share tips and concepts that will greatly improve your ability to hear and trust your intuition. In today's world, we all struggle with too many choices and the challenges of choosing the best path for ourselves. Get practical and immediately usable tools to help you make decisions that are more aligned with your strengths and passions. Through a combination of video presentation, lecture, group discussion, and interactive training, **Rochelle Fisher**, a trainer at Yoga of the Mind, will help you tap into the power of your intuitive mind. Rochelle has been practicing and developing her own unique intuitive training methods for 15 years. This course will be offered via Zoom. Register now and then prior to class the instructor will send you the link to attend. Look for an email with "CFU Zoom class" in the subject line. Good internet connection and a laptop or device with camera and mic is needed.

is needed.
\$32 Non-Member \$20 Member
ONLINE: Via Zoom
4503BQ9: One Sun., 1-3PM 4/10
4503BR9: One Sun., 1-3PM 5/8
4503BS: One Sun., 1-3PM 6/12
4503BT: One Sun., 1-3PM 7/10



A Taste of Tarot

\$25 optional materials fee paid to instructor
ONLINE: Via Zoom
5217CU9: One Fri., 6:30-9:30PM 4/8
5217CV9: One Sat., 11AM-2PM 5/14
5217CW9: One Sat., 11AM-2PM 6/11

Communication

Empathy-Based Communication Authentic Presence for Successful Relationships

Discover how you can build powerful connections with others, while remaining true to yourself. Drawing from the ground-breaking work of Marshal Rosenberg, you will learn an approach to speaking and listening that will strengthen relationships in all areas of your life. Learn how to become more aware of the needs that drive your actions and the needs that motivate others. Just understanding each other's needs deepens our connections and leads to better problem-solving. You'll be able to ask for what you need in a way that takes account of the other's perspective. Relationships become rich and fulfilling as mutual understanding and appreciation flourish. Poet, writer, and life coach **David Steele** has studied and taught interpersonal communication skills for over thirty years. He is a co-founder of Rocky Mountain Compassionate Communication Network. These teachings profoundly transformed his life and he is eager to share them.

\$51 Non-Member \$39 Member

\$5 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

4524CU: One Tue., 6:30-9:30PM 4/19

4524CV: One Tue., 6:30-9:30PM 5/24

4524CW: One Sat. 1-4PM 7/9

Breakthrough! Top Strategies to Manage Conflict & Solve Problems

This workshop begins with a focus on conflict. Identify your typical style and then practice new skills so you can apply them in your own life and work. Then, we'll shift to problem solving. Learn a system for analyzing problems in order to identify the most effective actions you can take to solve them. This transformational day empowers you to handle the challenges you face, assert your value, and move forward with confidence. **Tanya Davis** has worked in the government and private sector for over 15 years helping small businesses and individuals resolve high conflict, find solutions, and communicate effectively.

\$96 Non-Member \$84 Member

\$10 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

2701K: One Sat., 1-5PM 3/26

2701L: One Sat., 1-5PM 4/30

Last chance for Breakthrough!

Register now! Call 303-399-0093 or online: www.freeu.com

New! Be Part of the Solution

Promote Positive Change by Bridging Differences!

Are you distressed by the loss of civility and politeness in speech and behavior, online and in-person in our society? Do you aspire to navigate polarizing topics like politics, religion, or intergenerational relations and address controversies without condescension or rancor? Using research-based principles and strategies, this course helps educate, equip, and empower your intrapersonal, interpersonal, or intergroup relationships. Become better prepared for controversies by learning how to value, respect and understand your personal views and the different views of others, taking an intersectionality perspective. Through interactive class discussion and weekly self-development activities, you can become an agent of positive change in service of your well-being and that of others, too. **Bob Coulson** co-creates and facilitates a variety of timely courses integrating personhood (personality), selfhood (identity), and elderhood (wisdom) self-development.

He is a Certified Senior Advisor®, Certified Sage-ing Leader, Retirement Options™ Certified Coach, and Certified Pet Chaplain®. He holds a Masters in divinity (MDiv) and master's degrees in public administration and procurement acquisitions. His calling and passion are to serve for the benefit of others—people and animals. He blogs and owns an online consulting and training small business, Retirement Life Coach, LLC.

\$61 Non-Member \$49 Member

ONLINE: Via Zoom

4550A: Four Wed., 6-7:15PM Begins 5/4

4550B: Four Thu., 6-7:15PM Begins 7/7



The ABCs of Assertiveness

The Keys to Showing Up for Yourself

In relationships and communication, there is no 'one size fits all' approach. This webinar explores different communication styles: assertive, aggressive, passive, and passive-aggressive. You'll gain an understanding of each style and the appropriate time to use each of them. The interactive webinar starts with an assertiveness quiz, so you can identify your strengths and weaknesses and determine areas for development. Learn the ABCs of assertiveness: the Assertive mindset, Behaviors of assertive people, and Challenging situations that require assertiveness. You'll have opportunities to work with scenarios and apply and practice your skills during class. **Mary Grace Glasier** has led communication classes for over 15 years to over 20,000 participants around the United States and internationally, on every continent except Antarctica.

\$48 Non-Member \$36 Member

ONLINE: Via Zoom

3162BQ: One Mon., 5-7PM 4/11

Public Speaking

Embodied Presence for Any Audience

Audiences of all types and sizes are eager to feel connected and inspired. Powerful, impactful speaking isn't just for extroverts or performers. In this class we approach public speaking through a joyful and lighthearted lens. Cultivate confidence, clarity, and embodied presence to connect effectively with your audience whether for personal or professional purposes. It is often how we say something and why we care that makes the greatest impact, more than the words we speak. Using improvisational exercises, grounding strategies, and performance techniques, you'll look at your goals with fresh eyes and perspective so that you can have the effect you desire. In class practice how to meaningfully connect with an audience by getting in touch first with your intention, amusement, and authenticity no matter your personality type or experience level. **Heather Curran** is an educator, performer, and certified mindfulness teacher. She enjoys working with learners of all ages, teaching with the DCPA, and volunteering with the Global Play Brigade.

\$56 Non-Member \$44 Member

ONLINE: Via Zoom

1187Y: One Sun., 10AM-12:30PM 5/1

Performing Arts



The Play's the Thing

Read-Aloud for Non-Actors

Plays are written to be heard and giving voice to the written word is a joyous experience. In current times, adults seldom get the opportunity to read aloud outside their own homes. But, reading with others has great benefits from improving individual memory and comprehension to building emotional bonds. In this "class," participants will read the parts in a compelling play or series of scenes and share their reactions. You don't need to have any desire to be on stage to join voices with others and bring a script to life. This isn't an academic class, the goal is simply to enjoy the plays in the company of others. **Annie Huggins** is part of that legendary generation of English majors who went on to an illustrious career in education and technology. Now retired, Annie continues to read English voraciously. Annie was a part of CFU's popular "Reader's Theater," originally lead by John Hand, and is eager to revive the tradition. She will bring a selection of plays to each session to give participants choices. Participants can join one or all the sessions.

\$15 Non-Member \$15 Member

CFU LOWRY: Near 1st & Quebec

1197G: One Sun., 1:30-3:30PM 3/27

1197H: One Sun., 1:30-3:30PM 4/24

1197I: One Sun., 1:30-3:30PM 5/22

1197J: One Sun., 1:30-3:30PM 6/26

1197K: One Sun., 1:30-3:30PM 7/24

Laugh & Let Go!

Improv for Everyone

Improvisational theater games aren't just for actors or comedians. They are a great way to shake off stress, heighten your sense of playfulness, and access your natural creativity. All of us need a break from the worries of our current circumstances. And added benefit—with improv you can practice high-stakes skills in a low-stakes situation. If you would like to be more spontaneous, communicate more effectively, or be more present in life, improv enhances your skills. This class isn't about performing and you don't need acting experience. All you need is an open mind, a sense of adventure, and a desire to escape your troubles for a little while. **Heather Curran** is an educator, performer, and certified mindfulness teacher. She leads workshops and events using mindfulness and applied improvisation to support interpersonal skills and meaningful connection. She studied at the Groundlings Theater in LA, taught at Rise Comedy Theater in Denver, and is a teaching artist with the Denver Center for the Performing Arts.

\$56 Non-Member \$44 Member

CFU LOWRY: Near 1st & Quebec

4207AO: One Sun., 1-3:30PM 4/10



Voiceover

Do You Have What It Takes?

Have you been told that you have a great voice? Maybe you've wondered what it takes to work in the field of voiceover. This is your chance to learn about the business of voiceover and find out what qualities and skills you need to succeed. We'll talk types of work including commercials, audiobooks, narration and animation. You'll get to read from scripts during class and see what it's all about. **Tia Marlier** has had a professional voiceover career spanning three and a half decades. Specializing in corporate narration, web-based training, and e-Learning, she also has numerous TV and Radio commercials to her credit. She has worked as a talent agent at the national voiceover agency Go Voices in Denver, and has been a voiceover instructor in the Education Department at the DCPA for over 15 years. Find out if voiceover is for you.

\$61 Non-Member \$49 Member

ONLINE: Via Zoom

3172GA: One Sat., 9AM-12PM 4/9

3172GB: One Sat., 9AM-12PM 5/21

3172GC: One Sat., 9AM-12PM 7/23

Voiceover Workshop

Discover and Develop VO Skills

This 4-week workshop is your opportunity to develop your skills and receive coaching from an industry pro. The focus will be on TV/radio commercial work as the skills you learn here are fundamental to any type of voiceover work. Begin with techniques in voice/speech dynamics and script interpretation. You'll have opportunities to read from a variety of scripts and get feedback on your performance. Start learning about mic technique, acting choices, and characterization. **Tia Marlier** has had a professional voiceover career spanning three and a half decades. Specializing in corporate narration, web-based training, and e-Learning, she also has numerous TV and Radio commercials to her credit. She has worked as a talent agent at the national voiceover agency Go Voices in Denver, and has been a voiceover instructor in the Education Department at the DCPA. She'll give you direction for where you can go from here, once you've begun building your foundation.

\$181 Non-Member \$169 Member

ONLINE: Via Zoom

3173CX: Four Tue., 6:30-8:30PM Begins 4/26

3173CY: Four Tue., 6:30-8:30PM Begins 6/7

Art of Guitar Playing: Beginning Acoustic or Electric

Start playing the guitar in this jump-start class. Learn some of the basic chords and chord changes, how to play rhythms and what to listen for. Learn simple picking patterns to enhance the quality of your sound. Practice easy lead exercises, and learn bar chords that will expand your chord knowledge and help you to play hundreds of songs. Whatever type of guitar you have, the basic lessons will be the same. For those with electric guitars, a little extra time will be spent on simple lead guitar scales and how to use them. A committed instructor, **John (JP) Pakalenka** has taught guitar and bass guitar for over 20 years with the Denver Music Institute and has 40 years of guitar playing experience. He has played and recorded with many bands, and is well versed in most styles including rock, rhythm and blues, country, blues, funk, folk, Christian, and heavy metal.

\$91 Non-Member \$79 Member

\$25 materials fee paid in class

ENGLEWOOD: US 285 & S Federal Blvd
1646EL : Four Sat., 11AM-12N Begins 4/9

Beginning Piano Class

After four individual lessons, you'll be able to play piano and read music! Learn to read music from both the treble and bass clefs simultaneously. No particular style of music will be featured, as emphasis is on developing the ability to read music. Electric pianos are available to rent for the duration of the class for those who don't have a piano available at home. **Carol Zeleny** has a B.MU Ed. in piano and taught music in the public schools for over four decades.

\$84 Non-Member \$72 Member

\$11 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

1667Z22: Independent Study, (4) 30-minute lessons



**Don't miss Clay Kirkland's
Harmonica Jam on page 14!**

Introduction to Creative Writing

The spark of inspiration that creates a story idea is difficult to articulate. How to transform that idea into a written story is an easier process to define. In this course, you will take your idea and transform it into a story using compelling characters, conflict, and point of view. Course sessions will include lecture, discussion, workshop, and writing exercises. Come prepared to write and give and receive feedback. **Caitlin Berve** is the founder of Ignited Ink Writing, where she uses her MFA to edit novels, create video tutorials, teach, and write. As the author of *When Magic Calls: A Collection of Modern Fairy Tales*, she seeks to fill the world with the kind of writing that lingers with readers and find magic in modern times.

\$131 Non-Member \$119 Member

\$15 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

2010S: Four Tue., 6:30-8:30PM Begins 5/3

2010T: Four Tue., 6:30-8:30PM Begins 7/12



Take Your Creative Writing to the Next Level

There are many pieces to a good story. The Intro to Creative Writing covers characters, conflict, and point of view. In this course, you'll learn how to transform your ideas into page turning tales with stakes, setting, and style. Course sessions will include lecture, discussion, workshop, and writing exercises. Come prepared to write, give and receive feedback. **Caitlin Berve** is the founder of Ignited Ink Writing, where she uses her MFA to edit novels, create video tutorials, teach, and write. As the author of *When Magic Calls: A Collection of Modern Fairy Tales*, she seeks to fill the world with the kind of writing that lingers with readers and find magic in modern times. It is highly recommended to take Caitlin's Intro to Creative Writing before this course.

\$131 Non-Member \$119 Member

\$15 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

2012Q: Four Tue., 6:30-8:30PM Begins 6/7

Activate Your Muse

Writing from Your Subconscious Mind

Have you been saying for years that you have a book in your head? That may be so, but it's not a book until you write it down. Writing a book can be complicated, or it can actually be quite easy. The trick is to have your mind working for you rather than against you. If you are overwhelmed or dealing with procrastination, writer's block, or lack of inspiration, this class can help. Using practical strategies combined with a powerful hypnotic motivator, this unique class will help you to get into the writer's zone and tap into the creative flow of your subconscious mind. **Drake Eastburn** is co-owner of Eastburn Hypnotherapy Center and has decades of experience as both a hypnotherapy practitioner and instructor of this incredibly helpful modality. He is a prolific author with six books currently published, three more soon to be released, and several others in various stages of production.

\$46 Non-Member \$34 Member

CFU LOWRY: Near 1st & Quebec

2047AI: One Wed., 7-9PM 3/23

2047AK: One Wed., 7-9PM 6/1

ONLINE: Via Zoom

2047AJ9: One Wed., 7-9PM 4/18

2047AL: One Mon., 7-9PM 7/18

Writing

Letters to the Future

The Simple Guide for Writing Your Memoir

You have a story to tell, but perhaps you are uncertain about how to begin. When you take the time to preserve stories from your life, you deepen your appreciation for the life you've lived and help friends and family to connect to you. This step-by-step workshop helps participants collect stories into a memoir. Explore which stories might be worth sharing, how to outline and write stories, and ways to document personal artifacts in a memoir that can be passed on and saved for the future. **Patty Martin** has an MA in writing and communication with a master's certificate in creative writing, and an ME in educational leadership. She bases this workshop on her book, *Letters to the Future: The Simple Guide for Writing Your Memoir*, which will give you many helpful ways to access and structure your story so that you can begin to get it on paper.

\$71 Non-Member \$59 Member

\$20 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

2048EB: One Sat., 9AM–12:30PM 5/7

Jumpstart Your Creative Engine

Start Writing Now

Want to write creatively but don't know where to start? Do you have a book inside of you? Has the idea of writing stories, poetry, or a novel tugged at you for years? In this workshop, participants will engage in innovative activities to jumpstart their creative engines. If you have always wanted to write creatively but did not know where to start, begin the creative process in this workshop. If you are an experienced writer you will walk away with renewed energy to write, with a full tank of creative energy and a dozen story ideas. **Patty Martin** is a writing teacher with 20+ years of experience. She gets rave reviews for her CFU memoir-writing class. The materials fee includes the book *Jumpstart Your Creative Engine: Start Writing Now* containing the advice that a writer needs to start writing and over 100 activities to keep the momentum going.

\$71 Non-Member \$59 Member

\$20 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

2062Y: One Sat., 1:30–5PM 5/7

Inside the Publishing Industry

Get Your Manuscript Through the Door

Gain first-hand knowledge of the industry from local author **Jeff Danelek**. Discuss various paths to publication available to aspiring fiction and non-fiction writers and how to overcome the hurdles, pitfalls and scams so common to the industry. Discuss whether you need and how to acquire an agent, how to write an effective query letter and synopsis, and how to build a platform from which to sell your book. Look at the value of entering writing contests, how and when to pitch to agents and editors, and other useful tricks of the trade designed to get your name into print. A must for beginning authors and "old hands" who have been trying for years to get their manuscript into print without success. A member of the Author's Guild, Jeff designed this course to teach serious writers how to get their manuscript into the hands of an agent or editor.

\$56 Non-Member \$44 Member

CFU LOWRY: Near 1st & Quebec

1963CG: One Sat., 1–3:30PM 4/23

1963CH: One Sat., 1–3:30PM 6/11

Self-Publishing

Ins & Outs, Pros & Cons

More and more writers are venturing into self-publishing to get their work out. This is your opportunity to get the inside scoop. Evaluate the pros and cons, find out where to go and how to get your work into print, and get guidance about marketing and distribution. Explore the trade-offs of selling with Amazon with its wide reach and built-in algorithm of royalties versus using another platform that lets you keep a much higher percentage of sales. Whatever your genre, this class will take the mystery out of the business and help you think like a publisher while you write. **Alex Delia** runs a small press in Denver called Puncture. He publishes books on genre fiction, comic books, and pop culture analysis. He is currently writing a comprehensive guidebook on the self-publishing process.

\$56 Non-Member \$44 Member

ONLINE: Via Streamyard

2005AQ: One Thu., 6:30–9:30PM 4/21

2005AR: One Thu., 6:30–9:30PM 6/9

Write Better Right Now!

Strategies for Effective Business Writing

During this time of social distancing, effective written communication is more important than ever. Happily, with the state-of-the-art technology available to us today, communication is easy. Yet it can be said that real communication is not happening. The truth is that many of us lack the skills to effectively put our ideas into writing. This seminar is about communicating effectively and powerfully in writing – whether it is an email, an instant message, a letter, a report, or a proposal. Learn the POWER writing system that will allow you to write with effortless ease. Get the tools and resources to ensure that your grammar and punctuation are always correct. Receive 10 guidelines for writing emails that get responses and results. **Mary Grace Glasier** has led writing workshops in major corporations and to thousands of people around the U.S. She now leads programs internationally to business professionals who want to take their results and their career to higher levels.

\$51 Non-Member \$39 Member

ONLINE: Via Zoom

2089BW: One Mon., 5–7PM 5/16

Grammar for Grown-Ups

Do you sometimes wonder whether you need its or it's in a sentence? Do you find yourself pausing before hitting the comma button on your keyboard, doubting whether you need one there or not? If so, help is here! It's easier than you think to master the basic, real-world grammar you need to know in order to write a great memo, blog post, cover letter, or other communication. Review the basic parts of speech and how to use them, clarify the comma situation, and watch your confidence grow. **Lisa Napell Dicksteen** has been a writer and editor for over 25 years. Her writing has appeared in *The New York Times*, *Brides*, and numerous other publications. She has a master's degree in teaching secondary English and years of experience working with students of all ages.

\$46 Non-Member \$34 Member

ONLINE: Via Zoom

1910BI: One Thu., 7–9PM 3/24

1910BK: One Thu., 7–9PM 5/12

Patty Martin offers online versions of her classes—visit the freeu.com Writing section.

New! Explore the Delights of Impressionism

Appreciating the Artists from Manet to Monet

The Impressionists forged a new way of painting and looking at the natural world. They challenged historical conventions that stood for centuries and created a new vision based on direct observation, bold brush strokes, high keyed color, and a keen awareness of the science of perception. In this user-friendly art appreciation course, you will delve into the art of Manet, Monet, Degas, and Renoir. Learn about the painters and get insight into their creations.



Sean Crum has been a professional artist and art historian for over 45 years. He has a Master's in art and art education from Case Western Reserve University. He has received over 40 art and educational awards, been featured in 12 One-Man Shows, and has been accepted in over 60 juried shows. His paintings and etchings are in numerous collections. Sean taught high school art and art history and since retiring has continued to teach at lifelong learning centers, libraries, and art organizations in his home state of Ohio

\$47 Non-Member \$35 Member

ONLINE: Via Zoom

1250A: One Tue., 6:30-8PM 4/26

1250B: One Tue., 6:30-8PM 6/7

Explorations in Watercolor

Fruits & Flowers

Painting with watercolor can be a lot of fun if you are guided with the right techniques. These classes give you opportunities to experiment with different techniques while creating joyous paintings of nature. In the "fruits" session we'll draw and paint two compositions of fruits: lemons and pears. This will give you the chance to learn the basic technique of blending in watercolor, commonly known as wet-on-wet painting. You'll also get a basic understanding of color value to achieve depth in your art. In the "flowers" session we'll celebrate the seasons while practicing techniques like blending and layering. Learn to passionately let your brush mix and mingle the colors on the paper to liven up your painting of flowers and leaves with soft and lively colors. **Mitra Verma** is a native of India who works in a variety of media. She has created this class for all levels of experience and hopes to have students leave class fe.

\$56 Non-Member \$44 Member

\$30-40 materials purchased by student before class

ONLINE: Via Google Meet

1401L: One Sat., 1-3PM 4/30 flowers

1401M: One Sat., 1-3PM 5/14 fruits



No Fear Watercolor

Watercolor Doodling

Watercolor is one of the most difficult mediums to master as an artist because you have little control over where the paint goes. In this class that doesn't matter! Spend a couple of creative hours using blobs of watercolor paint, a fine line pen, and a little imagination to make whimsical birds and gorgeous botanical illustrations. You'll learn how to pair ink pen and watercolors together to enhance details, figures, and outlines in your paintings. The paint can go wherever it likes, and you can use your doodling skills to turn it into something interesting. Introducing ink pen will take your watercolor painting to a whole new level! Make your own wall art or custom greeting cards—the possibilities are unlimited! A native of India, **Mitra Verma** is an artist and designer with a passion for creating and sharing her skills. You need no artistic experience or skill to enjoy this workshop.

\$46 Non-Member \$34 Member

\$40 materials fee purchased by student before class

ONLINE: Via Google Meet

1310EW: One Sat., 1-3:30PM 5/7

Hand-Painted Notecards

Create Cards That Wow!

Engage your creativity and make something practical at the same time. Learn this simple and versatile DIY card-making technique. You will use hand-carved wood block stamps from India and colored inks to make 8-12 one-of-a-kind notecards that will be ready to send or give away. Ink message stamps will be available so that you can add messages, such as "With Love", "Thank You" or "Happy Birthday," if you choose. Each of your cards will be unique. Leave with new skills so you can continue creating new designs at home. No artistic experience is needed. **Dawn**

Koschak loves abstract art and lots of color, and these cards have both elements. She's been giving these cards to others for years and always get compliments on their beauty and uniqueness.

\$51 Non-Member \$39 Member

\$13 materials fee payable in class

CFU LOWRY: Near 1st & Quebec

1386AD9: One Sat., 1-3:30PM 4/9

Coffee Painting

Brew Yourself an Exceptional Piece of Art

The rich aroma of coffee gets us going and brings delight to our mornings.



Who knew that coffee has another secret gift to give?! Coffee can be an amazing medium for creating art. In this unique workshop, you will learn how to paint using only coffee. While coffee paintings involve working with only one color, its potential for art is actually limitless. A native of India, **Mitra Verma** is an artist and designer with a passion for creation and sharing her skill. You need no artistic skill or experience to enjoy this workshop. In the "Mugs" section of the class you will paint fun, funky coffee cups and Mitra will share the history of coffee painting and other interesting mediums which have been used for paintings like tea, water, and wine. In the "mandala" section, create a beautiful mandala and learn the meaning of the symbol. Students purchase their own minimal supplies for this class that is offered via Google Meet.

\$46 Non-Member \$34 Member

\$15 materials fee purchased by student before class

ONLINE: Via Google Meet

1350P: One Sat., 1-3PM 4/16 mandala

Arts & Crafts

Abstract Art for Everyone

If you've ever wanted to try your hand at abstract art, but you're not sure where to start, then this class is for you! Learn the simple but effective secrets of abstract artists. Discover where to start with a blank canvas and take home a bonus ideas sheet so a blank canvas is never intimidating. Discuss how to know when your piece is finished or when to pause, rework, or keep going. Get a series of exercises you can repeat over and over... and never get the same results twice. Leave class with your own piece of abstract art and the potential to make more! **Wendy Van Ryn** has been making and selling art for over 10 years. Her journey started with digital art, licensing stationery and surface patterns for online brands. From there she started to paint, mostly abstract and floral pieces. She's passionate about empowering others (especially those who insist they "aren't creative") tap into their own energy and creative potential. No experience necessary. \$51 Non-Member \$39 Member \$10 materials fee paid to instructor in class **CFU LOWRY:** Near 1st & Quebec 1450BS: One Sun., 1-3PM 4/10

Beginning Colored Pencil Techniques

Drawing and shading with colored pencils are not hard once you learn some basic color theory, and learn how to "see" the rainbow of colors that can be used to describe something as simple as a blueberry or apple. Class will focus on learning and using three colored pencil techniques: layering, underpainting, and burnishing. Practice each technique and then choose a colorful photograph to create a more elaborate drawing from. Work from a selection of colorful photographic images (you choose), and leave with the skills to expand into your other drawing projects. Class focuses on how to use colored pencils effectively and assumes very basic drawing skills. **Deb Rohr** is a lifelong artist with a long background in drawing and painting. \$66 Non-Member \$54 Member \$10 materials fee paid in class \$10+ materials purchased by student before class **CFU LOWRY:** Near 1st & Quebec 1562AY: One Sat., 10AM-4PM 3/19

More class sessions may be added, so look for updates at freeu.com.

Basic Drawing

Drawing as Seeing

To draw well, you have to see well. The mind wants the hand to draw as it imagines things appear rather than what the eye observes. Come learn to see with the eyes of an artist and experiment with many basic drawing techniques such as contour, line, and gesture drawing, as well as learning to consider the importance of using negative space. We'll explore the fascinating process of describing three-dimensional objects on a two-dimensional surface (paper) in a way that evokes realistic representation.

Deb Rohr is a lifelong artist who has a long background in drawing and painting. She also made a living as a motor sport and fine art/portrait photographer for more than 10 years.

\$110 Non-Member \$98 Member
\$3 materials fee paid in class
\$25+ materials purchased by student before class
CFU LOWRY: Near 1st & Quebec
1492BM: Four Sat., 1-3:30PM Begins 5/21; Skips 5/28



In-Depth Drawing Workshop Take Your Art to the Next Level

In this workshop you'll have a chance to explore a variety of techniques and develop your skill. We'll begin with a refresher of basic techniques. Then we'll move beyond the basics to take a deeper look into perspective drawing; get an introduction to aspect ratio; work with texture and gesture drawing; and make a brief study of drawing people. Participants will gain a better understanding of tones, values, shades, and color theory and enjoy a session dedicated to exercises in color pencils, pastels, conte crayons. **Deb Rohr** is a lifelong artist who has a long background in drawing and painting. She also made a living as a motor sport and fine art/portrait photographer for more than 10 years. Deb's Basic Drawing class has been very popular and she has created this workshop to enable artists to expand their knowledge and flourish in their creativity!

\$156 Non-Member \$144 Member
\$5 materials fee payable in class
\$60-75+ materials purchased by student before class
CFU LOWRY: Near 1st & Quebec
1491AL: Six Sat., 9AM-12PM Begins 4/9
1491AM: Six Sat., 9AM-12PM Begins 7/9

No Fear Acrylics

Acrylics are quick drying paints that are popular with artists and crafters alike. Learn how to mix colors, apply paint in various consistencies, and use specific brushes or tools to create desired effects. Class is designed for people who have little or no prior painting experience; basic instructions will be given to beginners, but those who are more experienced can explore and paint on their own with instructor assistance as needed. Take home a canvas that shows your new skills. **Deb Rohr** is a lifelong artist who has a long background in drawing and painting. She also made a living as a motor sport and fine art/portrait photographer for more than 10 years.

\$56 Non-Member \$44 Member

\$20 materials fee paid in class

CFU LOWRY: Near 1st & Quebec

1456BG: One Sat., 1-5PM 3/26

1456BH: One Sun., 1-5PM 5/1



Mixed-Media Magic

Our Meaningful Stories

Open up a world of possibilities for your creativity as we experiment with a variety of materials and techniques to create your own beautiful miniature pieces of collage art. Whether you're brand new to mixed media or a seasoned artist, you'll leave inspired with new ideas and prompts to continue your creative journey. We'll start with a discovery exercise into our personal core values, identifying stories that resonate with us. We'll express those stories using papers, images, typography, and other art supplies, turning them into mini mixed-media collage abstracts. Students will complete and take home between 3-6 mini collages. No experience necessary! **Wendy Van Ryn** has been making and selling art for over 10 years. For her, art is about energy and the expression of that energy.

\$46 Non-Member \$34 Member
\$10 materials fee paid in class to instructor
CFU LOWRY: Near 1st & Quebec
1202CL: One Sun., 1-3PM 5/15

Arts & Crafts | Photography

The Art of Geometry

Create Stunning Drawings with Circles, Triangles & Squares

Geometry is a scaled-down representation of universal order, pure form, and proportion in the natural and cosmic world. Its patterns and principles



have been used throughout time in art, architecture, and sacred rituals. Learn to create beautiful designs using a compass and a ruler. Working with geometry can be a contemplative practice that can bring us into direct relationship with our experience and to what Socrates called "ever true."

Marney Babcock studied design at Arapahoe Community College and sacred geometry at the Prince School of Traditional Arts in London and Chartres cathedral in France. Three different sessions are offered allowing you to go into depth with circles, triangles, or squares. Take one, take all!

\$51 Non-Member \$39 Member
\$70-107 materials fee purchased by student

CFU LOWRY: Near 1st & Quebec

1959Y: One Sat., 9AM-12PM 3/26 triangle
1959AA: One Sat., 9AM-12PM 4/2 square
1959AB: One Sat., 9AM-12PM 6/11 circle
1959AC: One Sat., 9AM-12PM 6/18 triangle
1959AD: One Sat., 9AM-12PM 6/25 square

The Elegance of Geometry

The Pentagon & Pentagram

Further explore the amazing world of geometry by constructing the pentagon and pentagram. This more complex construction begins with a circle with the wonder of these shapes emerging from the concept of the golden ratio. The golden ratio (or golden mean) is found as early as 2570 BCE in the great Egyptian pyramid of Giza. The ratio has an impact in our visual and intellectual lives and gives an aesthetically pleasing proportion. They impart an impression of excellence, power, and magic. In class, learn the story and work on geometrically constructing your own design using the pentagon/pentagram. **Marney Babcock** recommends that students take The Art of Geometry (course # 1959) first, but it is not required.

\$66 Non-Member \$54 Member

\$70-107 materials purchased by student

CFU LOWRY: Near 1st & Quebec

1957H: Two Sat., 9AM-12PM Begins 5/14

The Inspiration of Geometry

Drawing a Rose Window

Further your exploration of the amazing world of geometry by constructing a rose, or wheel, window. The design is based on the thirty-four uppermost rose windows in the nave, transepts, and ambulatory sections of Chartres Cathedral in France, which was built mostly between 1194 and 1220. The construction begins with a circle, then through lines, giving birth to the square, then to the octagon, and then to the hexa-decagon (sixteen sides). The hidden underlying structural shapes use geometry in three different ways to produce a final design that is a symbolic and unified whole. The practice of geometry, through constructing the patterns of the universe illustrated in the windows, can be a discipline for intellectual and spiritual insight bringing participants into direct relationship with universal experience and fostering personal expansion. **Marney Babcock**

recommends that students take The Art of Geometry (course #1959) first, but it is not required. The required materials are the same for both classes.

\$81 Non-Member \$69 Member
\$70-107 materials fee purchased by student
CFU LOWRY: Near 1st & Quebec
1960I: Two Sat., 1-4:30PM Begins 4/23
1960J: Two Sat., 9AM-12:30PM Begins 7/9

Crafting Furniture

Woodworking Basics

You will not believe the woodworking skills you can acquire in this intensive, one-weekend class! Class covers the safety and proper use of a table saw, planer, jointer, and miter saw all while making a usable, beautiful piece of furniture. You will also learn to glue up panels and safely and properly use the router and sanders to give your project (choose a table or a bookcase session) a professional finish. After this class, you will have skills in basic joinery. **Tracy Gray** is a professional cabinetmaker and has been teaching this popular class for many years. Materials fee covers wood, screws, equipment, glue, etc. The table class has a \$75 materials fee and the bookcase class has a \$95 materials fee. Classes will be capped at 4 to maintain social distancing and all participants will be required to wear masks.

\$114 Non-Member \$99 Member
\$75/95 materials fee paid in class
S.W. DENVER: Near Santa Fe & Evans
1559IW9: One Sat. & One Sun., 9AM-1PM,
4/9 & 4/10 bookcase
1559IX: One Sat. & One Sun., 9AM-1PM,
5/21 & 5/22 table
1559IY: One Sat. & One Sun., 9AM-1PM,
6/11 & 6/12 bookcase
1559JA: One Sat. & One Sun., 9AM-1PM,
7/10 & 7/11 table

New! Seeing in Stillness

Using Photography to Connect with the Beauty in the Ordinary

In these tumultuous times, we all need to find moments of respite. In this workshop, we will explore a simple yet profound practice of pausing between our thoughts and actions, opening ourselves up to enjoying the subtle beauty that exists all around us, using our cameras. First, we explore the works of artists who show what it means to see in stillness. Next, we use the techniques we've discussed to take photos of our immediate surroundings. We'll end by sharing observations and experiences. Hearing from each other is key to fine-tuning our own practice of seeing and experiencing beauty in the moment, learning how to reside in the eye of the hurricane. This is an ongoing practice. We start wherever we are at, with no judgements. No special equipment or photography experience is required. You can use the camera on your phone or any other camera that you have. **Nazli Nomanbhoy** is a lifelong photographer and educator. Her photographs have been displayed in galleries and art shows, and she has received national recognition for her work.

\$51 Non-Member \$39 Member

ONLINE: Via Zoom

1420A: One Thu., 6:30-8:30PM 4/21
1420B: One Thu., 6:30-8:30PM 5/19
1420C: One Thu., 6:30-8:30PM 6/16
1420D: One Thu., 6:30-8:30PM 7/14



Registration is as EASY as 1 2 3

1

Decide If You Want to Become a Member

\$25 Individual Membership:

Receive member tuition for classes and special events for 12 months. Receive emails about discounts (or unsubscribe if you prefer). Option to join Space Age Federal Credit Union, 303-369-7666.

\$50 Group Membership:

Same as the individual membership for up to four people.*

\$75 Company Membership:

No limit to the number of employees.** Group and Company Memberships cannot be purchased online, only by phone or in person.

Colorado Free University

is open to all adult learners (17+).

No restrictions—all are welcome!

2

Know Our Policies (Especially Drops & Transfers)

Unable to Attend?

If you cannot attend a class, you must call the registration office at least 72 hours prior to your first class meeting. With 72 hours notice we can:

Transfer you to another available class. There will be a \$7 transaction fee for dropping the original class.

OR

Create a class credit voucher that you can use toward a future class. The voucher is good for **one year from the date of issue**. A \$7 transaction fee will be charged for dropping the class.

With less than 72 hours notice, a credit voucher for half the class's tuition will be issued to your CFU account. **Changes to registrations for CompuSkills computer classes cannot be made under 72 hours; students have the option to attend a later session on a "stand-by" basis.**

Note: Classes that are scheduled to be held in person may be moved online, postponed, or canceled per updates to city health guidelines or due to inclement weather.

Nondiscrimination Policy & Classroom Accessibility:

CFU welcomes students 17 and over of any race, religion, national origin, sexual orientation, or ethnic origin to all CFU classes. **Please call 303-399-0093 to make arrangements for classroom accessibility.** Also, please speak to a class navigator in our registration office about any special needs you might have.

Instructors come from the community and are experts in their fields; however, they are not required to have teaching credentials. CFU strives for quality, but cannot be held liable for the content taught by instructors who function as independent contractors.

You will be notified if CFU cancels a class. **If you cannot receive phone messages, always call 24 hours in advance to make sure your class is running.**

Refunds are an option ONLY if CFU cancels a class and are issued in the manner paid. Memberships are non-refundable.

Tuition and fees are subject to change.

A service fee of \$32 is charged for each returned check.

3

Register Now!

Online

Visit our website: www.freeu.com

Call us

303-399-0093 ext. 0

Have your course number and credit card information ready. Inquire to pay by check.

After registration you will receive a confirmation via email. Call if you do not receive the email: 303-399-0093.

Covid-19 Policy for In-Person Classes

CFU adheres to guidelines established by the CDC and local governments. Classes that are scheduled to be in-person may be moved to online or canceled if conditions require.

Masks are mandatory and social distancing will be practiced. If you have any symptoms including fever, cough, or sore throat do **NOT** attend class. Call 303-399-0093 x0 prior to class and we will defer your registration to a later date.

Attending an in-person class unavoidably entails some risk on the part of students and teachers. Registering for an in-person class assumes that students have assessed their risks and are willing to assume those risks.