



SPRING
2024

PROFESSIONAL AND PUBLIC PROGRAMS

ADULT LEISURE AND LEARNING

Course guide



915-747-5142 | ppp.utep.edu



ADULT LEISURE AND LEARNING



We offer face-to-face and online courses for adults in a wide variety of topics. From Crafts and Hobbies, Health and Wellness, Money Matters, Performing Arts and Personal and Professional Enrichment, to Technology, we have it all. Our courses

- are the perfect way to enjoy some “me” time and learn a new skill
- give you the opportunity to connect safely with others and make new friends



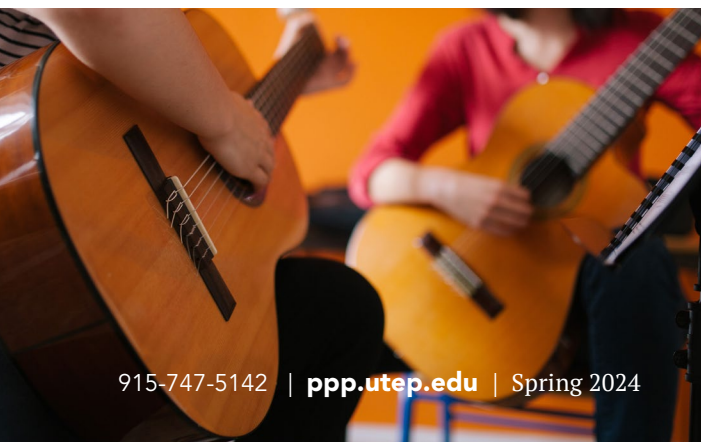
Ask about our Corporate Wellness Program

We offer a variety of classes and seminars, all of which can be held online or at your workplace.



Simplify the process: You can start by completing our online training needs assessment at ppp.utep.edu/cct

Scroll down and click on the “Tell Us What You Need” button, complete the form, and submit.



FEATURED COURSES



CONTACT OUR TEAM



BY PHONE

Call 915-747-5142,
Monday-Friday, 8 a.m.-5 p.m.



BY EMAIL

Email us at p3all@utep.edu

See pages 4-22 for available
courses for Spring 2024.

For additional information
or to register, go to
ppp.utep.edu/coursesforadults

CRAFTS AND HOBBIES

Smartphone Photo Editing and Vlogging

Acquire the knowledge and skills to effectively capture the essence of a special moment using a smartphone.

Start Date: January 27, 2024

→ [Click here to register](#)

FITNESS TO LIVE

NEW Spinning: Pedal Your Way to Fitness Excellence

Elevate your fitness journey with our spinning class, a dynamic workout designed to enhance cardiovascular endurance, strength and overall fitness.

Start Date: January 9, 2024

→ [Click here to register](#)

Start Date: February 6, 2024

→ [Click here to register](#)

Start Date: March 5, 2024

→ [Click here to register](#)

Start Date: April 2, 2024

→ [Click here to register](#)

Start Date: May 7, 2024

→ [Click here to register](#)



TECHNOLOGY

NEW Microsoft Excel Essentials: Your Key to Data Dominance

Get equipped with the essential skills to create, format, and analyze spreadsheets efficiently.

Start Date: March 5, 2024

→ [Click here to register](#)

Our aquatic courses are back with a splash!

Turn the page and pick the course that best fits your day. Courses will take place on campus at the UTEP Student Recreation Center.

“I have taken these programs for 20 years. I have enjoyed all the courses. David, our instructor, is very dedicated and serious about his instruction. He knows our strengths and weaknesses. I don’t mind if he has to cancel a class here and there. My health has been better than ever because I have been consistent in attending his classes. He is awesome!”

- Participant, Circuit Training



Registration will be closed **five business days** prior to the beginning of the class.

For pool access information or to register, please call (915) 747-5142 or visit our offices at Memorial Gym, Suite 111, Monday-Friday, 8 a.m.-5 p.m.

POOL ID CARD for Continuing Education Participants

All swimming pool participants must purchase a Professional and Public Programs Pool ID Card to enter the Student Recreation Center. The Pool ID Card is offered for a one-time fee of \$15 and can be used for future paid swimming courses as long as it is for the same person. Pool ID Cards are activated and usable **ONLY** during the time and schedule of the purchased course.

FACE-TO-FACE COURSES

All the following courses are offered face-to-face for ages 18 and older.

AQUATICS

Swimming Classes: Beginner and Intermediate

Join our adult swimming classes for both beginners and intermediate-level swimmers, where we tailor each session to your comfort and skill level.

Start Date: February 6, 2024

Fee: \$125*

→ [Click here to register](#)

Start Date: March 5, 2024

Fee: \$125*

→ [Click here to register](#)

Start Date: April 2, 2024

Fee: \$125*

→ [Click here to register](#)

Swimming and Conditioning

Dive into our intermediate-advanced swim training class for an intensive aquatic experience tailored to swimmers seeking both a robust workout and enhanced technique.

Start Date: February 1, 2024

Fee: \$125*

→ [Click here to register](#)

Start Date: March 5, 2024

Fee: \$125*

→ [Click here to register](#)

Start Date: April 2, 2024

Fee: \$125*

→ [Click here to register](#)

***No discounts on fees for aquatic courses.**

WE ARE HIRING

AQUATICS INSTRUCTORS

Join our team!

To learn more about becoming an **aquatics instructor*** for **Professional and Public Programs** call us at 915-747-5142 or email ppp@utep.edu



UTEP
PROFESSIONAL AND
PUBLIC PROGRAMS
EXTENDED UNIVERSITY

**Must create own curriculum and course syllabus.*

COVID-19 PRECAUTION STATEMENT

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you have tested positive for COVID-19, prior to, after, and/or during your time enrolled in your course(s), you are highly encouraged to report your results to covidaction@utep.edu as well as to let our office know at ppp@utep.edu.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people.

The best way that we can take care of ourselves and others is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area. For more information about the current rates, testing, and vaccinations, please visit epstrong.org.



Wash your
hands often



Use tissue when
cough/sneeze



Wear a face mask
if you are sick



Avoid close contact with
people who are sick

You **must be 18 or older** to register for our Adult Leisure and Learning online courses.

For complete details about our Spring 2024 courses, visit ppp.utep.edu/coursesforadults

CRAFTS AND HOBBIES

Introduction to Professional Photography

Study the basics of photography and learn to take better photographs. Must have a DSLR camera or mirrorless camera.

Start Date: January 22, 2024

Fee: \$135

Early Bird Registration Fee: \$121.50

→ [Click here to register](#)

Mastering Photoshop for Photography

Improve the quality of your photos with Photoshop, the ultimate tool for top-notch photo and image editing.

Start Date: March 2, 2024

Fee: \$185

Early Bird Registration Fee: \$166.50

→ [Click here to register](#)

We want to hear from you!

Post a comment on our Facebook page.



Are you a novice when it comes to smartphone photography and vlogging?

-Check out our Smartphone Photo Editing and Vlogging course below and register!

Smartphone Photo Editing and Vlogging

Acquire the knowledge and skills to effectively capture the essence of a special moment using a smartphone.

Start Date: January 27, 2024

Fee: \$150

Early Bird Registration Fee: \$135

→ [Click here to register](#)

Ultimate Portrait and Studio Photography

Acquire the skills and knowledge necessary to create outstanding portrait and studio photographs.

Start Date: February 19, 2024

Fee: \$150

Early Bird Registration Fee: \$135

→ [Click here to register](#)

UTEP Employees and Retirees Discounts

Current and retired UTEP employees may receive a **15% discount** on eligible courses*.

*Discounts do not apply to certain programs, including but not limited to: The English Language Institute Core Program and online courses. Discounts outlined here may not be combined with any other discounts.

For more information about our available discounts, check out the Safety Measures, Discounts and General Information Guide at ppp.utep.edu.

Trying to meet a fitness goal?

Bored of the same exercise routine?

Sign up for a variety of fitness courses designed for different individual fitness levels.

Get healthier, feel better about yourself, have more energy, and have fun while doing it all!



FITNESS TO LIVE

Body Sculpting and Conditioning

Engage in elements of cardio, circuit training, balance, and strength training, learn proper form and improve flexibility.

Start Date: January 8, 2024

Fee: \$67

Early Bird Registration Fee: \$62.10

→ [Click here to register](#)

Start Date: February 5, 2024

Fee: \$75

Early Bird Registration Fee: \$67.50

→ [Click here to register](#)

Start Date: March 4, 2024

Fee: \$75

Early Bird Registration Fee: \$67.50

→ [Click here to register](#)

Start Date: April 1, 2024

Fee: \$75

Early Bird Registration Fee: \$67.50

→ [Click here to register](#)

Start Date: April 29, 2024

Fee: \$75

Early Bird Registration Fee: \$67.50

→ [Click here to register](#)

Circuit Training

Improve aerobic fitness, health and muscular strength with this course.

Start Date: January 9, 2024

Fee: \$145

Early Bird Registration Fee: \$130.50

→ [Click here to register](#)

Start Date: March 5, 2024

Fee: \$145

Early Bird Registration Fee: \$130.50

→ [Click here to register](#)

Start Date: April 30, 2024

Fee: \$145

Early Bird Registration Fee: \$130.50

→ [Click here to register](#)

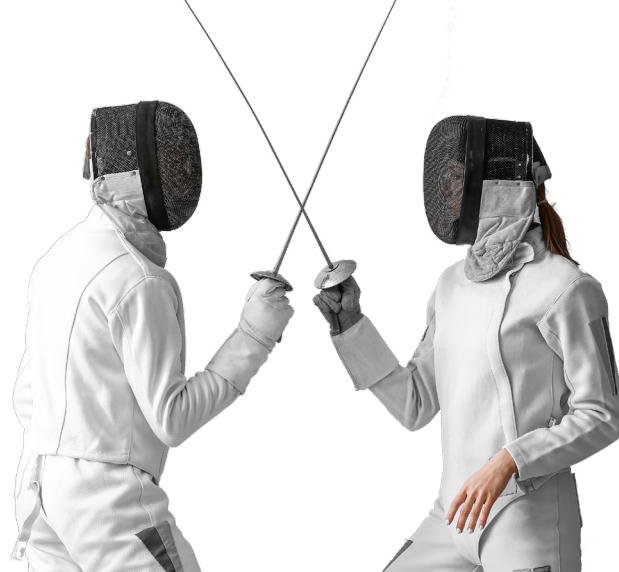


“Gracie has continued to do a wonderful job with her body sculpting and substitute teaching for circuit training. She keeps the class moving, always changes it up so you don’t get bored, and covers all the body parts. She’s definitely an asset!”

—Participant, Circuit Training

You **must be 18 or older** to register for our Adult Leisure and Learning online courses.

For complete details about our Spring 2024 courses, visit ppp.utep.edu/coursesforadults



“The instructor was so motivational and really knew her audience. She challenged us and I feel that my strength, stamina, and health improved.”

- Adult Leisure and Learning Course Participant

◆ FITNESS TO LIVE (CONT.)

NEW Core Fusion Sculpt: Build Strength and Define Your Body

Transform your physique with this dynamic fusion of strength training and core-focused exercises.

Start Date: January 9, 2024

Fee: \$75

Early Bird Registration Fee: \$67.50

→ [Click here to register](#)

Start Date: February 6, 2024

Fee: \$85

Early Bird Registration Fee: \$76.50

→ [Click here to register](#)

Start Date: March 5, 2024

Fee: \$85

Early Bird Registration Fee: \$76.50

→ [Click here to register](#)

Start Date: April 2, 2024

Fee: \$85

Early Bird Registration Fee: \$76.50

→ [Click here to register](#)

Start Date: May 7, 2024

Fee: \$85

Early Bird Registration Fee: \$76.50

→ [Click here to register](#)

Fencing Fundamentals: Your First Step to Swordplay Mastery

Enjoy an exhilarating journey into the world of fencing.

Start Date: February 8, 2024

Fee: \$150

Early Bird Registration Fee: \$135

→ [Click here to register](#)

Golf Summer Class OFF CAMPUS

Learn the fundamentals of golf and swing like a pro. Designed for all skill levels; offered off campus.

Start Date: March 7, 2024

Fee: \$175

Early Bird Registration Fee: \$157.50

→ [Click here to register](#)



Kickboxing: One Hour Workout

Learn training strategies and schemes related to proper boxing technique in this hour-long course.

Start Date: January 8, 2024

Fee: \$95

Early Bird Registration Fee: \$85.50

→ [Click here to register](#)

Start Date: February 5, 2024

Fee: \$99

Early Bird Registration Fee: \$89.10

→ [Click here to register](#)

Start Date: March 4, 2024

Fee: \$99

Early Bird Registration Fee: \$89.10

→ [Click here to register](#)

Start Date: April 1, 2024

Fee: \$109

Early Bird Registration Fee: \$98.10

→ [Click here to register](#)

Start Date: May 1, 2024

Fee: \$109

Early Bird Registration Fee: \$98.10

→ [Click here to register](#)



You **must be 18 or older** to register for our Adult Leisure and Learning online courses.

For complete details about our Spring 2024 courses, visit ppp.utep.edu/coursesforadults

“Juan is fantastic. He is an excellent and encouraging coach. He makes the class fun and challenging. You always leave with a sense of accomplishment.”

Adult Leisure and Learning
Course Participant



◆ FITNESS TO LIVE (CONT.)

NEW Open Spinning: Unwind and Revitalize Your Mind and Body

Enjoy a self-guided, instructor-free cardio session where you pedal to your own music, boosting endurance and strength while benefiting from the therapeutic effects of cycling.

Start Date: January 8, 2024

Fee: \$25

→ [Click here to register](#)

Start Date: March 18, 2024

Fee: \$25

→ [Click here to register](#)

NEW Spinning: Pedal Your Way to Fitness Excellence

Elevate your fitness journey with our spinning class, a dynamic workout designed to enhance cardiovascular endurance, strength and overall fitness.

Start Date: January 9, 2024

Fee: \$75

Early Bird Registration Fee: \$67.50

→ [Click here to register](#)

Start Date: February 6, 2024

Fee: \$85

Early Bird Registration Fee: \$76.50

→ [Click here to register](#)

Start Date: March 5, 2024

Fee: \$85

Early Bird Registration Fee: \$76.50

→ [Click here to register](#)

Start Date: April 2, 2024

Fee: \$85

Early Bird Registration Fee: \$76.50

→ [Click here to register](#)

Start Date: May 7, 2024

Fee: \$85

Early Bird Registration Fee: \$76.50

→ [Click here to register](#)

Triathlon Class

Enhance your fitness and confidence in cycling, running and swimming; perfect for beginners and intermediate-level athletes.

Start Date: February 6, 2024

Fee: \$150

→ [Click here to register](#)

Start Date: March 5, 2024

Fee: \$150

→ [Click here to register](#)

Start Date: April 2, 2024

Fee: \$150

→ [Click here to register](#)

You must be **18 or older** to register for our Adult Leisure and Learning online courses.

◆ FITNESS TO LIVE (CONT.)

Ultra Strength and Conditioning Fitness

Maintain your fitness level, reduce body fat, reduce the risk and rate of injury, and/or use exercise to combat stress in this personal weight training program.

Start Date: January 9, 2024

Fee: \$185

Early Bird Registration Fee: \$166.50

→ Click here to register

Start Date: March 5, 2024

Fee: \$185

Early Bird Registration Fee: \$166.50

→ Click here to register

Start Date: April 30, 2024

Fee: \$185

Early Bird Registration Fee: \$166.50

→ Click here to register

HEALTH AND WELLNESS

Flow Yoga

Embark on a transformative journey of well-being as you immerse yourself in this captivating yoga class.

Start Date: January 8, 2024

Fee: \$115

Early Bird Registration Fee: \$103.50

→ Click here to register

Start Date: March 18, 2024

Fee: \$115

Early Bird Registration Fee: \$103.50

→ Click here to register



For complete details about our Spring 2024 courses, visit ppp.utep.edu/coursesforadults

PERFORMING ARTS

Introduction to Guitar - Beginner

Study at your own pace and learn terms, minor theory, and how to play basic chords in this introductory course. Required materials: Acoustic guitar. Please ensure you purchase guitars appropriate to your size and consult the salesperson at the music store when doing so.

Start Date: February 3, 2024

Fee: \$75

Early Bird Registration Fee: \$67.50

→ Click here to register

Introduction to Guitar - Intermediate

Learn advanced chords, fingerpicking techniques, scales and soloing in this course designed for those who have mastered the basics. Delve into the art of song interpretation, music theory and ear training.

Start Date: April 6, 2024

Fee: \$75

Early Bird Registration Fee: \$67.50

→ Click here to register

TECHNOLOGY

NEW Master Microsoft Word With Ease

Discover the essentials of Microsoft Word in this comprehensive course.

Start Date: February 6, 2024

Fee: \$150

Early Bird Registration Fee: \$135

→ Click here to register

NEW Microsoft Excel Essentials: Your Key to Data Dominance

Get equipped with the essential skills to create, format, and analyze spreadsheets efficiently.

Start Date: March 5, 2024

Fee: \$150

Early Bird Registration Fee: \$135

→ Click here to register

NEW Slide to Success: Mastering Microsoft PowerPoint

Create compelling slideshows that captivate audiences.

Start Date: April 2, 2024

Fee: \$150

Early Bird Registration Fee: \$135

→ Click here to register



ONLINE COURSES

All the following courses are offered online for ages 18 and older.

Our online courses are affordable, fun, fast, and convenient.

Note: Courses may be instructor-led or self-paced. **Pricing for the following courses is available on the course website**; simply follow the “→ Click here to register” link under each course description to get more information.

CRAFTS & HOBBIES

Color Theory

Study the fundamentals of color theory and learn how to apply this framework to your web design practice.

→ Click here to register

Discover Digital Photography

Learn all about digital cameras, from DSLRs to smartphone cameras; for the novice photographer.

→ Click here to register

Drawing for the Absolute Beginner

Gain a solid foundation and understanding of the basics of drawing and become the artist you’ve always dreamed of being.

→ Click here to register

Genealogy Basics

Understand the genealogy research process and learn how to interpret the information you find.

→ Click here to register

Get Funny!

Learn how to come up with jokes or witticisms on the fly, punch up dull material for an audience, or make a living as a comedy writer.

→ Click here to register



We want to hear from you!

Post a comment on our Facebook page.



You **must be 18 or older** to register for our Adult Leisure and Learning online courses.

For complete details about our Spring 2024 courses, visit ppp.utep.edu/coursesforadults



Pricing for the following courses is available on the course website; simply follow the “→ Click here to register” link under each course description to get more information.

◆ CRAFTS AND HOBBIES (CONT.)

Growing Plants for Fun and Profit

Turn your love of plants into an enjoyable and profitable home business.

→ Click here to register

Introduction to Interior Design

Transform plain living spaces into beautiful and functional rooms.

→ Click here to register

Mastering Your Digital DSLR Camera

Learn how to use your DSLR camera to take beautiful photos.

→ Click here to register



Photographing Nature With Your Digital Camera

Master your digital camera's controls and features and start taking exceptional nature photos in no time.

→ Click here to register

Photographing People With Your Digital Camera

Learn the fundamentals of portrait photography; discover the best way to shoot faces, fix common close-up problems, and use digital photo editing techniques to retouch your photos and make other improvements.

→ Click here to register

Photography Suite

Get an overview of the basics of digital photography, including equipment, software and practical uses.

→ Click here to register

Secrets of Better Photography

Learn how to choose the right photographic equipment and compose images with style.

→ Click here to register

Start Your Own Edible Garden

Grow delicious, nutritious fruit and vegetables in your own backyard; give your garden a healthy start and keep it growing strong all season.

→ Click here to register



Connect with us to receive special offers, updates on courses and more!

#utepp3



UTEP_P3



UTEP-P3



You **must be 18 or older** to register for our Adult Leisure and Learning online courses.



Pricing for the following courses is available on the course website; simply follow the “→ Click here to register” link under each course description to get more information.

HEALTH & WELLNESS

Aging and Health Bundle

Earn a Certificate in Healthy Aging; gain an overview of specific aspects of aging, including the impact of nutrition and physical activity on the aging process, physiologic changes in the healthy aging brain, and the role of intimacy and sexuality in healthy aging.

→ Click here to register

Certificate in Complementary and Integrative Health

Gain a broad understanding of alternative and integrative therapies to meet the needs of diverse populations.

→ Click here to register

Certificate in Energy Medicine

Incorporate methods of energy healing with modern health care methods and earn a Certificate in Energy Medicine.

→ Click here to register

Certificate in Food, Nutrition and Health

Gain insight into how food interacts with your body and how to make healthy changes for better nutrition.

→ Click here to register

Certificate in Gerontology

Gain the knowledge and skills necessary to effectively meet the needs of the aging population in a wide range of careers.

→ Click here to register

Certificate in Global Healing Systems

Gain an understanding of various global healing practices to more effectively support your clients who use various traditional healing practices and techniques.

→ Click here to register

Certificate in Healing Environments for Body, Mind, and Spirit

Learn the various elements of optimal healing environments and how they impact the health of individuals and communities on a physical, social, psychological and spiritual level.

→ Click here to register

Certificate in Healthy Aging

Learn about the specific aspects of aging, including the impact of nutrition and physical activity on the aging process, physiologic changes in the healthy aging brain, the role of intimacy and sexuality on healthy aging, keys to longevity in the centenarian population, and important behavioral and mental health issues in the aging adult.

→ Click here to register

Certificate in Holistic and Integrative Health

Study the fundamentals of person-centered and person-empowered health care, including details on some of the more popular therapies today.

→ Click here to register

Certificate in Holistic and Integrative Health: Foundations 1

Focus on foundational concepts in holistic and integrative health, including stress management, physical activity and movement, nutrition, and healing environments.

→ Click here to register

Certificate in Holistic and Integrative Health: Foundations 2

Examine the healing systems of Ayurvedic and traditional Chinese medicine, explore the connection between health and the human spirit, and learn about ancient and diverse practices of meditation.

→ Click here to register

Certificate in Holistic and Integrative Health: Foundations 3

Explore the concepts of four holistic therapeutic modalities: Focus on the use of humor, music and sound, energy healing, and massage and bodywork in healing.

→ Click here to register

Certificate in Meditation

Discover the many meditation techniques that can be used to support the mind-body connection and promote healing and wellness. The course is designed for health professionals and nurses as well as general consumers.

→ Click here to register

We want to hear from you!

Post a comment on our Instagram account.



UTEP.P3





You **must be 18 or older** to register for our Adult Leisure and Learning online courses.

For complete details about our Spring 2024 courses, visit ppp.utep.edu/coursesforadults



“This really helps me handle stress at work.”

- Participant, Yoga for Wellness for Faculty and Staff

◆ HEALTH & WELLNESS (CONT.)

Certificate in Mindful Relationships

Learn about mindfulness as a stress management technique and earn a certificate in mindful relationships.

→ [Click here to register](#)

Certificate in Mindfulness

Examine the many benefits of mindfulness for both your personal and professional and lay the foundation for a career in health and wellness coaching.

→ [Click here to register](#)

Certificate in Music Therapy and Sound Healing

Study the benefits of music and music therapy and sound healing in the health profession.

→ [Click here to register](#)

Certificate in Spirituality, Health and Healing

Study the characteristics of spirituality, its essential elements and the connection between spirituality and healing.

→ [Click here to register](#)

Certificate in Starting Your Own Business in Health and Healing

Get everything you need to embark on creating your own health and wellness business.

→ [Click here to register](#)

Certificate in Stress Management

Explore the physiological, social and psychological impacts of stress and study modalities to get stress under control.

→ [Click here to register](#)

Healthy Living Suite

Establish a healthy approach to weight loss and weight maintenance.

→ [Click here to register](#)

Pricing for the following courses is available on the course website; simply follow the “→ Click here to register” link under each course description to get more information.



Helping Elderly Parents

Learn how to help parents or other loved ones through their transition into their golden years and learn skills that will help you with your own old age.

→ [Click here to register](#)

Homeschool With Success

Learn how to homeschool your kids and become familiar with the terminology the homeschool community uses.

→ [Click here to register](#)

Introduction to Natural Health and Healing

Learn about the various stages of health and illness and discover that true health means wholeness of the mind, body and spirit.

→ [Click here to register](#)

Listen to Your Heart and Success Will Follow

Enjoy the rewards that come from doing what really makes you happy and begin designing a life that really works for you.

→ [Click here to register](#)



Pricing for the following courses is available on the course website; simply follow the “→ Click here to register” link under each course description to get more information.

◆ HEALTH & WELLNESS (CONT.)

Lose Weight and Keep It Off

Establish a healthy approach to weight loss and weight management.

→ Click here to register

Luscious, Low-Fat, Lightning-Quick Meals

Learn how to reduce fat in recipes without sacrificing flavor or texture.

→ Click here to register

Mind-Body Therapies Bundle

Explore the fundamentals of energy medicine in this certificate course.

→ Click here to register

Nutrition and Health Bundle

Earn a Certificate in Food, Nutrition and Health; get a holistic overview of current food and nutrition issues, and their impact on physical, social, emotional and spiritual health.

→ Click here to register

Pain Management and End-of-Life Bundle

Enhance your knowledge of how to work with patients who are in pain; earn your Certificate in Pain Assessment and Management.

→ Click here to register



MONEY MATTERS

Introduction to Quickbooks Online

Manage the financial aspects of your small business quickly and efficiently using QuickBooks Online.

→ Click here to register

Intermediate QuickBooks Online

Build upon the skills learned in the Introduction to QuickBooks online course; learn how to manage inventory, projects, classes and locations to better track and report on your business operations.

→ Click here to register

Interpersonal Communication

Manage the conscious and unconscious codes of meaning people send to each other and learn how to respond with appropriate codes in turn.

→ Click here to register

Introduction to Stock Options

Learn to evaluate, buy, sell and profit from stocks.

→ Click here to register

Keys to Successful Money Management

Explore the steps you need to take in order to achieve true financial success from a certified financial planner.

→ Click here to register

Learn to Buy and Sell on eBay

Gain all of the knowledge necessary for success in the online marketplace.

→ Click here to register

Math Refresher

Use math to your advantage in daily life.

→ Click here to register

Personal Finance

Gain control over the financial impact of your choices with tools that are useful, realistic and easy to work with.

→ Click here to register

Stock Trading Suite

Learn the fundamentals of investing by learning the ins and outs of the stock market, 401K plans, retirement planning, and personal financial goals; move on to techniques for valuing stocks, including how to read financial statements and conduct economic research, and how to buy, sell, and profit with tools used by professional investors; complete this series and learn to leverage your investment dollars in any type of market.

→ Click here to register

The Analysis and Valuation of Stocks

Study conventional and advanced techniques in researching and valuing stocks.

→ Click here to register

Where Does All My Money Go?

Study the very basics of how to get control of your finances rather than letting them control you. Get the help you need and learn how to invest, eliminate debt and plan for college.

→ Click here to register

WE ARE HIRING INSTRUCTORS

Join our team!

Professional and Public Programs
is always looking for subject matter experts to teach face-to-face courses and programs needed by individuals and professionals in our community.

Certified instructors are needed in the following areas:

- Aquatics/Swimming
- Fitness
- Microsoft Software Training
- Fine Arts
- Foreign Languages
- English as a Second Language

To learn more about becoming a **Professional and Public Programs instructor*** call us at 915-747-5142 or email ppp@utep.edu



UTEP
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PUBLIC PROGRAMS**
EXTENDED UNIVERSITY

**Must create own curriculum and course syllabus.*



You **must be 18 or older** to register for our Adult Leisure and Learning online courses.

For complete details about our Spring 2024 courses, visit ppp.utep.edu/coursesforadults



PERFORMING ARTS

Introduction to Guitar - Beginner

Start playing guitar and become the musician you've always wanted to be with these fun and informative lessons.

→ [Click here to register](#)

Music Made Easy

Learn to read, write and play simple pieces of music.

→ [Click here to register](#)



PERSONAL AND PROFESSIONAL ENHANCEMENT

Achieving Success With Difficult People

Acquire the ability to interact with anyone, regardless of how difficult you perceive them to be.

→ [Click here to register](#)

Effective Selling

Discover how you can easily convert a potential customer into a long-term asset and lay the groundwork for repeat business.

→ [Click here to register](#)

Get Assertive!

Learn specific techniques to become more assertive in all types of situations, with all types of people, and in all aspects of your life.

→ [Click here to register](#)

Individual Excellence

Develop a fulfilling career plan and the skills to improve your interpersonal relationships.

→ [Click here to register](#)

Introduction to Lightroom Classic CC

Using hands-on exercises, master the use of Lightroom Classic CC, Adobe's easy-to-use software that prepares, edits and organizes photos quickly and effectively.

→ [Click here to register](#)

New Career Suite

Learn how to design a life that makes you happy and create an effective resume to acquire a career that fulfills you.

→ [Click here to register](#)

Pricing for the following courses is available on the course website; simply follow the "→ Click here to register" link under each course description to get more information.

Prepare for GED Test Series

Analyze your strengths and weaknesses, so you can focus your studying on the areas you need the most in this GED prep course.

→ [Click here to register](#)

Real Estate Investing

Discover how to make money in real estate regardless of how much you have to start with.

→ [Click here to register](#)

Real Estate Suite

Gain the skills you need to make calculated and successful real estate investments.

→ [Click here to register](#)



Secrets of the Caterer

Put your cooking and party-planning skills to work for you; acquire an understanding of the cooking skills you'll need as a caterer and also get an introduction to the business side of catering.

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Skills for Making Great Decisions

Learn how to make excellent everyday decisions from an experienced counselor and life coach.

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You **must be 18 or older** to register for our Adult Leisure and Learning online courses.

For complete details about our Spring 2024 courses, visit ppp.utep.edu/coursesforadults



For complete details about our Spring 2024 courses for adults, visit ppp.utep.edu/coursesforadults



Pricing for the following courses is available on the course website; simply follow the “→ Click here to register” link under each course description to get more information.

◆ PERSONAL AND PROFESSIONAL ENHANCEMENT (CONT.)

Small Business Marketing on a Shoestring

Market your small business like the big guys without making a big dent in your wallet.

→ Click here to register

Soft Skills Suite

Soft skills enable you to interact and engage with others to fully utilize your hard skills. Learn the secret to achieving success with this course.

→ Click here to register

Start a Pet-Sitting Business

Master the essentials of starting and running a cat- and dog-sitting business; learn about how the care of pets, handling home visits, financing and marketing your business, and more.

→ Click here to register

Start and Operate Your Own Home-Based Business

Learn how to be your own boss and eliminate the stress of having a job.

→ Click here to register

Start Your Own Arts and Crafts Business

Start your own arts and crafts business with tips from a professional artist.

→ Click here to register

Start Your Own Gift Basket Business

Learn everything you need to know about starting a gift basket business and running it successfully.

→ Click here to register

Start Your Own Online Business

Get the skills needed to create and build a business from the convenience of your own home.

→ Click here to register



Start Your Own Small Business

Transform your passion and talent into a viable small business.

→ Click here to register

Starting a Consulting Practice

Acquire all the skills and knowledge you need to set up your own consulting practice.

→ Click here to register



You must be 18 or older to register for our Adult Leisure and Learning online courses.

◆ PERSONAL AND PROFESSIONAL ENHANCEMENT (CONT.)

Starting a Nonprofit

Learn how to form a new nonprofit, convert an informal group to tax-exempt status, or reorganize an existing organization; also learn about incorporation, organization, and other issues pertinent to nonprofit start-ups.

→ [Click here to register](#)

Stocks, Bonds and Investing: Oh, My!

Prepare for retirement, manage your finances, and pay for college without hiring a broker or financial advisor.

→ [Click here to register](#)

Twelve Steps to a Successful Job Search

Identify and get the job you want regardless of your level of expertise or state of the economy.

→ [Click here to register](#)

Understanding Adolescents

Acquire valuable information on how adolescents feel, how their identities develop and how you can best meet their needs.

→ [Click here to register](#)

READING

Merrill Ream Speed Reading

Save time by reading faster and with better comprehension.

→ [Click here to register](#)

Ready, Set, Read!

Learn how a child becomes literate from the moment of birth and how children really learn to read and write.

→ [Click here to register](#)



TECHNOLOGY

Adobe Animate CC Training

Learn the basics of Animate (formerly Adobe Flash) and start designing rich, interactive animations.

→ [Click here to register](#)

Creating Web Pages

Study the basics of HTML as you design, create and publish your very own website.

→ [Click here to register](#)

Creating WordPress Websites

Create attractive, sophisticated blogs and websites without any coding, using WordPress, the world's most popular content management system.

→ [Click here to register](#)

Creating WordPress Websites Series

Work hands-on with WordPress and learn about its many features as you create your own WordPress.org site and blog.

→ [Click here to register](#)

Designing Effective Websites

Master the basics of web design and learn how to build sites that are better and more effective.

→ [Click here to register](#)

Intermediate WordPress Websites

Take your WordPress site to the next level and learn how to optimize it for a more dynamic user experience.

→ [Click here to register](#)

Introduction to Digital Scrapbooking

Make the most of your scrapbooking talents and artistic ideas when you combine traditional and digital scrapbooking using Photoshop Elements 11, 12 or 13.

→ [Click here to register](#)

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◆ TECHNOLOGY (CONT.)

Introduction to PC Troubleshooting

Examine the typical hardware and operating system problems encountered by technicians, learn troubleshooting techniques to decipher any problem and gain the skills you need to solve them.

→ [Click here to register](#)

Introduction to Photoshop CC

Use easy-to-follow, detailed step-by-step instructions that teach you how to edit and manipulate images, and create basic compositions using Photoshop in the Creative Cloud.

→ [Click here to register](#)

Introduction to Windows 10

Gain the foundation you need to get started right away using Windows 10.

→ [Click here to register](#)

Keyboarding

Become faster and more confident at the keyboard.

→ [Click here to register](#)

Photoshop CC for the Digital Photographer

Master techniques to edit and enhance your digital images and add a professional polish to your work.

→ [Click here to register](#)

Photoshop Elements for the Digital Photographer

Study the use of Adobe Photoshop Elements to do everything from quick fixes to detailed enhancements that will greatly improve the look of your digital images.

→ [Click here to register](#)

Photoshop Elements for the Digital Photographer II

Build on skills you have acquired in the first Photoshop Elements for the Digital Photographer course.

→ [Click here to register](#)

Pricing for the courses on this page is available on the course website; simply follow the “→ Click here to register” link under each course description to get more information.

Typography

Understand typography and how to apply this technique to your UI/UX projects.

→ [Click here to register](#)

Web Design Value Suite

Create and publish your very own website using HTML.

→ [Click here to register](#)

WRITING & PUBLISHING

A to Z Grant Writing

Equip yourself with the skills and tools you need to successfully begin the planning process for projects in need of grant funding.

→ [Click here to register](#)

A to Z Grant Writing Series

Acquire the skills and tools you need to enter the fulfilling field of grant writing with this online course bundle.

→ [Click here to register](#)

Advanced Fiction Writing

Explore the topics you need as a writer to create a successful manuscript, including story structure, plot, character, dialogue, setting, suspense, conflict, action, viewpoint, tense and even how to get published.

→ [Click here to register](#)

When it comes to you, we've got you covered!

Professional and Public Programs is always looking to improve itself. We would like to hear from you and see how our Adult Leisure and Learning spring online courses are working for you.

Post a comment on our Facebook account.



Pricing for the following courses is available on the course website; simply follow the [→ Click here to register](#) link under each course description to get more information.

✦ WRITING & PUBLISHING (CONT.)

Beginner's Guide to Getting Published

Acquire the credibility you need to succeed as a writer and guide your manuscript directly into the hands of an editor and onto the shelves of your favorite stores.

[→ Click here to register](#)

Beginning Writers Workshop

Improve your writing skills and discover new ways to stretch your creative muscles.

[→ Click here to register](#)

Fundamentals of Technical Writing

Learn all the fundamental techniques of successful technical writers.

[→ Click here to register](#)

Get Grants!

Acquire the grant-writing skills you need to outshine the competition.

[→ Click here to register](#)



Grammar Refresher II

Gain the advanced grammar skills you need and understand how to use them in practical ways.

[→ Click here to register](#)

How to Make Money From Your Writing

Get all the practical information you need to make money with your writing.

[→ Click here to register](#)

Introduction to Screenwriting

Explore everything you need to write a great script, market and sell your screenplay.

[→ Click here to register](#)

Mystery Writing

Learn everything you need to know to become a best-selling mystery author.

[→ Click here to register](#)

Research Methods for Writers

Master the art of efficiently and effectively conducting research for any writing project.

[→ Click here to register](#)



Resume-Writing Workshop

Create an effective resume or improve the one you already have.

[→ Click here to register](#)

Romance Writing

Broaden your skills and understand exactly what makes a romance reader finish a book with satisfaction.

[→ Click here to register](#)

The Craft of Magazine Writing

Turn your dreams into bylines and help yourself to a bright future as a magazine writer.

[→ Click here to register](#)



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Talk to us!

Professional and Public Programs is always looking to improve itself. We would like to hear from you and see how our Adult Leisure and Learning spring online courses are working for you.

Post a comment on our Facebook or Instagram page.



◆ WRITING & PUBLISHING (CONT.)

The Keys to Effective Editing

Learn the essential skills and resources you will need to become a successful and confident copyeditor.

→ Click here to register

Write and Publish Your Nonfiction Book

Plan, research, write, edit and publish your masterpiece.

→ Click here to register

Write Fiction Like a Pro

Write like a professional with the help of a published author.

→ Click here to register

Writeriffic: Creativity Training for Writers

Learn a number of invaluable tricks from the published writer's toolbox.

→ Click here to register

Writing Essentials

Acquire all the writing skills you need for success.

→ Click here to register

Writing for Children

Get familiar with all the tools and resources you need to navigate the world of children's publishing and to continue growing as a writer for children.

→ Click here to register



Have a young writer at home?

We have a variety of fun Spring Break camps that will let your child explore their creativity through different genres and writing styles.

For more details, visit ppp.utep.edu/youthcourses

Professional and Public Programs Adult Leisure and Learning

COURSE INDEX

FACE-TO-FACE COURSES

AQUATICS

Swimming Classes: Beginner and Intermediate

Start Date: February 6, 2024

Start Date: March 5, 2024

Start Date: April 2, 2024

Swimming and Conditioning

Start Date: February 1, 2024

Start Date: March 5, 2024

Start Date: April 2, 2024

CRAFTS & HOBBIES

Introduction to Professional Photography

Start Date: January 22, 2024

Mastering Photoshop for Photography

Start Date: March 2, 2024

Smartphone Photo Editing and Vlogging

Start Date: January 27, 2024

Ultimate Portrait and Studio Photography

Start Date: February 19, 2024

FITNESS TO LIVE

Body Sculpting and Conditioning

Start Date: January 8, 2024

Start Date: February 5, 2024

Start Date: March 4, 2024

Start Date: April 1, 2024

Start Date: April 29, 2024

Circuit Training

Start Date: January 9, 2024

Start Date: March 5, 2024

Start Date: April 30, 2024

NEW Core Fusion Sculpt: Build Strength and Define Your Body

Start Date: January 9, 2024

Start Date: February 6, 2024

Start Date: March 5, 2024

Start Date: April 2, 2024

Start Date: May 7, 2024

Fencing Fundamentals: Your First Step to Swordplay Mastery

Start Date: February 8, 2024

Golf Summer Class OFF CAMPUS

Start Date: March 7, 2024

Kickboxing: One Hour Workout

Start Date: January 8, 2024

Start Date: February 5, 2024

Start Date: March 4, 2024

Start Date: April 1, 2024

Start Date: May 1, 2024

NEW Open Spinning: Unwind and Revitalize Your Mind and Body

Start Date: January 8, 2024

Start Date: March 18, 2024

NEW Spinning: Pedal Your Way to Fitness Excellence

Start Date: January 9, 2024

Start Date: February 6, 2024

Start Date: March 5, 2024

Start Date: April 2, 2024

Start Date: May 7, 2024

Triathlon Class

Start Date: February 6, 2024

Start Date: March 5, 2024

Start Date: April 2, 2024

Ultra Strength and Conditioning Fitness

Start Date: January 9, 2024

Start Date: March 5, 2024

Start Date: April 30, 2024

Professional and Public Programs
– **Adult Leisure and Learning**

COURSE INDEX

FACE-TO-FACE COURSES

HEALTH & WELLNESS

Flow Yoga

Start Date: January 8, 2024

Start Date: March 18, 2024

PERFORMING ARTS

Introduction to Guitar - Beginner

Start Date: February 3, 2024

Introduction to Guitar - Intermediate

Start Date: April 6, 2024

TECHNOLOGY

Master Microsoft Word With Ease

Start Date: February 6, 2024

Microsoft Excel Essentials: Your Key to Data Dominance

Start Date: March 5, 2024

Slide to Success: Mastering Microsoft PowerPoint

Start Date: April 2, 2024

For complete details about our
Spring 2024 courses for adults, visit
ppp.utep.edu/coursesforadults

ONLINE COURSES

CRAFTS & HOBBIES

Color Theory

Discover Digital Photography

Drawing for the Absolute Beginner

Genealogy Basics

Get Funny!

Growing Plants for Fun and Profit

Introduction to Interior Design

Mastering Your Digital SLR Camera

Photographing Nature With Your Digital Camera

Photographing People With Your Digital Camera

Photography Suite

Secrets of Better Photography

Start Your Own Edible Garden

HEALTH & WELLNESS

Aging and Health Bundle

Certificate in Complementary and Integrative Health

Certificate in Energy Medicine

Certificate in Food, Nutrition and Health

Certificate in Gerontology

Certificate in Global Healing Systems



Certificate in Healing Environments for Body, Mind, and Spirit

Certificate in Healthy Aging

Certificate in Holistic and Integrative Health

Certificate in Holistic and Integrative Health: Foundations 1

Certificate in Holistic and Integrative Health: Foundations 2

Certificate in Holistic and Integrative Health: Foundations 3

Certificate in Meditation

Certificate in Mindful Relationships

Certificate in Mindfulness

Certificate in Music Therapy and Sound Healing

Certificate in Spirituality, Health and Healing

**Certificate in Starting Your Own
Business in Health and Healing**

Certificate in Stress Management

Healthy Living Suite

Helping Elderly Parents

Homeschool With Success

**Introduction to Natural Health and
Healing**

**Listen to Your Heart, and Success Will
Follow**

Lose Weight and Keep It Off



**Luscious, Low-Fat, Lightning-Quick
Meals**

Mind-Body Therapies Bundle

Nutrition and Health Bundle

**Pain Management and End-of-Life
Bundle**

MONEY MATTERS

**Accounting With QuickBooks Online
Suite**

Introduction to Quickbooks Online

Intermediate QuickBooks Online

Interpersonal Communication

Introduction to Stock Options

**Keys to Successful Money
Management**

Learn to Buy and Sell on eBay

Math Refresher

Personal Finance

Stock Trading Suite

The Analysis and Valuation of Stocks

Where Does All My Money Go?

PERFORMING ARTS

Introduction to Guitar

Music Made Easy

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**Achieving Success With Difficult
People**

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Get Assertive!

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– Adult Leisure and Learning**

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New Career Suite

Prepare for GED Test Series

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Real Estate Suite

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Skills for Making Great Decisions

**Small Business Marketing on a
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Soft Skills Suite

Start a Pet-Sitting Business

**Start and Operate Your Own Home-
Based Business**

**Start Your Own Arts and Crafts
Business**



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Merrill Ream Speed Reading

Ready, Set, Read!

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Creating WordPress Websites

Creating WordPress Websites Series

Designing Effective Websites

Intermediate WordPress Websites

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Photoshop Elements for the Digital Photographer

Photoshop Elements for the Digital Photographer II

Typography

Web Design Value Suite

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A to Z Grant Writing

A to Z Grant Writing Series

Advanced Fiction Writing

Beginner's Guide to Getting Published

Beginning Writers Workshop

Fundamentals of Technical Writing

Get Grants!

Grammar Refresher II

How to Make Money From Your Writing

Introduction to Screenwriting

Mystery Writing

Research Methods for Writers

Resume-Writing Workshop

Romance Writing

The Craft of Magazine Writing

The Keys to Effective Editing

Write and Publish Your Nonfiction Book

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Writeriffic: Creativity Training for Writers

Writing Essentials

Writing for Children



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ADULT LEISURE AND LEARNING



Daniel Montes

Program Manager

Daniel joined Professional and Public in 2015 as a Program Coordinator with more than five years of managerial experience in the retail industry. He was promoted to Program Manager in 2018.

Daniel has been a proud UTEP alum since 2008, and has a Bachelor in Business Administration with a concentration in Management. In 2019, he was certified as a Mental Health First Aid provider by the National Council for Behavioral Health for Youth and awarded the designation “Certified Professional Programmer” (C2P) by the Learning Resources Network (LERN), the leading association in continuing education.

Daniel’s primary goal is to provide meaningful education experiences and opportunities for self-discovery to the El Paso community while fostering a UTEP Miners’ mindset.

Favorite inspirational quote: “When educating the minds of our youth, we must not forget to educate their hearts.”– Dalai Lama



Jorge Thompson

Program Coordinator

Jorge Thompson was born and raised in El Paso, Texas and graduated in the summer of 2017 with a Bachelor’s degree in Psychology from The University of Texas at El Paso. Prior to joining Professional and Public Programs as a Youth Coordinator, Jorge worked as a program coordinator for GEAR UP and Communities in Schools serving students at Montana Vista Elementary and Riverside High School. He also served with AmeriCorps for a nonprofit called College Forward in Austin, Texas and earned the Segal AmeriCorps Award. In May 2021, after his experience with AmeriCorps, he graduated with a master’s degree in education from Angelo State University with a focus in Student Development and Leadership.

Jorge has had wonderful opportunities to work with first-generation students from K-12 and college and believes he would never have developed his passion for education without these experiences. He enjoys encouraging and motivating students to chase their dreams while challenging and supporting them during their journey. His goal is to pursue a doctoral degree and either become a director in the student affairs division of a higher education institution or start his own nonprofit where he can continue to inspire students.

Favorite inspirational quote: “One of the most important things in life is to try and inspire other people so that they can be great in whatever they want to do.”– Kobe Bean Bryant

SPRING 2024 COURSE GUIDE



Graphic design by Claudia Cornejo and Kimberly Guerrero

Writing/editing by Arathi Kylasam

All photos used in this publication are courtesy of UTEP’s Division of Marketing and Communications and Extended University’s Marketing Department

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