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**'83**



**HOUSTON  
NORTHWEST COMMUNITY COLLEGE  
845-7266**

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# IT'S NEVER TOO LATE TO LEARN

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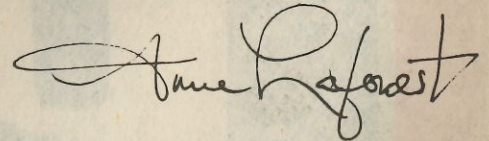
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Exciting! Challenging! Interesting! These are the words that best describe Fall '83. Your adult continuing education staff have been working harder than ever to produce this quality program. We hope you'll choose one of our many short or longer workshops and seminar offerings. Vocational and Academic courses are also included in our fall line-up. Whatever your fancy, we have something for everyone.

If there's a course you'd like to see in the future, give us a call — in Smithers 847-4461, or in Houston 845-7266. Northwest Community College would like to thank School District #54 for its co-operation and extensive use of school facilities.

Last but certainly not least, a special thanks to our instructors. Without you, the variety and quality of our continuing education program would not be of the high standard it is today.

Over the next months and years, activities for adult learning should increase. However, economic reality would suggest that new means of providing all the services we have come to expect will have to be found if an already stretched dollar is to be stretched further. Whatever the economic outcome, Northwest Community College will continue to strive to provide local programs and services of high quality to residents of Smithers, Houston and surrounding communities.



## OUR STAFF

Regional Co-ordinator, Smithers/Houston:	<b>Anne M. Laforest</b>
Acting Regional Co-ordinator	<b>Eileen Klassen</b>
Program Co-ordinator, Houston:	<b>Tanya Widmark</b>
<b>Secretarial Staff:</b>	<b>Smithers</b> <b>Houston</b> Cheryl Byrnes    Valerie Reid
<b>Evening Clerks:</b>	Gary Stein Charlotte Gorley
<b>Our Local Board Member:</b>	Nik Karelis

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**Support Your Community College — Register Today**  
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# GIANT REGISTRATION DAY

**WED., SEPT. 7  
9:00 A.M. to 4:00 P.M.**

**AT THE COLLEGE CENTRE  
CORNER OF 10TH & POULTON**

If you want to make sure there's a place for you  
in the course of your choice, come in and pre-pay  
during our Giant Registration Day.

**FIRST COME — FIRST SERVED.  
PRE-PAID IN-PERSON REGISTRATIONS ONLY**

**BE AN EARLY BIRD**

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# REGISTRATION

You may register for a day or evening class:

**IN PERSON**

At the College Centre  
10th St. & Poulton Ave.  
Houston, B.C.

**OFFICE AND  
LEARNING RESOURCE  
CENTRE HOURS**

12:00 noon - 4:00 p.m. Mon. - Fri.

**TELEPHONE**

845-7266

**BY MAIL**

A registration form is attached

**IT'S IMPORTANT TO PRE-REGISTER. THE COURSE YOU WANT MAY BE CANCELLED BECAUSE OF LOW ENROLMENT. WE'RE ONLY A PHONE CALL AWAY. A MINIMUM OF 10 REGISTRANTS IS GENERALLY NEEDED TO HOLD A COURSE.**

## MAIL-IN REGISTRATION FORM

**NOTE — PLEASE CONFIRM BY PHONE AVAILABILITY OF SPACE IN COURSES BEFORE MAILING FEES**

NAME ..... (PRINT) ..... PHONE (HOME) .....

ADDRESS ..... PHONE (WORK) .....

1) ..... course ..... FEE .....

2) ..... course ..... FEE .....

TOTAL: \$ .....

Cheque or money order is payable to Northwest Community College, P.O. Box 1277, Houston, B.C., V0J 1Z0.  
**Please no cash.**

Signature ..... Date .....

# IMPORTANT GENERAL INFORMATION

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## CLASS LIMITS

Most designated courses can only take a limited number of people. Your place in these courses will **ONLY** be held by pre-registration and payment of the fee by the pre-registration date. If you are registering by mail, confirm availability of space in courses with class limits, **BEFORE** mailing in registration fee. **NO REFUND WILL BE MADE AFTER THE PRE-REGISTRATION DATE.**

## FEES

You are encouraged to pre-pay for the course you wish to take. Staff will be available to collect fees at the first class. Courses with "class limits" must be pre-paid to ensure your place. All course fees must be paid no later than the second class. Students are required to present registration receipt to the instructor by this time.

Payment for courses, textbooks or other materials may be made by cash, Visa or MasterCard.

## TUITION REDUCTION

Senior Citizens (aged 65 and over) and registered disabled persons are eligible for tuition-free enrolment in most Northwest College courses on a stand-by basis, provided that space is still available within 24 hours of the commencement of the course. This exemption will not apply to Security or Tool Deposits or to any charges for materials, books and supplies that are levied against other students in the course.

## INCOME TAX

Receipts totalling over \$100.00 are income tax deductible, so keep your fee receipts.

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# PLEASE READ!

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# REFUND & LATE REGISTRATION POLICY

A NO-REFUND POLICY AFTER THE PRE-REGISTRATION DATE IS IMPOSED ON CLASS-LIMIT COURSES. The College reserves the right to change fees without notice, to limit registrations in any program, or to cancel or revise any of the courses listed.

## General Conditions

1. Full refunds will be made only if a course is cancelled by the College or if a student withdraws from a course for medical or bereavement reasons in writing prior to the course start date.
2. Refunds requested prior to the course start date will be assessed an administration charge of \$10.00.
3. There will be no refunds for courses with tuition fees of \$10 or less except for those conditions in General Statement #1.

## Part-Time Courses (Includes all General Interest and Part-Time Vocational Courses)

1. Withdrawal before the second class of a course — 100% of tuition fees less a \$10.00 administration charge.
2. Withdrawal after the second class of a course — NO REFUND.
3. Special registration and refund policies apply to courses labelled as "Designated Courses". (These are all "CLASS LIMIT" courses.) NO REFUNDS will be made after the pre-registration date unless the space can be sold to another student, in which case the withdrawing student will be refunded 100% of the tuition fee less a \$10.00 administration charge.

## Academic

1. A \$10.00 "late registration" charge will be assessed to any student registering after the second class.
2. Withdrawal after second class — 80% of tuition fee less a \$10.00 administration charge.
3. Withdrawal after third class or fourth class — 50% of tuition fee less a \$10.00 administration charge.
4. Withdrawal after fifth class — NO REFUND.

## Vocational (Full-Time)

1. A \$10.00 "late registration" charge will be assessed to any student registering after the first day of classes in a full-time vocational program.
2. Vocational full-time fees are assessed on a calendar month basis, prorated as necessary in the first and last months:  
Entry between: 1st to 15th — 100% of monthly fee  
16th to 23rd — 50% of monthly fee  
24th to 31st — 25% of monthly fee  
Leaving before: 1st to 7th — 25% of monthly fee  
8th to 15th — 50% of monthly fee  
16th to 31st — 100% of monthly fee
3. Refunds on withdrawal before completion date will be 100% of unused tuition (part months prorated as above) less at \$10.00 administration charge. (There will be no administration charge on refunds for students who have completed their program earlier than anticipated when fee payment was made.)

## TERRACE CAMPUS COURSES

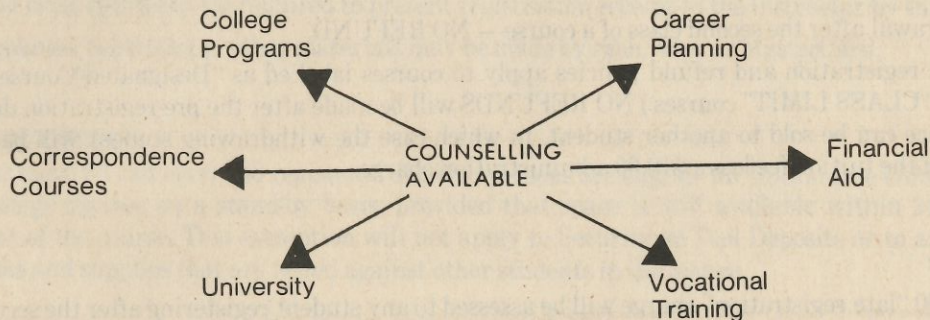
The main campus of Northwest Community College in Terrace offers a full complement of pre-apprentice, apprentice and vocational programs, as well as adult basic education and academic courses. Contact your local College Centre for more information.

## HIGH SCHOOL CORRESPONDENCE COURSES

Sponsored by the Ministry of Education, courses in Grades One to Twelve and some vocational courses. Students pace their own work, but should schedule regular studying time. Cost: \$25.00 per academic course. Useful for adults who cannot attend school regularly and who require specific courses to complete their high school education.

# COUNSELLING

College counsellor Bert Seinen will be available in Smithers one day every week to discuss and advise on the following matters:



**PHONE 845-7266 TO MAKE AN APPOINTMENT**

## FINANCIAL AID

The Smithers Centre has established a limited bursary fund to assist students attending programs on a full- or part-time basis in Smithers. Bursaries are awarded on financial need to cover tuition fee or book costs. Ask for more information at the front office.

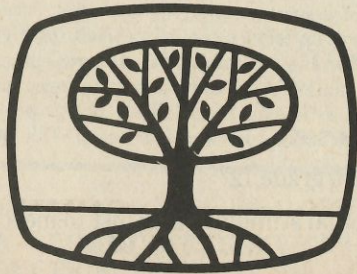
## LEARNING RESOURCE CENTRE

The Smithers Centre has a collection of books, periodicals and other materials designed to help with class-based study and to encourage self study. The Information Bank has a good collection of source documents for students interested in local histories. A typewriter is available for use. **The LRC IS OPEN TO STUDENTS AND INSTRUCTORS.** A wide selection of calendars from colleges and universities across Canada is also available for use at the Centre.

Microfiche reader and catalogues are also available at the College Centre. The catalogues include all resources in the College system. In addition, a B.C. Union catalogue (microfiche) is available. This catalogue includes holdings of other college and university libraries in the B.C. Inter-Library loan system.



# NORTHWEST COMMUNITY COLLEGE TELECOURSES



**KNOWLEDGE  
NETWORK**

*Learn at home*  
**DISTANCE  
LEARNING**

Telecourses are independent study courses which consist of television lessons integrated with texts and a study guide. Some telecourses include personal tutoring by telephone and mail. Consider taking a telecourse in the convenience and comfort of your own home. For information on NWCC telecourses, please call any of the NWCC/KNOW centres listed below.

Education by television can be an exciting and valuable experience. Enrol today in a Northwest Community College telecourse!

## NWCC/KNOW CENTRES

	Telephone Number	Channel		Telephone Number	Channel
Houston	845-7266	12	New Aiyansh	633-2228	—
Smithers	847-4461	12	Stewart	636-2238	13
Hazelton	842-5291	—	Prince Rupert	624-6054	12
Kitwanga	849-5376	10	Haida/Masset	626-3705	2
Kitimat	632-4766	12	Port Clements	559-8471	9
Terrace	635-6511	12	Tasu	556-2211	8
			Queen Charlotte City	559-8471	13

**WATCH FOR ME — THE TELECOURSE TV  
APPEARING BESIDE COURSE TITLES  
... I'M A TELECOURSE!**



# Academic

## DO YOU KNOW ...

- That we offer a variety of first- and second-year university courses?
- That these courses are open to everyone, even if they don't have grade 12?
- That you can take a course for credit, for interest, for intellectual stimulation or just to meet people?
- That we have career-technical programs in Early Childhood Education and Human Service Work which lead to a certificate?
- That we have courses and workshops for women and workers as part of our special programs?
- That we offer diplomas and certificates in arts and science?
- That we offer grade 11 and 12 Science and Math courses for upgrading?

### REFUND POLICY — ACADEMIC (Part-Time)

1. Withdrawal before the second class of a course — 100% of tuition fees less a \$10.00 administration charge.
2. **Withdrawal after the second class of a course — NO REFUND.**
3. Special registration and refund policies apply to courses labelled as "Class Limit Courses". For these courses, NO REFUNDS will be made after the pre-registration date unless the space can be sold to another student, in which case the withdrawing student will be refunded 100% of the tuition fee less a \$10.00 administration charge.

## COURSES IN HOUSTON

### PSYCHOLOGY 101

DATES: Wed., Sept. 7 - Dec. 21      TIME: 7:00 - 10:00 p.m.  
PLACE: Houston Sec. School      FEE: \$46.80 plus text  
SESSIONS: 15

A survey of major findings in psychology with an emphasis on psychological techniques. Selected topics include: scientific inquiry; physiological basis of behaviour; learning theories; communication and memory; thinking, reasoning and creativity. **Pre-register. Pre-pay.**

INSTRUCTOR: Andre Klinger, B.A., M.A.

## COURSES IN SMITHERS

### ECONOMICS 102-3

#### (INTRODUCTORY ECONOMICS)

DATES: Thurs., Sept. 8 - Dec. 22      TIME: 7:00 - 10:00 p.m.  
PLACE: College Centre      FEE: \$46.80 plus text  
SESSIONS: 15

Emphasis on specific economic issues. Topics include those issues pertinent to Canada; a study of wage and price controls, inflation and resource development. **Pre-register. Pre-pay.**

INSTRUCTOR: Peter Weber, M.A. Ph.D.

## GET A START ON A UNIVERSITY EDUCATION OR CAREER TRAINING!

### PRE-REGISTER NOW TO ENSURE YOU HAVE A PLACE

## HUMAN SERVICE WORKER PROGRAM

The Human Service Worker (HSW) Program is directed at those people who wish to obtain training and skills in the social service fields. The program is directed at those HSWs such as home-school co-ordinators, child care workers, teacher aids, etc. In general, anyone interested in learning more about skills in the social services will benefit from this program. Whenever there is sufficient need in a local community and when funds permit, courses are offered throughout the College Region. This semester the following HSW course will be offered in Smithers:

## COURSES IN HAZELTON

### ENGLISH 101 (LITERATURE & COMPOSITION)

DATES: Tues., Sept. 6 - Dec. 20      TIME: 7:00 - 10:00 p.m.  
PLACE: College Centre      FEE: \$46.80 plus text  
SESSIONS: 15

Reading and discussion of modern autobiography, fiction and drama, lectures on grammar and style. Written assignments based on analysis of the literature read, personal experience and subjects of general interest. **Pre-register.**  
INSTRUCTOR: TBA

### HSW 155 — COMMUNITY SERVICES (INTRODUCTION)

DATES: Wed., Sept. 7 - Dec. 21      TIME: 7:00 - 10:00 p.m.  
PLACE: College Centre      FEE: \$46.80 plus text  
SESSION: 15

This course will introduce the student to the range of human services, both private and public, within the community. The development of human services will be examined from the historical context in which they originated and evolved to establish an understanding of the rationale for existing services. It will also look at the ongoing process of change which human services undergo reflecting the changing attitudes and priorities of our society.

**Pre-register. Pre-pay.**

INSTRUCTOR: TBA

### HISTORY 106 (CANADA SINCE THE 1890s)

DATES: Mon., Sept. 12 - Dec. 19      TIME: 1:00 - 4:00 p.m.  
PLACE: Exhibition Centre      FEE: \$46.80 plus text  
SESSIONS: 15

In this course we shall analyze the major themes in more recent developments: economic growth and its impact on society (workers, women and aboriginal people), the problem of foreign ownership and its domestic and international repercussions (from the depression in the 1930s to that of today), nationalism, bi-culturalism and multi-culturalism (in a historical context of cohesion of society and federal-provincial relations). **Pre-register.**

INSTRUCTOR: Gail Emmerson, M.A., B.Ed., T.E.S.L.

**NOTE:** This course is offered as part of the Native Indian Teacher Education Program. Limited spaces are available to part-time students. Inquire at the Hazelton Centre.

### POLITICAL SCIENCE 101 (CANADIAN POLITICS)

DATES: Tues., Sept. 6 - Dec. 20      TIME: 7:00 - 10:00 p.m.  
PLACE: College Centre      FEE: \$46.80 plus text  
SESSIONS: 15

A basic introduction to political science through the study of Canadian government and politics. Part I will concentrate on government and politics at the national level. Topics to be covered include the institutions of parliamentary government, elections and voting behaviour, political parties, ideology and political culture, and sources of political power and conflict. **Pre-register.**

**Pre-pay.**

INSTRUCTOR: Stan Persky, B.A., M.A.

### HSW 164 (BEHAVIOUR MANAGEMENT [ECE 123])

DATES: Mon., Sept. 12 - Dec. 19      TIME: 7:00 - 10:00 p.m.  
PLACE: College Centre      FEE: \$46.80 plus text  
SESSIONS: 15

Students will learn how behaviour is learned and how it can be relearned for effective living. Some basic models of counselling will be studied, with emphasis on the development of a problem-solving model and its specific applications in the social services.

**Pre-register.**

INSTRUCTOR: Kathy Clay



**HAVE YOU PRE-REGISTERED?**

# Vocational/Career-Technical

## REFUND POLICY — VOCATIONAL COURSES (Part-Time)

1. Withdrawals before the second class of a course — 100% of tuition fees less a \$10.00 administration charge.
2. Withdrawal after the second class of a course — NO REFUND.
3. Special registration and refund policies apply to courses labelled as "Class Limit Courses". NO REFUNDS will be made after the pre-registration date unless the space can be sold to another student, in which case the withdrawing student will be refunded 100% of the tuition fee less a \$10.00 administration charge.

### ACCOUNTING 101

DATES: Mon. & Wed.,  
Oct. 3 - Dec. 12

PLACE: Houston Sec. School  
SESSIONS: 20

An introductory course into the fundamentals of bookkeeping. Routine profit and loss, balance sheets and payroll calculations are included. Home assignments required (five to seven hours weekly). Completion of this course carries credit toward a Northwest Community College Business Certificate. **Class limit 16.**

**Pre-registration by Sept. 26 is essential. Pre-pay.**

INSTRUCTOR: Hilda Capak

### EVENING

TIME: 7:30 - 10:00 p.m.  
FEE: \$87.50 plus text

### ACCOUNTING 102

DATES: Mon. & Wed.,  
Oct. 3 - Dec. 12

PLACE: Houston Sec. School  
SESSIONS: 20

An advanced course dealing with cash receipts, cash payments, banking inventory and the full accounting cycle. Home assignments required (five to seven hours weekly). Completion of this course carries credit toward a Northwest Community College Business Certificate. Prerequisites: Accounting 101 or permission of the instructor. **Class limit 16. Pre-registration by Sept. 26 is essential. Pre-pay.**

INSTRUCTOR: Hilda Capak

### EVENING

TIME: 7:30 - 10:00 p.m.  
FEE: \$87.50 plus text



### TYPING 101

DATES: Tues. & Thurs.,  
Sept. 27 - Nov. 24

PLACE: Houston Sec. School  
SESSIONS: 18

Provides instruction for students who have no knowledge of typewriter keyboard. Business letters, tabulations and setups are included in this credit course. Students should have access to a typewriter for practice homework (three to five hours each week). Successful completion carries credit toward a Northwest Community College Business Certificate. Students must supply typing paper. **Class limit 16. Pre-registration before Sept. 12 is essential.**

INSTRUCTOR: Laurel Hutton

### EVENING

TIME: 7:30 - 10:00 p.m.  
FEE: \$78.50 plus text

### AIRBRAKES

DATES: TBA

Prepares drivers for a written and practical test on the operation and maintenance of airbrake systems for either on-highway or off-highway vehicles. Participants will be given proof of course attendance and practical examinations by instructor in order to take the written test at the Motor Vehicle Branch within 30 days from the completion of the course. **Class limit 16. Interested persons, register at the College Centre**

### EVENINGS

### TYPING PRACTICE NIGHT

DATES: Mon.,  
Oct. 3 - Nov. 21

PLACE: Houston Sec. School

For students enrolled in College typing courses. No instruction on this evening. Register your intention to attend practice night at the Houston Secondary School.

TIME: 7:00 - 9:00 p.m.  
FEE: Free

### SAFE USE OF EXPLOSIVES (BEGINNER)

DATE: Sat., Oct. 15  
PLACE: College Centre

SESSIONS: 1

A six-hour workshop with four hours in classroom and two hours field demonstration will identify explosives, their hazards and uses. Will include proper techniques for using explosives, legal requirements and new types of explosives. Provides background materials for those wishing to apply for blasting certificates. A must for stump farmers. **Class limit 10. Pre-registration by Oct. 7 is essential. Pre-pay.**

INSTRUCTOR: Brian Brown

TIME: 10:00 a.m. - 3:00 p.m.  
FEE: \$17.00

### SATURDAY

### SPEEDREADING

DATE: Thurs., Oct. 20  
PLACE: College Centre

SESSIONS: 1

The aim of this seminar is to help you develop the ability to read more quickly with better comprehension. You'll learn to read faster, improve concentration, understand more of what you read. **Class limit 35. Pre-registration and payment before Oct. 7 are essential.**

INSTRUCTOR: Graham Mallet,  
Reading & Communications Consultant

TIME: 9:00 a.m. - 4:00 p.m.  
FEE: \$35.00

### WEEKDAY

## FORECASTING FOR BETTER SMALL BUSINESS

EVENING

DATE: Tues., Oct. 18

TIME: 7:00 - 10:00 p.m.

PLACE: Sr. Sec. School

FEE: \$26.50, includes

SESSIONS: 1

materials

This is a practical course that steers away from complicated mathematical formulas but still helps the owner/manager understand the need for, and gives him/her the tools to develop an accurate forecast. The participant will: learn how to evaluate the business climate; learn what facts one should base forecast on, and plan the future; develop a forecast; receive material to assist them in preparing their own business forecast. **Class limit 30.**

**Pre-registration before Oct. 11 is essential.**

INSTRUCTOR: John Campbell, FBDB



## ADVERTISING & PROMOTING YOUR SMALL BUSINESS

EVENING

DATES: Wed. & Thurs.,  
Nov. 22 & 23

TIME: 7:00 - 10:00 p.m.

PLACE: Sr. Sec. School

FEE: \$47.50, includes

SESSIONS: 2

materials

This course is designed to show participants how to make advertising work for them. It is centred around group discussions, real-life case studies, and supported by true-to-life promotional ideas. The participants will learn: power of promotion; budget — how much money is enough; the message — getting it across; media — selling where the selling is good; getting the most of your advertising \$s; measuring results — how well is the promotion paying off? **Class limit 30. Pre-registration before Nov. 15 is essential.**  
INSTRUCTOR: John Campbell, FBDB



## THE BUSINESS OF MANAGEMENT

For the man or woman who has decided upon a career in business, government or educational management, **THE BUSINESS OF MANAGEMENT** is a valuable introduction to a successful career. It is designed for the managerial candidate who is newly graduated or who has worked but not had formal training in business management. It is intended to provide essential skills in planning and organizing, staffing and directing, controlling, decision making, motivating, communicating, and applying managerial skills to the business organization. Over two years in development and production, this telecourse presents a realistic picture of management in the 1980s. Top management experts throughout the country share their perspectives in the 26 television programs.

SCHEDULE: Tues. & Thurs., 9:00 - 9:30 p.m.

Starting Sept. 14, 1983

Repeats: Sat. & Sun., 7:00 - 7:30 p.m.

Starting Sept. 17, 1983

**Register and purchase texts at your local College Centre.**

## MANAGEMENT SKILLS FOR SUPERVISORS

### KEY FACTS — the program...

- is ninety hours of involving, integrated material.
- is a proven program, tested with over 1,000 British Columbia supervisors.
- is "hands-on" management training that is immediately useful on the job.
- includes role-plays, self-scoring inventories, video/movie case studies, lecturettes, and structured experiences which provide a balanced program.
- includes a re-enforcing module to recap previous learning and share on-the-job experiences.
- is the only supervisory/management program certified by the B.C. Ministry of Education.

- is an integrated three-part program; each part a separate learning experience.

### FEES:

PART I	Interpersonal Skills	\$225.00 (4 days)
PART II	Group Skills	\$225.00 (4 days)
PART III	Administrative skills	\$225.00 (4 days)

Some reimbursement of fees may be possible through Canada Employment. Please contact your local Canada Employment Centre.

Dates will be established once 15 persons are registered for any one part of the program.



# IT'S IMPORTANT TO PRE-REGISTER

THE COURSE YOU WANT MAY BE  
CANCELLED BECAUSE OF LOW ENROLMENT,  
OR MAY ALREADY BE FILLED UP.  
WE'RE ONLY A PHONE CALL AWAY.  
A MINIMUM OF 12 REGISTRANTS IS  
GENERALLY NEEDED TO HOLD A COURSE.



## THE BUSINESS OF MANAGEMENT

For the man or woman who has decided upon a career in business, government or educational management, **THE BUSINESS OF MANAGEMENT** is a valuable introduction to a successful career. It is designed for the managerial candidate who is newly graduated or who has worked but not had formal training in business management. It is intended to provide essential skills in planning and organizing, staffing and directing, controlling, decision-making, motivating, communicating and applying managerial skills to the business organization. Over two years in development and production, this telecourse presents a realistic picture of management in the 1980s. Top management experts throughout the country share their perspectives in the 26 television programs.

**SCHEDULE:** Tues. & Thurs.,  
9:00 - 9:30 p.m.  
Starting Sept. 14, 1983  
Repeats: Sat. & Sun.,  
7:00 - 7:30 p.m.  
Starting Sept. 17, 1983

Register and purchase texts at  
your local College Centre.

## EFFECTIVE SECRETARY

WEEKDAY

**DATE:** Fri., Sept. 30 **TIME:** 9:00 a.m. - 4:30 p.m.  
**PLACE:** College Centre **FEE:** \$35.00 (plus manual)  
**SESSIONS:** 1

In this one-day seminar, secretaries and office assistants will learn the latest in office procedures. Topics include: Correspondence handling systems, postdate and filing systems, manager absence handling, cost-saving on supplies and paper flow analysis. A brief introduction to the uses of word processing systems. The development and use of the Desk Manual for relief purposes, training, orientation of new staff will be presented. **Class limit 25. Pre-registration before Sept. 23 is essential.**

**INSTRUCTOR:** Judy Kelly Consultants.

## PUBLIC SPEAKING

DAYTIME

**DATE:** Sat., Nov. 19 **TIME:** 9:00 a.m. - 4:00 p.m.  
**PLACE:** College Centre **FEE:** \$40.00  
**SESSIONS:** 1

In this fast-paced workshop, you'll learn from an expert the techniques of successful public speakers. Thinking on your feet, improv, presentation and reactions. How to complement your words with the physical message and how to analyze and humour your audience. An additional outline is available at the College Centre. **Class limit 25. Pre-registration before Nov. 10 is essential.**

**INSTRUCTOR:** John Lee Kootnekoff

## NEW AGE MANAGEMENT

WEEKDAY

**DATE:** Fri., Nov. 18 **TIME:** 9:00 a.m. - 4:00 p.m.  
**PLACE:** College Centre **FEE:** \$40.00  
**SESSIONS:** 1

Managing from the "inside-out". "If managers were to learn the principles by which to manage individual growth - if they learned, in effect, to nurture people - they might increase productivity. It is imperative today to understand why people do what they do, and exactly what is going on in a given situation, rather than what we merely perceive or wish to be." People in business situations too often manage each other on the basis of hostile defensiveness and feeling of inferiority. The bottom line in management...is caring. To support people's life process is in the self-interest of business. This shift alone can lead to economic recovery and genuine fulfillment. Topics to be covered include: awareness, communications, image structuring, motivation with dignity, goal setting, time and stress management, relaxation, team unity, and creative thinking and problem solving. **Class limit 25. Pre-registration before Nov. 10 is essential.**

**INSTRUCTOR:** John Lee Kootnekoff

## ABOUT JOHN LEE KOOTNEKOFF...

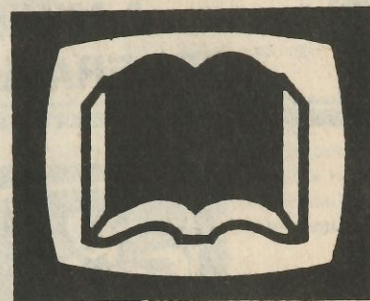
He is a man whose life is punctuated with outstanding achievement and success. A creative innovator and motivator with a Master's Degree in education, he has taught and coached on all levels from elementary school to university for the past 20 years. Known across North America for his strong appeal, John fascinates his audience with his exciting and controversial style. Since starting the Horizon Institute, John has shown thousands of people how to gain fuller co-operation, sharpen their personal effectiveness and generate far greater productivity from themselves and others.

## G.E.D. EXAMINATIONS

Testings will be held at the Houston College Centre December 2 and 3. Applications must be made by November 11 and are available at the College Centre. Basic requirements are that you must be at least 19 years of age; out of school (high school) for at least one full academic year; and satisfy residency standards. Examination fee, payable to the Ministry of Education, is \$10.50

### GRADE 12 EQUIVALENCY PREPARATION

For adults who did not complete secondary school and wish to acquire a Ministry of Education Grade 12 Equivalency Certificate under the General Education Development Program. Adults are required to pass five tests: English Literature, English Grammar, Science, Social Studies and Mathematics. A G.E.D. testing session will be held in Smithers. These classes will help you to prepare for the tests. *You may enrol at any time as space permits.*



### REGISTRATION FEES:

**Full-Time Program:** DATES: Monday to Thursday, September 19 to December 8, 1983  
TIME: 8:30 a.m. to 3:30 p.m.  
FEES: \$30.00 per month or \$120.00 for semester.

**Evening:** DATES: Tuesday and Thursday, October 4 to December 8, 1983  
TIME: 6:30 p.m. to 9:30 p.m.  
FEES: \$10.00 per month or \$30.00 per semester

PLACE: All Upgrading classes are held at the College Centre, Corner of 10th and Poulton.



### GENERAL EDUCATIONAL DEVELOPMENT (G.E.D.)

This series of programs forms a major part of the G.E.D. Test Preparatory Program available in B.C. institutions. They are designed as part of a learning system available within institutions which measure as directly as possible the major generalization, ideas and intellectual skills that are normally gained through 12 years of formal education. If you complete the tests successfully, you will receive a British Columbia Secondary School Equivalency Certificate. Contact the College Centre for more information or refer to the NWCC Calendar.

SCHEDULE: Mon., 10:00 - 11:00 a.m.

Repeats: Thurs., 7:00 - 8:00 p.m.

Register and purchase texts at your local College Centre.



# General Interest Courses

## REFUND POLICY FOR:

- ★ Creative & Home Arts
  - ★ Special Interest
  - ★ All other Designated Courses (CLASS LIMIT)
1. Withdrawals before the second class of a course — 100% of tuition fees less a \$10.00 administration charge.
  2. Withdrawal after the second class of a course — NO REFUND.
  3. Special registration and refund policies apply to courses labelled as "CLASS LIMIT" courses. NO REFUNDS will be made after the **pre-registration date unless the space can be sold to another student** in which case the withdrawing student will be refunded 100% of the tuition fee less a \$10.00 administration charge.
  4. There will be no refunds for courses with tuition fees of \$10.00 or less.

## OPEN LEARNING INSTITUTE

3306 Kalum Street  
THE DOWNTOWN CENTRE

CALL 635-4961 — COLLECT

REGISTRATION  
MAIL DEADLINES  
OCT. 1, DEC. 1, FEB. 1

Study at home with the Open Learning Institute! Now you may get your high school diploma, study toward a university degree, or start a new career program. Complement your College program with home-study courses from OLI!

In Houston, call the OLI Advisor 24 hours per day **collect** at 635-4961, or stop by the College Centre at 3411 10th Street to obtain more information.



## WANT A COURSE?

Don't see the  
courses  
you want?

If sufficient people want a special general-interest course, it can be organized if a suitable instructor can be found.

Call or mail your ideas to:  
**Northwest Community College**

Box 1277,  
Houston, B.C.  
or  
Phone 845-7266

# ENGLISH LANGUAGE TRAINING

INSTRUCTORS: Mary Ann Tierney and Betty Bandstra

**ADULT ENGLISH CLASSES**

成人英語班

**ΑΓΓΛΙΚΑ ΜΑΘΗΜΑΤΑ**

**AIKUISTEN ENGLANNIN LUOKKA**

**CLASAS PARA ADULTOS**

ਦੀਡਮ: ਦਾਮਿ ਮੰਗਰਿਜੀ ਦੀਮਿ ਜਮਾਤ

**COURS D'ANGLAIS POUR ADULTES**

WILT U UW ENGELS VERBETEREN?

Vorresti imparare l'inglese?

英語を習いませんか?

HAT U ZICH DAN NU UOOR LESSEN

Insciviti ora ai corsi

詳細は下記(お問)合せ下さい。

INSCHRIJVEN VOOR VERDERE IN -

Per ulteriori informazioni -

電話 8474461

ICHTINGEN TELEFONEERT U 84 7 4461.

telefona al: 847 4461

您想增進您的

英文嗎?

現在報名中!

詳情

請電 847 4461

کیا آپ اپنی انگریزی

بہتر بنانا چاہیں گے

تو ہمارا نام درج کرنا ہے۔

مزید معلومات کے لیے فون کیجیے۔

847-4461

VOULEZ-VOUS AMÉLIOREZ VOTRE

ANGLAIS? ENRÉGISSTRER

DE SUITE RENSEIGNEMENTS

TEL. 847 4461

WOLLEN SIE IHRE ENGLISCHE

VOCÊ GOSTARIA DE APRENDER

Would you like to learn

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(:INGLÊS ENGLISH) AS AULAS

English? Register now for

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ISTÃO ABERIAS FARA SE

classes. For more infor-

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mation, telephone: 847 4461

# Creative & Home Arts



## CRAFT WORKSHOPS

DATES: Thurs., Oct. 6 - Oct. 27  
 SESSIONS: 1  
 TIME: 9:30 a.m. - 3:00 p.m.  
 FEE: \$7.00 per workshop,  
 plus supplies

The following workshops will teach students the steps of making a variety of interesting crafts suitable for gift-giving. Students may register for one or all the workshops, depending on their interest. Bring a bag lunch. **Class limit 12. Pre-register and pre-pay one week in advance.**

Eguary ..... Oct. 6  
 Gooney Birds ..... Oct. 13  
 Soft Sculpture ..... Oct. 20  
 Kitchen Witches ..... Oct. 27

INSTRUCTOR: Leah Rutherford

## APPLIED SKETCHING TECHNIQUES



Reviews fundamental elements of freehand drawing and art, introduces the more advanced techniques and concepts, and helps the student develop the ability to progress to more difficult and more interesting forms of drawing. The course is produced as a sequel to the telecourse FREEHAND SKETCHING, but is designed so previous art experience is not necessary or required.

SCHEDULE: Tues. & Thurs., 11:00 - 11:30 a.m.

Starting Sept. 13, 1983

Repeats: Sat. & Sun., 2:30 - 3:00 p.m.

Starting Sept. 17, 1983

Register and purchase texts at your local College Centre.

## FASHION DESIGN

DATES: Wed., Sept. 7 - Sept. 28  
 PLACE: College Centre  
 EVENING  
 TIME: 7:00 - 10:00 p.m.  
 FEE: \$27.00

This course will cover an exploration of ethnic garments and their adaptability to hand-woven fabric. It will also include a discussion of surface design and its placement, choice of yarn and weaves, using the loom to best advantage, and weaving to shape. **Class limit 12. Pre-registration by Sept. 17 is essential. Pre-pay.**

INSTRUCTOR: Helen Mardiste

## GIFTS FOR CHRISTMAS

DATES: Tues., Oct. 11 - Nov. 1  
 PLACE: College Centre  
 SESSIONS: 4  
 MORNING  
 TIME: 9:30 - 11:30 a.m.  
 FEE: \$10.00 plus materials

Fill your Christmas gift list with gifts you've created yourself. Ideas, assistance and some patterns will be provided. Students to provide their own materials. **Class limit 12. Pre-registration by Oct. 4 is essential. Pre-pay.**

## GIFTS FOR CHRISTMAS

DATES: Tues., Nov. 8 - Nov. 29  
 PLACE: College Centre  
 SESSIONS: 4  
 MORNING  
 TIME: 9:30 - 11:30 a.m.  
 FEE: \$10.00 plus materials

Fill your Christmas gift list with gifts you've created yourself. Ideas, assistance and some patterns will be provided. Students to provide their own material. **Class limit 12. Pre-registration by Nov. 1 is essential. Pre-pay.**

INSTRUCTOR: Leah Rutherford

## POTTERY

DATES: Tues., Oct. 25 - Dec. 13  
 PLACE: College Centre  
 SESSIONS: 8  
 MORNING  
 TIME: 9:30 a.m. - 12:30 p.m.  
 FEE: \$30.00 plus materials

This course is designed for the student who has had no experience working on a pottery wheel and wishes to learn the basics of wheel throwing. Course fee does not include kiln fees. **Class limit 10. Pre-registration by Oct. 11 is essential. Pre-pay.**

INSTRUCTOR: Helen Ludditt



## POTTERY

DATES: Tues., Oct. 25 - Dec. 13  
 PLACE: College Centre  
 SESSIONS: 8  
 EVENING  
 TIME: 7:00 - 10:00 p.m.  
 FEE: \$30.00 plus materials

This course is designed for the student who has had no experience working on a pottery wheel and wishes to learn the basic of wheel throwing. Course fee does not include kiln fees. **Class limit 10.**

**Pre-registration by Oct. 11 is essential. Pre-pay.**

INSTRUCTOR: Helen Ludditt

## PATTERN MAKING

DATES: Wed., Oct. 5 - Dec. 7  
 PLACE: College Centre  
 SESSIONS: 10  
 MORNING  
 TIME: 9:30 - 11:30 a.m.  
 FEE: \$26.00 plus supplies

Using the sloper method, students will make a basic fitting shell, and then will learn to adapt this pattern to different styles, e.g. sleeves, collars, skirts. **Class limit 12. Pre-registration by Sept. 28 is essential. Pre-pay.**

INSTRUCTOR: Margaret Palfy

## HAND TAILORING

DATES: Thurs., Oct. 6 - Dec. 8  
PLACE: Houston Sec. School  
SESSIONS: 10

Students will learn the steps of making a blazer-style jacket of wool or linen fabric. Some home handwork is necessary. **Class limit 10. Pre-registration by Sept. 29 is essential. Pre-pay.**

INSTRUCTOR: Margaret Palfy

EVENING

TIME: 7:30 - 10:00 p.m.  
FEE: \$26.00 plus materials

## SELF-IMPROVEMENT

DATES: Wed., Oct. 5 - Oct. 26  
PLACE: Houston Sec. School  
SESSIONS: 4

This course will touch on hair and skin care, your personality and how to co-ordinate colours best suited for you. Draping and make-up application will be included. Teens welcome. **Class limit 12. Pre-registration by Sept. 28 is essential. Pre-pay.**

INSTRUCTOR: Judy Daye

EVENING

TIME: 7:00 - 9:30 p.m.  
FEE: \$14.00

## QUILTMaking (BEGINNERS)

Dates: Wed., Oct. 26 - Nov. 30  
plus 1 Sat.

PLACE: Houston Sec. School  
SESSIONS: 7

Course includes preparation of templates, construction of blocks, quilting techniques and use of frames. **Class limit 12. Pre-registration by Oct. 19 is essential. Pre-pay.**

INSTRUCTOR: Gwen Ellis

EVENING

TIME: 7:00 - 9:30 p.m. Wed.,  
9:00 a.m. - 4:00 p.m. Sat.

FEE: \$38.00 plus materials

## SELF-IMPROVEMENT

DATE: Sat., Oct. 15  
PLACE: College Centre  
SESSION: 1

This course will touch on hair and skin care, your personality and how to co-ordinate colours best suited for you. Draping and make-up application will be included. Bring a lunch. Teens welcome. **Class limit 12. Pre-registration before Oct. 8 is essential. Pre-pay.**

INSTRUCTOR: Judy Daye

DAYTIME

TIME: 10:00 a.m. - 4:00 p.m.  
FEE: \$10.00

## CHINESE COOKING

DATES: Wed., Oct. 5 - Oct. 26  
PLACE: Houston Sec. School  
SESSIONS: 4

A very popular course in this type of Oriental cooking! Very little fat is used in the cooking process, most food is steamed. Learn to make a variety of interesting dishes. Course costs include ingredients (except meat). **Class limit 18. Pre-registration by Sept. 28 is essential. Pre-pay.**

INSTRUCTOR: Dina Carnie

EVENING

TIME: 7:00 - 9:00 p.m.  
FEE: \$35.00 plus supplies

## MICROWAVE COOKING

DATES: Wed., Nov. 16 - Nov. 30  
PLACE: Houston Sec. School  
SESSIONS: 3

Students will learn helpful tips and hints, as well as the dos and don'ts of basic microwave cookery. Some simple demonstrations and a discussion on buying your first microwave to suit your needs will be included. **Class limit 16. Pre-registration by Nov. 8 is essential.**

INSTRUCTOR: Sherry Westgarde

EVENING

TIME: 7:00 - 9:00 p.m.  
FEE: \$8.00 plus supplies



## NEEDLECRAFT

Focuses on eight of the most basic, popular and practical skills: knitting, crochet, needlepoint, embroidery, smocking, quilting, sewing and rugmaking. The telecourse is not only for beginning needleworkers, it can also be useful for those who have already acquired some needlework background but who wish to enhance their needlecraft skills. The course can prove helpful to those students who are experts in some of the crafts but who wish to discover and develop skills in other areas of needlecraft.

SCHEDULE: Tues. & Thurs., 9:30 - 10:00 p.m.

Starting Sept. 13, 1983

Repeats: Wed. & Fri., 10:30 - 11:00 a.m.

Starting Sept. 14, 1983

Register and purchase texts at your local College Centre.





## SEWING POWER

A television course in wardrobe management and clothing construction which introduces the concepts, vocabulary, tools, materials and skills normally covered in introductory sewing. In addition, SEWING POWER is designed to provide students with creative skills in wardrobe analysis and planning, as well as techniques for fabrication and fit. Its primary goal is to enable students to build and integrate for themselves a wardrobe that is both unique and appropriate to their personal lifestyles.

SCHEDULE: Mon. & Wed., 9:30 - 10:00 p.m.

Starting Sept. 12, 1983

Repeats: Tues. & Thurs., 10:30 - 11:00 a.m.

Starting Sept. 13, 1983

Register and purchase texts at your local College Centre.



### FABRIC PICTURE FRAMES

DAYTIME

DATE: Thurs., Nov. 24

TIME: 9:30 a.m. - 2:30 p.m.

PLACE: College Centre

FEE: \$8.00 plus supplies

SESSIONS: 1

Students will learn the art of producing picture frames made from fabric and trimmed with lace. An ideal Christmas gift. Students will be able to complete two frames in this session. Bring a lunch. **Class limit 12. Pre-registration by Nov. 18 is essential.**

**Pre-pay.**

INSTRUCTOR: Helen Ludditt

### FABRIC PICTURE FRAMES

DAYTIME

DATE: Sat., Nov. 26

TIME: 9:30 a.m. - 12:30 p.m.

PLACE: College Centre

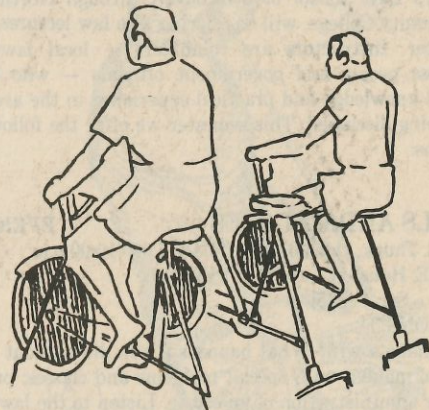
FEE: \$5.00 plus supplies

SESSIONS: 1

Students will learn the art of producing picture frames made from fabric and trimmed with lace. An ideal Christmas gift. Students will be able to complete one frame in this session. **Class limit 12. Pre-registration by Nov. 18 is essential. Pre-pay.**

INSTRUCTOR: Helen Ludditt

## For Seniors



### FITNESS FOR 60-PLUS

AFTERNOON

DATES: Tues. & Thurs.,

TIME: 10:00 a.m. - 12:00 noon

Sept. 6 - Dec. 22

FEE: Free

PLACE: Cottonwood Manor

Designed with seniors in mind, this course fulfills the desire for enjoyment as well as benefit in an exercise program. Come join your friends, and stay healthy too!

CO-ORDINATOR: Pat Schindel

### FILMS FOR SENIORS

The first Thursday of every month at Cottonwood Manor, 2:00 - 3:00 or 3:30 p.m. All seniors are welcome. Travel - documentaries, golden oldies.

**HAVE YOU  
PRE-REGISTERED?**

# Special Interest

## WOODWORKING

DATES: Wed., Oct. 5 - Dec. 14  
PLACE: Houston Sec. School  
SESSIONS: 12

## EVENING

TIME: 7:00 - 10:00 p.m.  
FEE: \$44.00

An informal woodwork course using hand and power tools to produce small projects. Students should plan to work on an item which is portable as there is no facility for project storage between sessions. Instruction and assistance will be given on an individual basis. Students will bring their own materials, but some hardwood may be available for purchase at the High School. **Class limit 16. Pre-registration by Sept. 28 is essential. Pre-pay.**  
INSTRUCTOR: Keith Hines

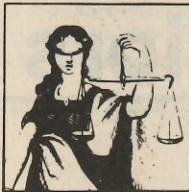
## SIGN LANGUAGE

DATES: Mon., Sept. 26 - Dec. 12  
PLACE: Houston Sec. School  
SESSIONS: 10

## EVENING

TIME: 7:00 - 9:00 p.m.  
FEE: \$25.00

This course is for beginners who wish to learn the basics of total communication with the deaf. **Class limit 12. Pre-registration by Sept. 19 is essential.**  
INSTRUCTOR: Sherry Westgarde



## Vancouver People's Law School

People's Law School of Vancouver, through Northwest Community College, will be offering free law lectures this semester. Instructors are volunteers — local lawyers, business people and government officials — who have special knowledge and practical experience in the area of law being discussed. This semester we offer the following sessions:

### WILLS AND ESTATES

### EVENING

DATE: Thurs., Oct. 20  
PLACE: Houston Sec. School

TIME: 7:00 - 10:00 p.m.  
FEE: Free

SESSIONS: 1

Why make a will? What happens if you die without one? How to make a will; special problems and classes; probate or administration of an estate. Listen to the law and the implications for you and your family. Information booklet provided. **Limited registration of 16. Pre-registration by Oct. 13 is essential.**  
INSTRUCTOR: TBA

### TEENS, COPS & COURTS

### EVENING

DATE: Thurs., Nov. 17  
PLACE: Houston Sec. School

TIME: 7:00 p.m.  
FEE: Free

SESSIONS: 1

This course covers the role and powers of the police, legal rights of juveniles, drinking, drugs and driving, juvenile court, trial process, consequences if found guilty, and the "Young Offenders Act".

**Limited registration of 16. Pre-registration by Nov. 10 is essential.**  
INSTRUCTOR: TBA

## NUCLEAR WASTE MANAGEMENT

### EVENING

DATE: Fri., Oct. 7

TIME: 7:00 - 10:00 p.m.

PLACE: College Centre

FEE: \$5.00

SESSIONS: 1

What are radioactive wastes and how are they managed at present? What are the future plans for disposal of nuclear wastes and what are the potential impacts? A film will be shown which addresses these issues. **Class limit 20. Pre-registration by Sept. 30 is essential. Pre-pay.**

INSTRUCTOR: Metro Dmytrio,

Atomic Energy of Canada Ltd.



## BABYSITTERS' TRAINING

DATES: TBA

This approved safety course includes discussion on how to care for and entertain children at various stages of development, fire safety, personal safety, first aid and accident prevention. Instruction will be by various local community agencies, to include Fire Department and RCMP. Student must be at least 12 years old. **Please register your interest.**

## PHOTOGRAPHY

DATES: Tues., Oct. 4 - Nov. 22

PLACE: College Centre

SESSIONS: 8

This non-credit eight-week course will cover the basics of colour photography from cameras, film and accessory selection to indoor and outdoor shooting and film comparison. No prerequisites necessary. Upon successful completion of a written exam, students may register for the intermediate and darkroom sessions to follow. **Class limit 20. Pre-registration by Sept. 27 is essential.**

**Pre-pay.**

INSTRUCTOR: Brad Stephenson

## EVENING

TIME: 7:00 - 9:00 p.m.

FEE: \$28.00 plus film & text



## THE GROWING YEARS

A course in child development created as an integrated instructional system to present the interplay of biological factors in human interaction, social structure, and cultural forces in the growing child. The world of childhood and adolescence and the factors that influence the development will be of interest to parents, teachers, social workers and the general public.

SCHEDULE: Mon. & Wed., 6:00 - 6:30 p.m.

Starting Sept. 12, 1983

Repeats: Sat. & Sun., 12:00 noon - 1:00 p.m.

Starting Sept. 17, 1983

Register and purchase texts at your local College Centre.

## CPR (CARDIOPULMONARY RESUSCITATION)

Over 700,000 people die every year from heart attacks, the number-one health problem of the Western World. Many of these deaths could have been prevented by swift and knowledgeable application of CPR techniques to restore breathing and heartbeats.

The Heartsaver course (4 hours) is a prerequisite for Basic II (8 hours) and covers factors which help and hurt our hearts; signs and symptoms of heart attack and choking. Techniques for managing conscious and unconscious persons who are choking, and one-person CPR. For further schedule details, contact the College Centre.

Register your interest at the Houston College Centre. Classes for Heartsaver and Basic II will be set up once there is minimum enrolment.



## SAFE WOODBURNING APPLIANCE INSTALLATION

DATE: Wed., Oct. 5

PLACE: Houston Sec. School

SESSIONS: 1

Topics to be discussed in this course include the installation of woodburning stoves and heaters. Zero clearance fireplaces, free-standing fireplaces, airtight heaters and fireplace inserts. Safety standards, the CMHC national and local code requirements explained. Handout materials will be available. **Class limit 16. Pre-registration by Sept. 28 is essential. Pre-pay.**

INSTRUCTORS: Frank Czirfusz and Rick Van Rhyn

## EVENING

TIME: 7:30 - 10:00 p.m.

FEE: \$2.00

## DANCERSIZE

DATES: Mon. & Wed.,

Sept. 12 - Dec. 14

PLACE: Twain Sullivan Gym

SESSIONS: 24

This is a fun program designed to shape, tone and invigorate. Includes specific warmup techniques such as stretching and strengthening exercises, visual imagery, and musical accompaniments. Bring a skipping rope and wear loose-fitting clothes. **Class limit 35. Pre-registration by Sept. 7 is essential. Pre-pay.**

INSTRUCTOR: Charie Hanson

## EVENING

TIME: 7:00 - 8:00 p.m.

FEE: \$27.00

## TIME OUT FOR WOMEN



Northwest Community College is pleased to co-sponsor the following courses with Pat Schindel from Homemakers' Service and Goldie Secord from Health and Human Resources.

DATES: Mon. & Thurs., Sept. 8 - Dec. 22

TIME: 10:00 a.m. - 12:00 noon

PLACE: Community Hall

FEE: Free

Held every Monday and Thursday morning from 10:00 a.m. to 12:00 noon downstairs in the Community Hall, Room 103, for moms, Room 106 for free babysitting. Interesting guest speakers are scheduled once a week, usually on Mondays. Discussions are held on a variety of topics, and small handicraft projects are taught.

CO-ORDINATOR: Goldie Secord

# Creative & Home Crafts

## EXPLORING ART

EVENING

DATES: Wed., Sept. 28 - Nov. 30 TIME: 7:00 - 10:00 p.m.  
PLACE: Chandler Park School FEE: \$50.00 plus supplies  
SESSIONS: 10

Bring your own ideas to draw and paint (watercolours) in an informal studio atmosphere. Individual instruction. Films of general art interest will augment this workshop. For those with some art experience. **Class limit 12. Pre-registration before Sept. 21 is essential.**

INSTRUCTOR: Pat Hunter

## OIL PAINTING

EVENING

DATES: Wed., Sept. 21 - Nov. 23 TIME: 7:30 - 10:00 p.m.  
PLACE: Sr. Sec. School FEE: \$30.00 plus materials  
SESSIONS: 10

This course will emphasize the fundamental processes involved in painting with oils. A variety of subject matter will be explored; still-life, figure, portrait, abstract. The elements of form, line, shape, value, texture and colour will be presented. Slides will be used to introduce and supplement this course. Beginners and those with some experience will find this course useful. **Class limit 15. Pre-registration before Sept. 14 is essential.**

INSTRUCTOR: Jackson Hirota



## APPLIED SKETCHING TECHNIQUES

Review fundamental elements of freehand drawing and art, introduces the more advanced techniques and concepts, and helps the student develop the ability to progress to more difficult and more interesting forms of drawing. The course is produced as a sequel to the telecourse FREEHAND SKETCHING, but is designed so previous art experience is not necessary or required.

SCHEDULE: Tues. & Thurs., 11:00 - 11:30 a.m.

Starting Sept. 13, 1983

Repeats: Sat. & Sun., 2:30 - 3:00 p.m.

Starting Sept. 17, 1983

Register and purchase texts at your local College Centre.

## QUILTMaking (BEGINNERS)

EVENING

DATES: Mon., Oct. 17 - Dec. 5 TIME: 7:00 - 9:30 p.m.  
PLACE: Sr. Sec. School FEE: \$28.00  
SESSION: 8

Course includes preparation of templates, construction of blocks, quilting techniques and use of frames. **Class limit 15. Pre-registration before Oct. 10 is essential.**

INSTRUCTOR: Gwen Ellis

## CREATIVE DRAWING & PAINTING (WATERCOLOURS)

EVENING

DATES: Thurs., Sept. 29 - Dec. 1 TIME: 7:00 - 10:00 p.m.  
PLACE: Chandler Park School FEE: \$45.00 plus materials  
SESSIONS: 10

Explore the basic techniques of perspective, composition, colour, leading through to a more creative approach to drawing and painting. List of materials needed is available at the College Centre. **Class limit 14. Pre-registration before Sept. 22 is essential.**

INSTRUCTOR: Pat Hunter



## SEWING POWER

A television course in wardrobe management and clothing construction which introduces the concepts, vocabulary, tools, materials and skills normally covered in introductory sewing. In addition, SEWING POWER is designed to provide students with creative skills in wardrobe analysis and planning, as well as techniques for fabrication and fit. Its primary goal is to enable students to build and integrate for themselves a wardrobe that is both unique and appropriate to their personal lifestyles.

SCHEDULE: Mon. & Wed., 9:30 - 10:00 p.m.

Starting Sept. 12, 1983

Repeats: Tues. & Thurs., 10:30 - 11:00 a.m.

Starting Sept. 13, 1983

Register and purchase texts at your local College Centre.

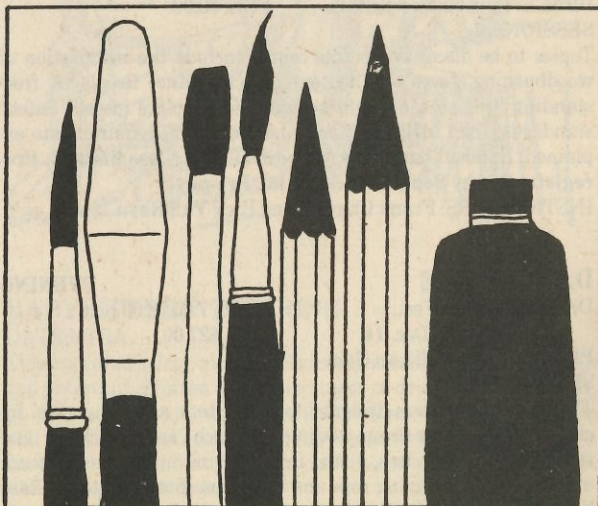
## HANDBUILDING WITH CLAY

EVENING

DATES: Mon., Sept. 26 - Dec. 5 TIME: 7:30 - 10:00 p.m.  
PLACE: College Centre FEE: \$35.00 plus clay  
SESSIONS: 10

For those who enjoy using their hands to create. Learn to use clay for functional, decorative or sculptural effect. Pinch, coil, slab, draping techniques will be explored. **Class limit 15. Pre-registration before Sept. 19 is essential.**

INSTRUCTOR: Tenley Dahlie





# Full-Time Vocational Programs (Terrace Campus)

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## TRAINING ACCESS PROGRAM (TRAC)

(This program replaces some programs formerly known as pre-apprenticeship and pre-employment training programs.)

The Training Access Program (TRAC) is an innovative approach to trades training. TRAC provides students with an exposure to the knowledge and skills common to all the various trade specialties within the program before they are required to select a specific training specialty. Furthermore, TRAC is designed on a modular basis which allows students to move through the program from one level to the next. Continuous entry into the program on a 12-month basis is a further feature of this program. A wait-list system is established whereby students are contacted in advance of their anticipated start date.

This program consists of three levels of training.

Each level of training is divided into modules. Each module contains a group of skills. The skills are presented in self-paced learning packages that students will work through at their own individual rate. A realistic time frame will be maintained.

Audio-visual materials with practical assignments supervised by qualified trades persons have been developed.

Students who have had previous training and experience may challenge tests and assignments, and if successful, may move through the program more quickly.

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### 1. LEVEL I — Common Core (approximately 2-3 months)

This level provides students with the necessary skills and knowledge which are common to all trade areas. Competency in common core skills and knowledge must be demonstrated before a student can proceed to one of the occupational core areas which should suit the student's interest and aptitude.

### 2. LEVEL II — Occupational Core (approximately 2 months)

The second level deals with more specialized skills and knowledge which are common to the following six occupational cores.

A student can select one of the following six options:

- Carpentry
- Electrical
- Mechanics
- Metal Fabrication
- Millwright/Machinist
- Piping

Competency in the skill and knowledge in an occupational core is required before moving on to the third level of training — the level of specialty.

### 3. LEVEL III — Specialty Training (approximately 2 months)

Each of the six occupational cores is divided into several trade specializations. These specialty programs provide the specialized knowledge and skills necessary to become employable at an entry level in a trade area. At the third level of training, a student will select the specialty within the occupational core that was completed at Level II.

## Description of TRAC Programs Offered at Northwest College — Terrace Campus Only

	OCCUPATIONAL CORE	SPECIALTY
<b>COMMON CORE</b> (approx. 2 - 3 mos.)	<b>MECHANICS</b> (approx. 2 mos.)	<b>Automotive</b> (approx. 2 mos.)
		<b>Marine Engine Repair</b> (approx. 2 mos.)
		<b>Small Engine Repair</b> (approx. 2 mos.)
		<b>Heavy Duty Mechanic</b> (approx. 2 - 3 mos.)
	<b>CARPENTRY</b> (approx. 2 mos.)	<b>Carpentry</b> (approx. 2 mos.)

### COMMON CORE

**Common Core:** Is designed as an initial training program in approximately 20 trades.

**Prerequisite:** 1) Grade 10 or equivalent (BTSD Level III)  
2) Successful completion of an English or Math pre-test

**Length:** Approximately 2 - 3 months  
**Dates:** Continuous intake

### OCCUPATIONAL CORE

**Mechanics Occupational Core:** This program is designed for students wishing to enter one of the following specialties: automotive mechanics, autobody, marine and small engine repair, or heavy duty mechanics.

**Prerequisite:** Completion of Common Core  
**Length:** Approximately 2 months  
**Dates:** Continuous intake when training spaces are available

**Carpentry Occupational Core:** This program is designed for students wishing to enter the carpentry, benchwork or joinery specialties.

**Prerequisite:** Completion of Common Core  
**Length:** Approximately 2 months  
**Dates:** Continuous intake when training spaces are available

### TRAC SPECIALTIES

**Automotive Repair Specialty:** This program is designed to prepare students for employment in the automotive repair trade.

**Prerequisite:** Completion of Mechanics Occupational Core  
**Length:** Approximately 2 months  
**Dates:** Continuous intake when training spaces are available

**Marine & Small Engine Repair Specialty:** This program is designed to prepare students for employment in the marine and small engine repair trade.

**Prerequisite:** Completion of Mechanics Occupational Core  
**Length:** Approximately 2 months  
**Dates:** Continuous intake when training spaces are available

**Heavy Duty Mechanic Specialty:** This specialty prepares students for employment in the heavy duty repair trade.

**Prerequisite:** Completion of Mechanics Occupational Core  
**Length:** 2 - 3 months  
**Dates:** Continuous intake when training spaces are available

**Carpentry Specialty:** This program is designed to prepare students for employment in the carpentry trade.

**Prerequisite:** Completion of Carpentry Occupational Core  
**Length:** Approximately 2 months  
**Dates:** Continuous intake commencing October 1983

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The following full-time programs are offered in Terrace. Pick up a copy of the Terrace Calendar for full details.

- MODULAR WELDING (Continuous Intake)
- ELECTRONICS TECHNICIAN
- PROFESSIONAL COOK TRAINING (Continuous Intake)
- BUSINESS EDUCATION PROGRAMS:
  - BUSINESS CAREERS (Continuous Intake)
  - BUSINESS ADMINISTRATION
- MARINE SKILLS PROGRAM: For more information about Marine Programs, see the Terrace Calendar or contact Captain Ben West at 627-7598 (Prince Rupert).
- MARINE CORE PROGRAM
- SELF-STUDY CERTIFICATE PREPARATION
- BASIC NAVIGATION