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'83



**SMITHERS
NORTHWEST COMMUNITY COLLEGE
847-4461**

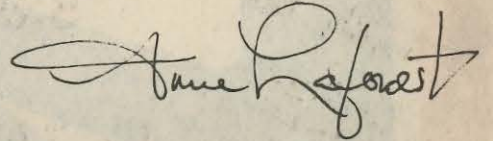
IT'S NEVER TOO LATE TO LEARN

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

Support Your Community College — Register Today



GIANT REGISTRATION DAY

**THURSDAY, SEPTEMBER 8
8:30 A.M. to 8:00 P.M.**

(Closed 5:00 to 6:30 p.m.)

**AT THE COLLEGE CENTRE
1070 MAIN STREET**

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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FULL-TIME VOCATIONAL PROGRAMS

REGISTRATION

You may register for a day or evening class:

IN PERSON

At the College Centre
1070 Main Street
(Corner of Main and Alfred)

OFFICE AND LEARNING RESOURCE CENTRE HOURS

Days — 8:30 a.m. to 4:15 p.m.
Monday to Friday
Open 12:00 noon to 1:00 p.m.

Evenings — 7:00 p.m. to 9:00 p.m.
Monday to Thursday

Saturdays — 8:30 a.m. to 11:30 a.m.
847-4461

TELEPHONE

BY MAIL

A registration form is attached

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 3606, Smithers, B.C., V0J 2N0.
Please no cash.

Signature Date

IMPORTANT GENERAL INFORMATION

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.

PLEASE READ!

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

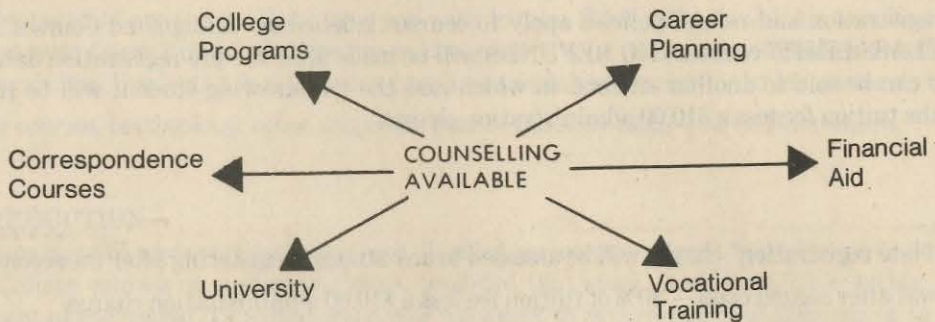
The main campus of Northwest Community College in Terrace offers a full complement of pre-apprentice, apprentice and vocational programs, as well as adult basic education and academic courses. Contact your local College Centre for more information.

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: 847-4461 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. 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". 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 SMITHERS

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.

ECONOMICS 102-3 (INTRODUCTORY ECONOMICS)

DATES: Thurs., Sept. 6 - 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

COURSES IN HAZELTON

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 services 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:

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
SESSIONS: 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

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

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
SESSION: 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.

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.

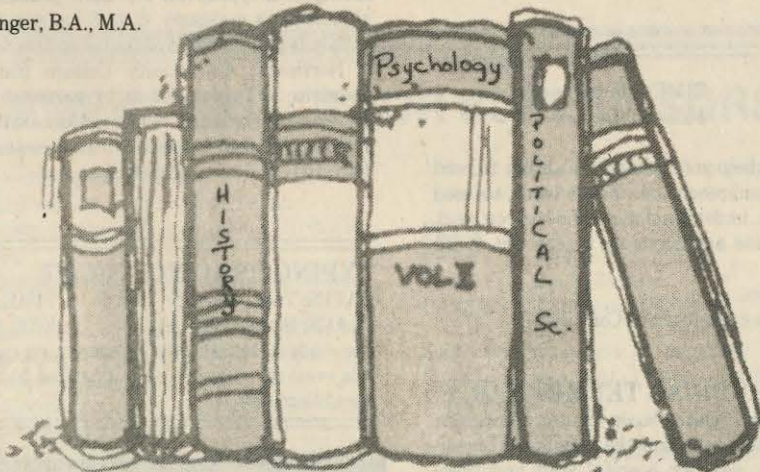
HSW 164 (BEHAVIOUR MANAGEMENT [ECE 123])

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.

BLUEPRINT READING (FOR WELDERS & FITTERS)

EVENING

DATES: Tues. & Thurs.,
Oct. 4 - Nov. 3

TIME: 7:30 - 9:30 p.m.

FEE: \$30.00 plus materials

PLACE: College Centre

SESSIONS: 10

The Blueprint Reading for Welders and Fitters is equivalent to the RK#2 module of the Registered Welder Program ("C" level) and will introduce the trainee to the basis of blueprint reading and the proper interpretation of welding symbols. This is a theory course with individualized instructional materials. **Class limit 16. Pre-registration before Sept. 27 is essential.**

16. Pre-registration before Sept. 27 is essential.

INSTRUCTOR: TBA

AIRBRAKES

EVENING

DATES, TIME, PLACE & FEE: 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 examination 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. Pre-register. Pre-pay.** Interested persons should register at the College Centre. (Minimum 12 required.)

SPEEDREADING

WEEKDAY

DATE: Fri., Oct. 21

TIME: 9:00 a.m. - 4:00 p.m.

PLACE: College Centre

FEE: \$35.00

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

INTRODUCTION TO MEDICAL TERMINOLOGY

Learn medical terminology and related basic anatomy. Prefixes, suffixes and roots which combine to form the language of medicine will be covered. Course ideal for hospital staff and those working in a medical environment (e.g. doctor's office or health unit), as well as anyone thinking about a career in the health field. **Class limit 16. A class will be set up once there is sufficient enrolment.**

INSTRUCTOR: Anne Pickard

TYPING 101 (KEYBOARD & BASIC TYPING SKILLS)

EVENING

DATES: Mon. & Thurs.,

TIME: 7:00 - 9:30 p.m.

Sept. 19 - Nov. 21

PLACE: Sr. Sec. School

FEE: \$78.75 plus text &
workbook

SESSIONS: 18

Provides instruction for students who have no knowledge of typewriter keyboard. Business letters, tabulations and set-up are included in this credit course. Students should have access to a typewriter for practice homework (3 to 5 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: Georgina Groat

TYPING 102 (ADVANCED TYPING SKILLS)

EVENING

DATES: Wed., Sept. 21 - Dec. 7

TIME: 7:00 - 9:30 p.m.

PLACE: Sr. Sec. School

FEE: \$52.50 plus text &
workbook

SESSIONS: 12

Students progress through a series of assignments designed to improve speed with accuracy and master typing of letters, forms, reports, tables and other business communication. The availability of a typewriter for home practice and completion of assignments is necessary, (3 to 5 hours each week). Students must supply typing paper. Successful completion carries credit toward a Northwest Community College Business Certificate. **Pre-requisite is Typing 101 or by permission of the instructor.** Interviews will be set up by the College Centre office. **Class limit 16. Pre-registration before Sept. 14 is essential.**

INSTRUCTOR: Georgina Groat

TYPING PRACTICE NIGHT

DATES: Tues., Sept. 27 - Dec. 6

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

PLACE: Sr. Sec. School

FEE: Free

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

**HAVE YOU
PRE-REGISTERED?**

ACCOUNTING 101

DATES: Mon. & Wed.,
Sept. 26 - Dec. 5

PLACE: College Centre

SESSIONS: 20

An introductory course into the fundamentals of bookkeeping. Routine profit and loss, balance sheets and payroll calculation are included. Home assignments required (5 to 7 hours weekly). Completion of this course carries credit toward a Northwest Community College Business Certificate. **Class limit 16. Pre-registration before September 19 is mandatory.**

INSTRUCTOR: TBA

EVENING

TIME: 7:00 - 9:30 p.m.

FEE: \$87.50 plus text

ACCOUNTING 102

DATES: Tues. & Thurs.,
Sept. 27 - Dec. 6

SESSIONS: 20

An advanced course dealing with cash receipts, cash payments, banking, inventory and the full accounting cycle. Home assignments required (5 to 7 hours weekly). Completion of this course carries credit toward a Northwest Community College Business Certificate. **Prerequisite: Accounting 101 or permission of the instructor. Class limit 16. Pre-registration before Sept. 20 is essential.**

INSTRUCTOR: Sharon Lamb

EVENING

TIME: 7:00 - 9:30 p.m.

FEE: \$87.50 plus text

ADVERTISING AND PROMOTING YOUR SMALL BUSINESS

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

PLACE: Sr. Sec. School

SESSIONS: 2

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 selling is good; getting the most of your advertising \$s; measuring results — how well the promotion is paying off. **Class limit 30. Pre-registration before Nov. 15 is essential.**

INSTRUCTOR: John Campbell, FBDB

EVENING

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

FEE: \$47.50

FORECASTING FOR BETTER SMALL BUSINESS

DATE: Tues., Oct. 18

PLACE: Sr. Sec. School

SESSIONS: 1

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

EVENING

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

FEE: \$26.50

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.

ACCOUNTING 150 (FUNDAMENTALS OF FINANCIAL ACCOUNTING)

DATES: Mon. & Wed.,
Sept. 26 - Nov. 30

PLACE: Sr. Sec. School

SESSIONS: 20

Accounting 150 is concerned with basic methodology and logic; recording transactions and maintaining books of account for service and merchandising concerns; preparation and interpretation of financial statements; recording, reconciling and valuation of cash, accounts receivable, inventory and plant and equipment. Preparation of payroll records. This course, in combination with Accounting 151, carries transfer credit to CGA, RIA programs. While some class time is allotted for assignments, students should expect 6 to 8 hours' homework time in addition to class time. **Class limit 16. Pre-registration before Sept. 20 is essential.**

INSTRUCTOR: Jane Sacharoff

EVENING

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

FEE: \$105.00 plus text

COMPUTER COURSES

INTRODUCTION TO COMPUTERS EVENING

DATES: Tues., Sept. 20 - Nov. 22 TIME: 7:00 - 9:30 p.m.
PLACE: Muheim School FEE: \$45.00 plus text
SESSIONS: 10

The aim of this course is to give participants a thorough understanding of the principles of computing. Learn about the power and usefulness of these machines. Topics to be presented include basic functions of computers, a short history, business and home applications. This course will be of particular interest to office workers and small business. Participants will be given "hands on" practice throughout the course, which will also be supplemented with video presentations. **Class limit 12. Pre-registration before Sept. 13 is essential.**

INSTRUCTOR: Len Archer

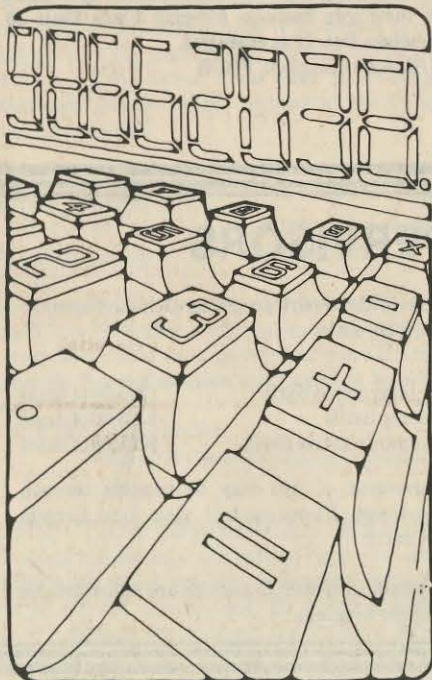
KEYBOARD SKILLS EVENING

DATES: Tues. & Thurs., TIME: 7:00 - 9:00 p.m.
Sept. 27 - Oct. 27 FEE: \$35.00

PLACE: College Centre
SESSIONS: 10

Learn and develop keyboard skills necessary in the operation of microcomputers. Touch operation of both alphabetical and numeric keyboards will be presented. Ideal for those who have little or no typing knowledge. Typewriters and calculators will be used for classroom work. Hands-on computer time will be available toward the end of the program. **Class limit 14. Pre-registration before Sept. 20 is essential.**

INSTRUCTOR: Bev Davidson



COMPUTER ACCOUNTING EVENING

DATES: Fri. & Sat., TIME: 9:00 a.m. - 4:00 p.m.
Nov. 25/26, FEE: \$175.00
Dec. 2/3, Dec. 9/10

PLACE: College Centre
SESSIONS: 6

Course includes a review of accounting principles, an introduction to a microcomputer, and the development of a bookkeeping system which includes a General Ledger component and an Accounts Receivable component. This course provides direct computer use. Learn how to:

- correct data entry errors
- keep monthly, quarterly and year-to-year payroll earnings for every employee
- make backup discs for safekeeping
- analyze account activity for one account or more, at any time
- plus much more

Visit the College Centre for more details. This is a hands-on course. **Pre-registration before Nov. 18 is essential.**

INSTRUCTOR: Len Archer



COMPUTERS IN AGRICULTURE WEEKEND

This workshop is designed to acquaint agrologists, farmers, ranchers and others with the languages, operation and uses of microcomputers as a farm management tool. It provides an opportunity to learn the basics of this new, fast-growing technology which is quickly becoming an integral factor for successful farm management operations. Presentations by exhibitors of computers and software will be on hand. **Register your interest at the College Centre. Once 20 persons have registered, the course will be set up.** Approximate cost \$25. Program will be co-sponsored with the University of British Columbia, Faculty of Agricultural Sciences.

INTRODUCTION TO PERSONAL COMPUTERS

DATE: Available starting FEE: \$125.00 plus refundable
Sept. 6, 1983 deposit of \$75.00 (certified cheque or money order)

Each student receives a complete microcomputer course package which includes a print package of course materials, a TRS-80 colour computer. This course provides a "hands-on" introduction to computers. The TRS-80 hooks up to any home television and enables students to learn introductory computer programming. Participants will be required to provide their own cassette recorder (small portable variety) and cassette, for a six-week period. Three units are available in Smithers. **Register your interest. First come, first served.**

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, improves, 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.

Adult Basic Education

Admission daily, as space permits.

Northwest Community College offers a variety of programs designed to upgrade adult learners. Our courses make it possible for adults to achieve their personal goals, whatever they may be — learning to read and write, entry into a trades training program, general upgrading or high school equivalency. Whatever the case may be, we offer the following programs:

1. Basic Training for Skills Development (BTSD)
2. General Education Development (GED)
3. English as a Second Language
4. Community Living Skills

REFUNDS (Vocational Full-Time)

1. 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

2. Refunds on withdrawal before completion will be 100% of unused tuition (part months prorated as above) less a \$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.)

BASIC TRAINING FOR SKILLS DEVELOPMENT (BTSD)/UPGRADING

INSTRUCTOR: Sheryl Smale

MORNINGS, AFTERNOONS, EVENINGS

Would you like to improve your math, English or science? Would you like a specialized course in reading, spelling or report writing? Would you like to gain entrance to trade or vocational training? If your answer is yes to any of the above questions, then this is the course for you. Each student begins at his own level and works at his own speed. The instructor will design a program with each student to suit individual needs. College certificates are awarded for successful completion of Level II, Level III and Level IV. *You may enrol at any time as space permits.*

REQUIREMENTS FOR ADMISSION TO UPGRADING

Applicants must have been away from the public school system (high school) for at least one year. They must be capable of concentrated independent study. Admission is subject to additional criteria. Details available at the College Centre. Preference is given to adult learners.

NOTE: Limited Canada Manpower Sponsorship is Available. Contact the CEIC Office.

SHIFT WORKERS

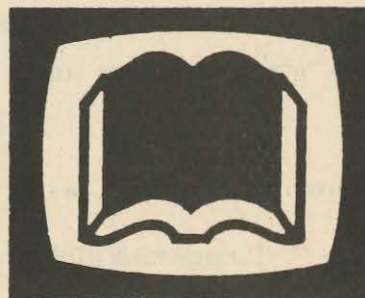
May alternate between day and evening Upgrading classes to suit work schedules.

G.E.D. EXAMINATIONS

Testings will be held at the Smithers College Centre December 9 and 10. Applications must be made by November 18 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 Friday, September 6 to December 23, 1983
TIME: 9:00 a.m. to 4:00 p.m.
FEES: \$30.00 per month or \$120.00 for semester

Part-Time Program:

Daytime: DATES: Mornings or Afternoons,
Monday to Friday, September 6 to December 23, 1983
TIME: 9:00 a.m. to 12:00 noon **or** 1:00 to 4:00 p.m.
FEES: \$15.00 per month or \$60.00 for semester

Evening: DATES: Tuesday and Thursday, October 4 to December 8, 1983
TIME: 7:00 to 10:00 p.m.
FEES: \$10.00 per month or \$30.00 per semester

PLACE: All Upgrading classes are held at the College Centre, 1070 Main Street.

GENERAL EDUCATION 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 generalizations, 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.

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

दोड़मः दामः मंत्रिनी सीमा समाज

COURS D'ANGLAIS POUR ADULTES

WILT U UW ENGELS VERBETEREN?

Vorresti imparare l'inglese?

英語を習いませんか?

MAAKT U ZICH DAN NU UOOR LESSEN

Insciviti ora ai corsi

詳細の下記にお問合せ下さい。

INSCHRIJVEN. VOOR VERDERE IN-

Per ulteriori informazioni -

電話 8474461

RICHTINGEN TELEFONEERT U 84 74461.

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 ہاں نام درج کروائیے۔

مزید معلومات کے لیے فون کیجیے۔

847-4461

VOULEZ-VOUS AMÉLIOREZ VOTRE

ANGLAIS? ENRÉGRISTRER

DE SUITE RENSEIGNEMENTS

TÉL. 847 4461

WOLLEN SIE IHRE ENGLISCHE

VOCÊ GOSTARIA DE APRENDER

Would you like to learn

SPRACHE VERBESSERN?

(INGLÊS ENGLISH) AS AULAS

English? Register now for

KLASSEN VERZEICHNIS

ISTÃO ABERTAS FARA SE

classes. For more infor-

UND ANMELDUNG TEL.

847 4461

REJISTAR, PARA MAIS ENFARMAÇOIS.

mation, telephone: 847 4461

Spoken and written English for beginners and advanced students. All persons for whom English is a second language are welcome. Learn to speak English fluently. Reading and writing skills are also taught. **ADULTS MAY ATTEND MORNING, AFTERNOON OR EVENING CLASSES AS FOLLOWS:**

Full-Time Program: DATES: Monday to Thursday, October 3 to December 15, 1983
TIME: 9:00 a.m. to 4:00 p.m.
FEES: \$30.00 per month

Part-Time Program:

Daytime: DATES: Mornings or Afternoons,
Monday to Thursday, October 3 to December 15, 1983
TIME: 9:00 a.m. to 12:00 noon or 1:00 to 4:00 p.m.
FEES: \$15.00 per month

Evening: DATES: Wednesdays, October 5 to December 7, 1983
TIME: 7:30 to 9:30 p.m.
FEES: \$10.00 for 3 months

PLACE: All English Language Training classes are held at the College Centre, 1070 Main Street.



If you know someone who could benefit from this course, please pass the word along. Volunteer tutors are welcome in this program. Interested persons, please contact the College Centre.

HAVE YOU PRE-REGISTERED?

SPECIAL EDUCATION

COMMUNITY LIVING SKILLS

This program promotes growth in the ability of individuals to become more self-reliant in the community. In addition to academic training in basic mathematics and the more practical needs of job readiness preparation, the program provides for the opportunity to develop social skills and an awareness of leisure possibilities, students enjoy an enriched quality of life and obtain an outlet and forum for the sharing and working through of life problems.

Specific subjects presented are:

- Basic Reading & Math
- Survival Reading
- Money Management
- Leisure Choices
- Core Social Skills through Group Discussion

Class is limited to 12 participants

DATES: Wed. & Sat., Oct. 5 - Dec. 10

TIME: 7:00 - 9:00 p.m. & 9:00 a.m. - 12:00 noon (Sat.)

PLACE: College Centre

ADMISSION: Agency referral upon interview & assessment by the instructor

FEE: \$15.00 for semester

INSTRUCTOR: Ian Crawford

STUDENTS WITH SPECIAL NEEDS

Any student or potential student who feels he or she may need assistance for any disability is encouraged to contact the Co-ordinator at the College Centre. If you would like to discuss program ideas, contact the Adult Special Education Co-ordinator, Bob Phillips, by telephoning 635-6511 (Terrace) or write Northwest Community College at Box 726, Terrace, B.C., V8G 4C2. Are you interested in being part of an action group for special education needs? If yes, contact Bob Phillips in Terrace at 635-6511 or the College Centre in Smithers.



BE WISE! DON'T DELAY!

SIGN UP AT THE

GIANT REGISTRATION

Thursday, Sept. 8, 1983 — 8:30 a.m. to 8:00 p.m.

(Closed 5:00 p.m. to 6:30 p.m.)

Smithers College Centre
1070 Main Street

Community Action Workshops

How to organize volunteer energy and make something good happen is the prime target of the Community Action workshops. The workshops will take a practical self-help approach and focus on three areas of discussion. All volunteers, co-ordinators of volunteers, board members and groups, as well as any interested persons, are encouraged to participate in one or all of the workshops.

WORKSHOP LEADER:

Roy Crowe, Director of the Voluntary Action Resource Centre in Vancouver, has developed programs with volunteers in the areas of health, recreation and low-income housing, in the government, private and non-profit sector. He has successfully raised funds from three levels of government, corporations and foundations, and is actively marketing VARC's products and services.

RECRUITING & MOTIVATING VOLUNTEERS

DATE: Thurs., Oct. 20

PLACE: College Centre.

Objective of the workshop: To develop an understanding of why people volunteer and how this information can be used to create a responsive volunteer program. To explore ways of attracting people to a volunteer program. **Participants will** understand volunteer motivation, what volunteers are looking for and how programs can meet these needs. Know what the elements of an effective volunteer program are. Have several new ideas on recruiting volunteers that they can implement. **Class limit 30.**

DEVELOPING A DYNAMIC BOARD

DATE: Fri., Oct. 21

PLACE: Hudson Bay Lodge

Objective of the workshop: To stimulate creative thinking about participants' own board involvement. To introduce ideas and skills which will help participants meet confidently the challenge of working with their boards. The morning session will examine the role of the board of directors; explore the responsibilities of board members as individuals; outline the uses and contents of a board manual; provide a format for a board member's job description; help participants develop a strategy for recruiting new board members. The afternoon session will clarify the functions of creating policy and implementing it; examine ways of delegating responsibility and monitoring progress; explore the factors leading to a good board/staff relationship. Create an awareness of good communications in an organization. **Class limit 30.**

NO FREE LUNCH (A Fund-raising Workshop)

DATE: Sat., Oct. 22

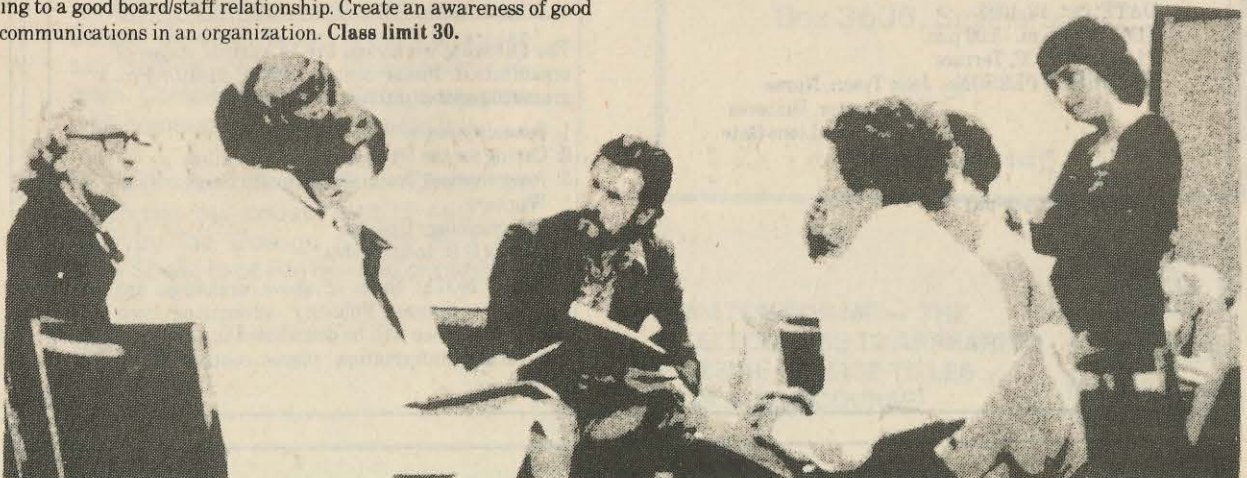
PLACE: Hudson Bay Lodge

Objective of the workshop: To stimulate creative planning that will link the appropriate means to the accomplishment of an organization's goals. To identify the organizational processes necessary to set realistic goals and to develop the resources to meet those goals. To examine trends among funding organizations (governments, foundations, service clubs, United Ways, corporations). To explore potential of marketing in the voluntary sector. **Participants will learn** what funding organizations are looking for and what they expect in return for their help. Identify their organizations' strengths and weaknesses in relation to fund-raising. Share experiences of short-term fund-raising projects and events. Assess the "marketing potential" of their organization's products and services. Review the planning process and learn new goal-setting techniques related to their fund-raising. Develop action steps to strengthen the resource development process in their organization. **Class limit 30.**

FEE: \$28.00 per workshop or \$75.00 for all three.

Pre-registration before Oct. 12 is essential.

TIME: 9:00 a.m. - 4:00 p.m.



HEALTH CONTINUING EDUCATION

NWCC offers a service of organizing and delivering continuing education programs for health/human service professionals in all communities in the College region. Preventive health programs for the general public are also offered. To access this service, please contact Emily Rozee, Co-ordinator, Health Continuing Education, 635-6511.

Programs confirmed for the fall include:

WORKING WITH GROUPS

A one-day workshop for cross-system professionals and private agency staff and volunteers.

DATE: Sept. 8, 1983

TIME: 10:00 a.m. - 6:00 p.m.

PLACE: Prince Rupert

RESOURCE PERSON: Dr. Larry Shulman,
M.S.W. Ed. D., UBC

FEE: \$30.00

This workshop will focus on the dynamics of small groups and the skills required to lead them.

Pre-registration required by Sept. 1, 1983.

ADVANCED CARDIAC LIFE SUPPORT

This course provides the essentials of cardiac life support, according to the standards set by the American Heart Association and the Canadian Heart Association.

DATE: Oct. 22 & 23

TIME: 9:00 a.m. - 5:00 p.m.

PLACE: NWCC, Prince Rupert

RESOURCE PERSONS: Dr. Paul Zickler plus
medical team from the
Justice Institute

FEE: \$225.00

Prerequisite: Current certification in CPR.

Pre-registration required.

MATURITY-ONSET DIABETES

This course is intended for health-care personnel who work with the adult diabetic. However, diabetics and relatives are welcome.

DATE: Oct. 13, 1983

TIME: 9:00 a.m. - 5:00 p.m.

PLACE: NWCC, Terrace

RESOURCE PERSON: Jean Tyson, Nurse-
Co-ordinator, Diabetes
Day Centre, Lions Gate
Hospital

FEE: \$24.00

Pre-register, pre-pay.

ASSESSMENT & MANAGEMENT OF NORMAL LABOUR AND ASSESSMENT & MANAGEMENT OF THE HIGH-RISK MOTHER

DATE: Thursday, Oct. 27, 1983

TIME: 9:00 a.m. - 5:00 p.m.

PLACE: NWCC, Terrace

RESOURCE PERSON: Elizabeth Erb, BSc.N.,
Midwife

FEE: \$35.00

This workshop is intended for health professionals who care for the mother-to-be antepartum, postpartum, or in a labour or delivery room, case room or emergency room, etc.

COUNSELLING THE DEPRESSED CLIENT

This one-day workshop will cover intervention strategies in dealing with the depressed client, effects on the family, helping family members deal with depression, use of drugs in treating depression, etc.

DATE: Thurs., Oct. 6

PLACE: Smithers

RESOURCE PERSON: Dr. Peter McLean,
Department of
Psychiatry, UBC

FEE: \$30.00

Pre-registration required two weeks in advance.

TARGET GROUP: Health and social service professionals, including Homemakers, home care nurses, public health FSWs, mental health nurses, etc.

The following workshops are in various stages of organization. Please contact NWCC Health Programs to register interest.

1. Sexuality in the '80s
2. Caring for the Dying and Their Families
3. Assertiveness Training for Health Care Workers
4. Pharmacology Update
5. Care of O.R. Instruments

PLEASE NOTE: Dates of above workshops are subject to change. Publicity advertising each specific workshop will be distributed in early fall. For further information, please contact Emily Rozee.

General Interest Courses

REFUND POLICY FOR:

- ★ Creative & Home Arts
- ★ Special Interest
- ★ Fun & Fitness
- ★ 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 Smithers, call the OLI Advisor 24 hours per day **collect** at 635-4961, or stop by the College Centre at 1070 Main Street to obtain more information.



WANT A COURSE?

Don't see the courses you want?

If 12 people want a special course, it can be organized if a suitable instructor can be found.

Call or mail your ideas to:
Continuing Education Services
Box 3606, Smithers, B.C.

or

Phone 847-4461

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



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.

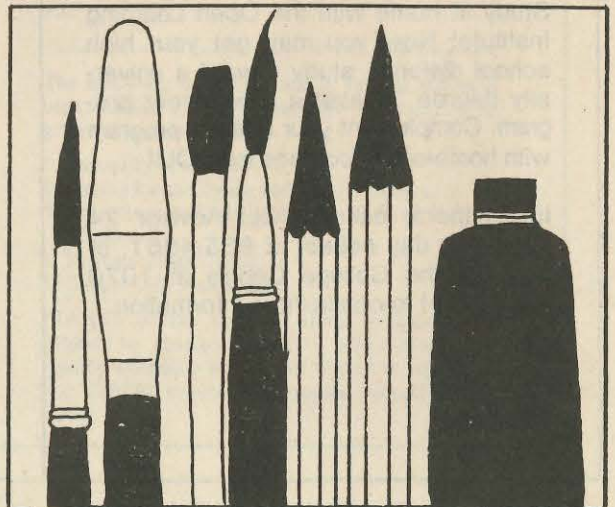
HANDBUILDING WITH CLAY

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



STAINED GLASS (BEGINNERS) DAY/WEEKEND

DATES: Sat. & Sun.,
Oct. 22 & 23
TIME: 9:00 a.m. - 5:00 p.m.
FEE: \$30.00 plus materials

PLACE: College Centre
SESSIONS: 2

Learn the technique of stained glass assembly. This workshop will see each participant assemble a 12"x12" copper foil flat panel. This course will include glass selection, glass cutting, use of foil, soldering, finishing the panel, cleaning. All tools will be supplied for the course. Material costs will be approximately \$35.00 per person. **Class limit 10. Pre-registration before Oct. 20 is essential. Pre-pay.**

INSTRUCTOR: Wray Parsons



STAINED GLASS (ADVANCED) DAY/WEEKEND

DATES: Sat. & Sun.,
Nov. 5 & 6
TIME: 9:00 a.m. - 5:00 p.m.
FEE: \$35.00 plus materials

SESSIONS: 2

For those with stained glass experience. Each student will produce a 24-piece terrarium about 8" in diameter and 19" high. Add some beauty to your home. **Class limit 10. Pre-registration before Oct. 28 is essential. Pre-pay.**

INSTRUCTOR: Wray Parsons

SPINNING (BEGINNERS) EVENING

DATES: Thurs., Sept. 22 & 29;
Sat., Sept. 17
TIME: 7:30 - 10:00 p.m.
9:00 a.m. - 3:00 p.m.
(Sat.)

PLACE: Thurs., Sr. Sec. School;
Sat., College Centre

SESSIONS: 3
FEE: \$25.00 plus \$10.00 for
wool. Spinning wheels
supplied

Learn to spin with wool. Course includes preparation of fleece for spinning. A variety of techniques will be presented to work with different types of wool. **Class limit 8. Pre-registration by Sept. 9 is essential. Pre-pay.**

INSTRUCTOR: Sheila Peters

SPINNING (ADVANCED)

DATES: Thurs., Oct. 13 & 20
Sat., Oct. 8
TIME: 7:30 - 10:00 p.m.,
9:00 a.m. - 3:00 p.m.
(Sat.)

PLACE: Thurs., Sr. Sec. School;
Sat., College Centre

FEE: \$25.00 plus \$10.00 for
wool. Spinning wheels
included

For those with some spinning knowledge. Learn to spin a variety of fibres such as silk, linen, cotton. Instructor will be able to help with individual spinning problems. **Class limit 8. Pre-registration by Sept. 30 is essential. Pre-pay.**

INSTRUCTOR: Sheila Peters

CHRISTMAS ARRANGEMENTS EVENING

DATES: Tues., Oct. 18 - Nov. 15
PLACE: Sr. Sec. School
TIME: 7:00 - 10:00 p.m.
FEE: \$20.00 plus materials

SESSIONS: 5

Learn to create beautiful arrangements for Christmas that will enhance your home at this special time of the year. A variety of arrangements will be learned to include the design and construction of a Christmas wreath. **Class limit 12. Pre-registration by Oct. 11 is essential. Pre-pay.**

INSTRUCTOR: Sharon VanderWiel

CHRISTMAS DELIGHTS EVENING

DATES: Wed., Nov. 9 - Nov. 23
PLACE: Sr. Sec. School
TIME: 6:30 - 9:30 p.m.
FEE: \$16.00, most materials
included

No other season depends so much of tradition as Christmas. For most families, it would be unthinkable not to include certain recipes that mean Christmas. In this course you'll try some of the more traditional baking like shortbread, mince pies, plus a few new ideas. **Class limit 15. Pre-registration before Nov. 2 is essential. Pre-pay.**

INSTRUCTOR: Lise Karelis

CAKE DECORATING EVENING

DATES: Tues., Sept. 27 - Nov. 1
PLACE: Sr. Sec. School
TIME: 7:00 - 9:30 p.m.
FEE: \$34.00 plus materials

SESSIONS: 6

A practical course in decorating cakes for special events. Supplies included. Student must purchase simple tools. **Class limit 14. Pre-registration before Sept. 20 is essential. Pre-pay.**

INSTRUCTOR: Linda Anderlini

**BORED,
BORED,
BORED?**

Why don't you learn a new skill and meet new people in an adult class? Pre-register today at the College Centre, 1070 Main Street.



No smoking in College classrooms or classrooms of public schools.

BREADMAKING

DATES: Wed., Oct. 5 - Oct. 26

PLACE: Sr. Sec. School

SESSIONS: 4

Homemade bread! It makes all of us think of the special aroma that spreads through the house where you make it. In this course, you will learn how to make different breads with yeast and sour-dough and try the richer doughs for buns, cakes and pastries. **Class limit 14. Pre-registration before Sept. 28 is essential.**

INSTRUCTOR: Lise Karelis



NEEDLECRAFT

KNOWLEDGE NETWORK

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.

INTERIOR DESIGN

This course is designed to assist the homemaker to plan his or her residence by applying the basic principles of visual design. Co-ordinated colour, effective lighting, space planning, furniture layout, textural combinations and lineal influences will be among the principles discussed. Effective application of these principles in your home will assure you a distinctive result. **Register your interest at the College Centre. Once 15 persons are registered, a course will be set up.**

INSTRUCTOR: Lise Karelis

EVENING

TIME: 6:30 - 9:30 p.m.

FEE: \$18.00 plus supplies

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.

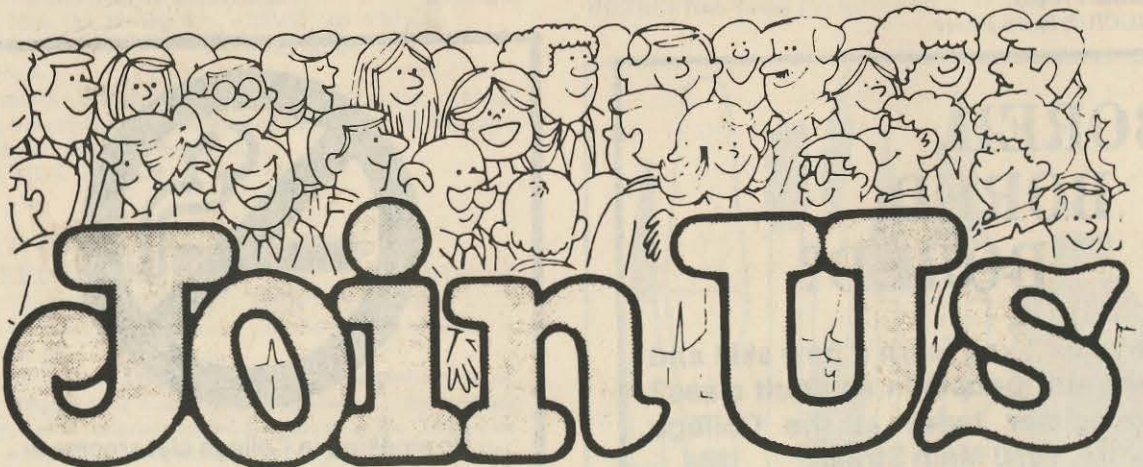
Call or mail your ideas to:
Northwest Community College

Box 3606

Smithers, B.C.

or

Phone 847-4461



NORTHWEST COMMUNITY COLLEGE IS PLEASED TO CO-SPONSOR THE FOLLOWING TOP-CALIBRE WORKSHOP IN SMITHERS. ENROLMENT IS LIMITED, SO REGISTER EARLY.

THROWING OF FUNCTIONAL FORMS

DATES: Sat. & Sun., Oct. 15 & 16

TIME: 9:00 a.m. - 4:30 p.m.

PLACE: College Centre

FEE: \$35.00 plus materials

SESSIONS: 2

Join this talented potter and ceramist for a weekend of throwing of functional pottery pieces. **Pre-registration by Oct. 12 is essential. Class limit 12.**

ABOUT THE ARTIST...

Walter Dexter was born and educated in Alberta; he is well known as a teacher and studio potter. He has taught ceramics at the Kootenay School of Art, Vancouver Community College and the University of Saskatoon and Malaspina College. His work has been honoured in both Canadian and international exhibitions, and won a silver medal at the International Ceramics Exhibition in Prague.

★ ★ SMITHERS: WATCH FOR THE EMILY CARR PRINTMOBILE ★ ★ COMING TO OUR TOWN THIS SPRING '84

OTHER EMILY CARR COLLEGE OF ART AND DESIGN WORKSHOPS...

HAZELTON:

Ingrid Yuille
5-Day Photography Residency
Oct. 17 - 22

TERRACE:

Alex Waterhouse-Hayward
Weekend Workshop in Photography
Oct. 29 - 30

KITIMAT:

Sally Gregson
Weekend Workshop for Painters in Colour
Oct. 14 - 16

Judith Foster
Weekend Workshop in Printmaking
(monoprint) Nov. 18 - 20

PRINCE RUPERT:

Tom Irving
Weekend Workshop in Wheel-Throwing
(pottery) Oct. 22 - 23

STEWART:

George Norris
Weekend Workshop in Design
(3-dimensional)
Sept. 24 - 25



Special Interest

C.O.R.E. (CONSERVATION & OUTDOOR RECREATION EDUCATION) EVENING

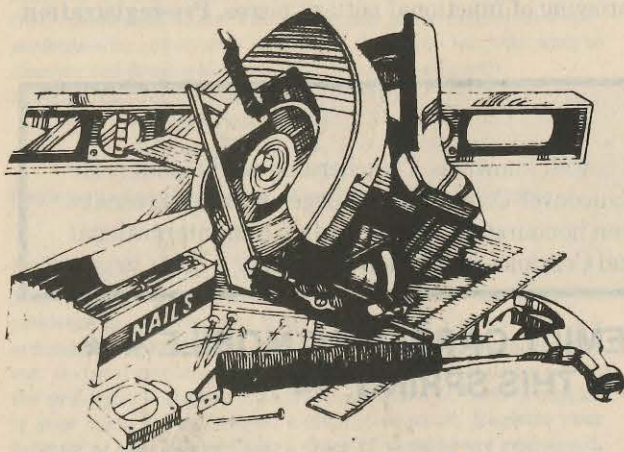
DATES: Mon. & Thurs., TIME: 7:00 - 9:30 p.m.
Sept. 19 - Oct. 17 FEE: \$25.00

PLACE: Sr. Sec. School

SESSIONS: 9

Developed by the B.C. Fish and Wildlife Branch, this course, successfully completed, qualifies applicants for their first hunting licence and will also be of interest to hikers and other outdoor recreationists. It includes ecology, outdoor ethics, gun handling and hunter safety, regulations, animal and bird identification, fresh-water fish, survival and first aid. **Class limit 20. Pre-registration before Sept. 12 is essential.**

INSTRUCTOR: Les Cox



SAFE INSTALLATION & USE OF YOUR WOODBURNING APPLIANCE EVENING

DATE: Mon., Sept. 26 TIME: 7:00 - 10:00 p.m.
PLACE: College Centre FEE: \$5.00

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 are explained. Handout materials will be available. **Class limit 15. Pre-registration before Sept. 19 is essential.**

INSTRUCTOR: Harry Haywood

BASIC HOUSEWIRING EVENING

DATES: Tues. & Thurs., TIME: 7:00 - 9:30 p.m.
Sept. 27 - Oct. 13 FEE: \$23.00

PLACE: Sr. Sec. School

SESSIONS: 6

Based on the simplified Electrical Code for residential wiring. Learn basic theory and technique. Ideal for the home handyman or part-time builder. **Class limit 20. Pre-registration before Sept. 20 is essential.**

INSTRUCTOR: Alan Pickard

TRAPPERS' EDUCATION

WEEKEND

DATES: Fri., Sat., Sun., TIME: Fri., 7:00 - 10:00 p.m.;
Oct. 28 - 30 Sat. & Sun.,

PLACE: College Centre 9:00 a.m. - 4:00 p.m.

SESSIONS: 3 FEE: \$75.00

The B.C. Trappers' Association, in co-operation with Northwest Community College, will offer an intensive three-day course in trapping. It is now mandatory to have a B.C. Trapper's Licence. Successful completion of this course qualifies you for a licence as well as skills in techniques, tools and procedures of humane trapping. **Class limit 16. Pre-registration before Oct. 21 is essential. Pre-pay.**

INSTRUCTOR: Otto Lindstrom

FURNITURE BUILDING (BEGINNERS) EVENING

DATES: Wed., Sept. 28 - Nov. 30 TIME: 7:00 - 10:00 p.m.

PLACE: Sr. Sec. School FEE: \$40.00 plus materials

SESSIONS: 10

Learn to use the table saw and other woodshop power tools by constructing one of three projects. Arrangement for materials and supplies will be made during the first class. **Class limit 14. Pre-registration before Sept. 21 is essential.**

INSTRUCTOR: Robert Bond

DEFENSIVE DRIVING EVENING

DATES: Mon., Sept. 19 - Oct. 11 TIME: 7:00 - 9:30 p.m.

PLACE: Sr. Sec. School FEE: \$18.00

SESSIONS: 4

A must for all licensed drivers and those about to apply for their first licence. Learn to drive defensively, cope with adverse road conditions and avoid accidents caused by other drivers' mistakes. Canada Safety Course approved by B.C. Motor Vehicle Branch. DDC Certificate awarded upon successful completion. Expert instructor trains annually at performance driving school in Germany. Teenagers welcome. **Class limit 20. Pre-registration before Sept. 12 is essential.**

INSTRUCTOR: Don Beddows

KNOW YOUR ANTIQUES EVENING

EVENING

DATE: Wed., Oct. 19 (tentative) TIME: TBA

PLACE: TBA FEE: TBA

What is an "antique"? What should you look for when buying an antique? Mixing old and new. Used furniture versus purchase of a genuine antique. This plus much more will be covered in a one-evening workshop. Time for questions and answers. **Class limit 25. Register your interest at the College Centre before Oct. 7.**

INSTRUCTOR: TBA

HAVE YOU PRE-REGISTERED?

NUCLEAR WASTE MANAGEMENT

DAY/WEEKEND

DATE: Sat., Oct. 8 TIME: 9:30 a.m. - 12:00 noon
PLACE: College Centre FEE: \$5.00
SESSIONS: 1

Waste management. 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? The film which addresses these issues is "Nuclear Fuel Waste Disposal: Planning for Tomorrow". **Co-sponsored with Atomic Energy of Canada. Class limit 12. Pre-registration before Oct. 1 is essential.**
INSTRUCTOR: Metro Dmytrio,
Atomic Energy of Canada



Vancouver People's Law School

People's Law School of Vancouver, through Northwest Community College, will be offering a free law lecture 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.

PURCHASING YOUR HOME EVENING

DATE: Thurs., Nov. 3 TIME: 7:00 - 10:00 p.m.
PLACE: Sr. Sec. School FEE: Free
SESSIONS: 1

This workshop will discuss types of home ownership, real estate agents, interim agreements, other documents, the Land Title System. Plenty of time for questions and answers. **Class limit 30. Pre-registration before Oct. 26 is essential.**

INSTRUCTOR: TBA

MORTGAGES — RENEWAL & FORECLOSURE EVENING

DATE: Thurs., Oct. 20 TIME: 7:00 - 10:00 p.m.
PLACE: Sr. Sec. School FEE: Free
SESSIONS: 1

Everything you always wanted to know about mortgages. What is a mortgage; types of mortgages; how interest is calculated; terms you should know; appraisals; mortgage renewals, refinancing and foreclosures. Foreclosure from the point of view of the owner and the lender; defences against foreclosure actions; cost involved; ways of paying off the mortgage. **Class limit 30. Pre-registration before Oct. 13 is essential.**

INSTRUCTOR: TBA

FRENCH (CONVERSATIONAL) EVENING

DATES: Mon., Sept. 26 - Dec. 5 TIME: 7:30 - 9:30 p.m.
PLACE: Sr. Sec. School FEE: \$25.00
SESSIONS: 10

A practical course for travel or general interest. Designed to help you to "get around" in French at a basic level. **Class limit 15. Pre-registration before Sept. 19 is essential.**
INSTRUCTOR: Betty Bandstra



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.



EFFECTIVE PARENTING EVENING

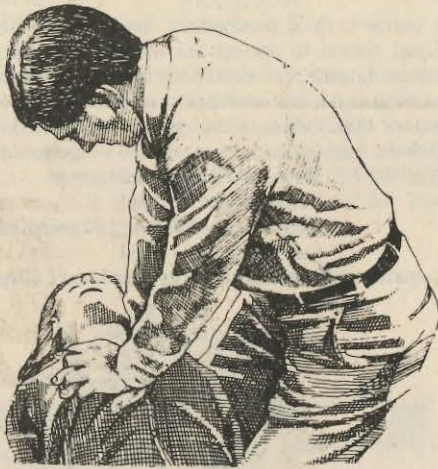
Would you like to help your children become more responsible and co-operative? Understand your children's behaviour and misbehaviour? Communicate with your children more effectively? This course is for parents of younger children and others who want their relationships with children to be more satisfying. **Register your interest to attend at the College Centre before Oct. 14.** A minimum of four couples is needed to offer this course. Couples and all interested persons are welcome. **Class limit 6 couples.**

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



CARDIOPULMONARY RESUSCITATION — CPR

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.



HEARTSAVER

DATES: Mon., Oct. 3
or Sat., Nov. 19
PLACE: College Centre
SESSIONS: 1
A four-hour course for people with no experience in CPR. In the Heartsaver course, you will be taught basic life support skills, including one-man CPR and what to do if a person is choking. And, just as importantly, how to recognize the signs and symptoms of a heart attack, and the risk factors that increase the likelihood of heart attack. **Class limit 10. Pre-registration by Sept. 26 for Oct. class and Nov. 10 for Nov. class is essential. Pre-pay.**
INSTRUCTOR: Gladys Atrill

BASIC II

DATES: Sat., Oct. 15
or Mon., Nov. 28
AND Mon., Dec. 5
PLACE: College Centre
SESSIONS: 1 or 2
This eight-hour course requires some experience in CPR, or the Heartsaver course as a prerequisite. One- and two-man CPR, infant resuscitation, and management of choking in conscious and unconscious victims. **Class limit 6. Pre-registration by Oct. 7 for the Oct. class and Nov. 18 for the Nov. class is essential. Pre-pay.**
INSTRUCTOR: Gladys Atrill

SAFETY-ORIENTED FIRST AID (SOFA)

WEEKEND

A one-day multi-media program of particular use to parents, teachers and child care workers. Everyone welcome. Carries St. John Ambulance certification. **Register your interest at the College Centre.** A class will be set up when there is sufficient enrolment. **Class limit 14.**
INSTRUCTOR: Marie Parker

SURVIVAL FIRST AID

DAY/WEEKEND

DATE: Sat., Oct. 22
PLACE: Free Spirit School
SESSIONS: 1

TIME: 9:00 a.m. - 4:00 p.m.
FEE: \$28.00

Designed by the Workers' Compensation Board to give the injured a better chance for survival pending the arrival of more qualified help. This course is requisite for employees in many industries. Basic techniques for coping with emergencies involving breathing, bleeding, unconsciousness and crushed chests are taught. It is also a useful course for the outdoor recreationist. Successful students will receive a WCB Survival First Aid Certificate. **Class limit 12. Pre-registration before Oct. 14 is essential. Pre-pay.**

INSTRUCTOR: Brian Brown

HOLISTIC HEALTH & YOU

DAY/WEEKEND

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

TIME: 9:00 a.m. - 12:00 noon
FEE: \$15.00

This workshop is designed as a basic introduction to the practice of holistic health. The workshop will focus upon nutrition and diet, your anatomy, and a demonstration of the science of Kinesionics. **Class limit 25. Pre-registration before Oct. 8 is essential.**
INSTRUCTOR: Bob VanHorlick

BALANCING YOUR LIFE

EVENING

DATE: Mon., Oct. 17
PLACE: Chandler Park School
SESSIONS: 1

TIME: 7:00 - 9:30 p.m.
FEE: \$6.00

Take a look at the choices you have available to make your life work for you. Through use of a comprehensive "Wellness Inventory", pinpoint the areas you'd like to improve. Includes stress management, increasing self-satisfaction, and personal goal-setting. **Class limit 20. Pre-registration before Oct. 10 is essential.**

INSTRUCTOR: Kathleen Whipp

BACK CARE WORKSHOP

WEEKEND/DAY

DATE: Sat., Oct. 1
PLACE: College Centre
SESSIONS: 1

TIME: 12:30 - 3:30 p.m.
FEE: \$25.00

Introduction to history and prevalence of lower back pain. Anatomy of vertebral column. Specific problems that commonly occur — slipped disc, pinched nerve, muscle and ligament strain. Preventing back problems by using proper posture. Preventing back problems during daily activities and specific sports, plus basic exercises to prevent lower back problems. **Class limit 20. Pre-registration before Sept. 23 is essential.**

INSTRUCTOR: Sandy VanOstrand, MSc. Exercise Physiology

HERBS & THEIR USES

DAY/WEEKEND

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

TIME: 1:30 - 4:00 p.m.
FEE: \$15.00

Learn the many healthful ways that herbs can contribute to a more vigorous you. **Class limit 25. Pre-registration before Oct. 8 is essential.**

INSTRUCTOR: Bob VanHorlick

FITNESS & PREGNANCY

WEEKEND

DATES: Fri. & Sat.,
Sept. 30 & Oct. 1

TIME: 7:30 - 9:00 p.m. Fri.,
9:00 - 11:30 a.m. Sat.

PLACE: College Centre
SESSIONS: 2

FEE: \$30.00

The first session will be an introduction and warmup to music. Is exercise beneficial? Physical changes during pregnancy. Implications for fitness. Exercise for specific problems. The second session: FITT principle, general exercise guidelines, exercise precautions, sample exercise class. **Class limit 20. Pre-registration before Sept. 23 is essential.**

INSTRUCTOR: Sandy VanOstrand, MSc. Exercise Physiology

YOU & YOUR PILLS

EVENING

DATE: Wed., Sept. 21
PLACE: Sr. Sec. School
SESSIONS: 1

TIME: 7:00 - 9:00 p.m.
FEE: \$4.00

There are many misunderstandings about the use of prescribed drugs. In this workshop, self-help information will be presented. Handling of prescribed drugs, side effects of mixing drugs with certain foods or other drugs will be included. This will be followed by a question-and-answer period. **Class limit 30. Pre-registration before Sept. 14 is essential.**

INSTRUCTOR: Pat Misfeldt, Pharmacist

HORSE HEALTH & MANAGEMENT

DAY/WEEKEND

DATE: Sat., Nov. 26
PLACE: College Centre
SESSIONS: 1

TIME: 9:00 a.m. - 4:00 p.m.
FEE: \$28.00



The University of British Columbia, Faculty of Agricultural Sciences, in co-operation with Northwest Community College, is pleased to present Horse Health and Management. Horse owners, new, old or would-be, are invited to attend the workshop. Topics to be presented include:

- * Principles of feeding.
- * Factors associated with the selection of feeding programs (ration formulation).
- * How to formulate economic rations and maintain health and performance.
- * Anatomy and conformation of the horse; soundness.
- * First aid (what to do until the veterinarian arrives).
- * Pasturing and local feeds.

Discussion on the above topics and anything to do with general management, good horse husbandry will be part of the day's agenda.

INSTRUCTORS: Dr. R.M. Beames, Animal Nutritionist
Dr. Walter Carlson, Animal Nutritionist
Dr. J.S. Gilray, Veterinarian

REGISTRATION BEFORE NOV. 18 IS ESSENTIAL. MAKE CHEQUES PAYABLE TO UNIVERSITY OF BRITISH COLUMBIA.



BE WISE! DON'T DELAY!

SIGN UP AT THE

GIANT REGISTRATION

Thursday, Sept. 8, 1983 — 8:30 a.m. to 8:00 p.m.

(Closed 5:00 p.m. to 6:30 p.m.)

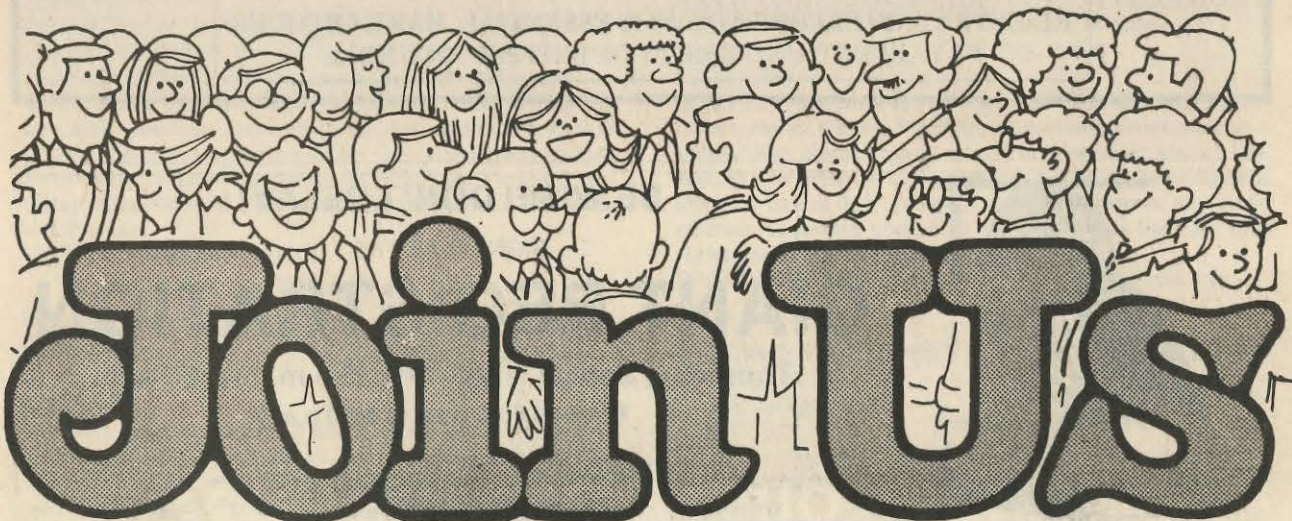
Smithers College Centre
1070 Main Street

THEATRE DRAMA THEATRE DRAMA THEATRE DRAMA



The University of Victoria, in co-operation with Northwest Community College, hopes to offer a drama program for adults in Smithers this fall and winter. If you are interested in having any of the courses listed below offered in Smithers, please check off the course you want and mail or bring it to the Office for Continuing Education, Northwest Community College, Box 3606, 1070 Main Street, Smithers, B.C. BEFORE October 31, 1983, or telephone 847-4461. A minimum of 12 persons is needed to hold a course.

- | | |
|---|--|
| <input type="checkbox"/> Acting | <input type="checkbox"/> Design in the Theatre |
| <input type="checkbox"/> Canadian Theatre | <input type="checkbox"/> Directing |
| <input type="checkbox"/> Corporal and Non-Verbal Workshop | <input type="checkbox"/> Lighting a Show |
| <input type="checkbox"/> Costume Construction | <input type="checkbox"/> Stage Movement |
| <input type="checkbox"/> Youth Theatre | <input type="checkbox"/> Mime Techniques |
| <input type="checkbox"/> Street Theatre | |



Fun & Fitness

RECREATIONAL VOLLEYBALL (CO-ED)

EVENING

DATES: Wed., Sept. 21 - Dec. 7 TIME: 8:00 - 10:00 p.m.

PLACE: Chandler Park School FEE: \$6.00

SESSIONS: 24

Play volleyball for the fun of it. Teams will be set up at the first class. **Class limit 30. Pre-registration before Sept. 14 is essential.**

INSTRUCTOR: Steve Ricketts

WEIGHT TRAINING (CO-ED)

EVENING

DATES: Tues. & Thurs., TIME: 5:00 - 6:00 p.m.

Oct. 18 - Dec. 8 FEE: \$20.00

PLACE: Sr. Sec. School

SESSIONS: 16

Through the use of the universal gym and an individually tailored program, increase your strength and fitness. Programs are especially geared to the training needs of women and those with various athletic needs. **Class limit 15. Pre-registration before Oct. 11 is essential.**

INSTRUCTOR: Michael Richey

NOON WORKOUT (CO-ED)

DAYS

DATES: Tues. & Thurs., TIME: 12:10 - 12:50 p.m.

Sept. 20 - Dec. 8 FEE: \$30.00

PLACE: Elks Hall

SESSIONS: 24

Moderate to intense workout to music. Exercise routines and circuits are designed to give cardiovascular conditioning will be developed through walking and some dance routines. **Class limit 30. Pre-registration before Sept. 13 is essential.**

INSTRUCTOR: Susan Denny

WORKOUT (CO-ED)

EVENING

DATES: Mon. & Wed., TIME: 5:00 - 6:00 p.m.

Sept. 26 - Nov. 30 FEE: \$30.00

PLACE: Walnut Park

SESSIONS: 20
"Workout" is exercise routines and circuits designed to give you cardiovascular conditioning, muscular endurance, strength plus flexibility. Most classes will be done with music and adapted to suit all levels of fitness. **Class limit 35. Pre-registration before Sept. 18 is mandatory.**

INSTRUCTOR: Marilyn Richey

TOURING SKILLS

A variety of touring skills will be covered in this course. Participants must already be proficient skiers. **Register your interest before Dec. 2 at the College Centre.**

INSTRUCTOR: Olav Skjelbred



GET FIT/KEEP FIT

EVENING

DATES: Tues. & Thurs.,
Sept. 20 - Dec. 8

TIME: 7:00 - 8:00 p.m.
FEE: \$30.00

SESSIONS: 24

For the out-of-shape and those who wish to maintain a general program of exercise to achieve personal fitness. Specialized exercises and weight training added for those preparing for particular sports. **Class limit 50. Pre-registration before Sept. 13 is essential.**

INSTRUCTOR: Jim Taylor

FITNESS FOR THE OVER-40

DAYS

DATES: Mon., Wed. & Fri.

TIME: 10:30 - 11:30 a.m.

Sept. 19 - Dec. 9

FEE: \$40.00

PLACE: Elks Hall

SESSIONS: 34

A great way to keep active through mild or light exercises to music. Exercises are designed to improve balance, strength, flexibility, mobility and agility. Cardiovascular conditioning will be developed through walking and some dance routines. **Class limit 35. Pre-registration before Sept. 12 is essential.**

INSTRUCTOR: Susan Denny

WOMEN'S FITNESS

DAYS

DATES: Mon., Wed. & Fri.,

TIME: 9:15 - 10:15 a.m.

Sept. 19 - Dec. 9

FEE: \$40.00

PLACE: Elks Hall

SESSIONS: 34

Mild to moderate exercise to music for women of all ages. Exercises are designed to improve cardiovascular conditioning, balance, strength, flexibility, mobility and agility. **Class limit 35. Pre-registration before Sept. 12 is essential.**

INSTRUCTOR: Susan Denny

HAVE YOU PRE-REGISTERED?

LADIES' KEEP FIT (QUICK)

EVENING

DATES: Mon. & Wed.,
Oct. 17 - Dec. 7

TIME: 7:00 - 8:00 p.m.
FEE: \$22.00

PLACE: Quick School
SESSIONS: 16

For women of all ages. Come have fun exercising to music. The program includes aerobics, stretching and strengthbuilding exercise. Participants are encouraged to progress at their own rate. **Class limit 12. Pre-registration before Oct. 10 is essential.**
INSTRUCTOR: Beth Russell



PREGNANCY WORKOUT

EVENING

DATES: Mon. & Wed.,
Oct. 3 - Nov. 30

TIME: 8:00 - 9:00 p.m.
FEE: \$30.00

PLACE: Lake Kathlyn School
SESSIONS: 18

At no point in a woman's life is general fitness more important than during pregnancy and childbirth. This workout program will help you achieve total fitness, help to keep you feeling well and relaxed through a series of exercises to increase strength, endurance and flexibility. **Class limit 20. Pre-registration before Sept. 23 is essential.**
INSTRUCTOR: Marilyn Richey

DANCEFIT

EVENING OR DAY

DATES: Tues. & Thurs.,
Sept. 27 - Dec. 1
PLACE: Sr. Sec. School
SESSIONS: 20

TIME: 8:00 - 9:00 p.m.
FEE: \$30.00

Class limit 50

DATES: Tues. & Thurs.,
Sept. 27 - Dec. 1
PLACE: Telkwa School
SESSIONS: 20

TIME: 4:00 - 5:00 p.m.
FEE: \$30.00

Class limit 30

DATES: Tues. & Thurs.,
Sept. 27 - Dec. 1
PLACE: Elks Hall
SESSIONS: 20

TIME: 10:30 - 11:30 a.m.
FEE: \$30.00

Class limit 35

A fun way to become fit and trim. You will learn basic dance steps and routines that will improve your flexibility, endurance, strength and agility. Dance your way to fitness! **Pre-registration before Sept. 20 is mandatory.**
INSTRUCTOR: Marilyn Richey

MUSICFITNESS (LADIES)

EVENING

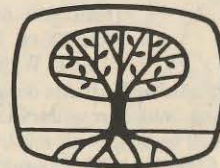
DATES: Mon. & Wed.,
Sept. 19 - Dec. 7

TIME: 6:30 - 7:30 p.m.
FEE: \$30.00

PLACE: Walnut Park School
SESSIONS: 23

Stretch out, warm up, work out and cool down! Increase your flexibility, muscle tone and cardiovascular health. Sessions will progress to more intense workout. **Class limit 35. Pre-registration before Sept. 12 is essential.**
INSTRUCTOR: Julie Kew

Learn at home
**DISTANCE
LEARNING**



**KNOWLEDGE
NETWORK**

HAVE YOU PRE-REGISTERED?



The following are live interactive and pre-recorded programs offered on the Knowledge Network this fall. For information regarding dates and times, please contact your local College Centre.

LIVE INTERACTIVE PROGRAMMING:

B.C. Federation of Foster Parents Assoc.	FOSTER CARE IN B.C. — SEXUAL DEVELOPMENT OF YOUR CHILD
B.C. Hydro	INSIDE B.C. HYDRO
BCIT	THE INNOVATORS: CASE STUDIES IN ENTREPRENEURSHIP
B.C. Safety Council	OPERATION LIFESAVER — YOU CAN'T WIN AT THIS TRACK
B.C. Wildlife Federation	B.C. SPORTSMAN
Douglas College	VALIDATION THERAPY: HELPING THE DISORIENTED OLDER PERSON
Ministry of Education	SELF-HELP IN TOUGH ECONOMIC TIMES
Ministry of Transportation & Highways	HIGHWAYS TRAINING VIA SATELLITE
North Island College	MIDDLE CHILDHOOD & ADOLESCENCE
Pacific Vocational Institute	HOW TO MAKE MONEY CLADDING HOUSES
	HOW TO APPLY CEDAR SHAKES FOR DOLLARS
SETBC	TECHNOLOGY TODAY: TECHNOLOGY TOMORROW
Society for Exploring TV with Children	EXPLORING TELEVISION WITH CHILDREN
University of B.C.	NURSING ASSESSMENT & MANAGEMENT OF PATIENTS WITH ACUTE NEUROLOGICAL DISORDERS
	UBC CONTINUING DENTAL EDUCATION
University of Victoria	WASTE MANAGEMENT: IT'S A MATTER OF CHOICE; A SEMINAR SERIES FOR DECISION-MAKERS
	MAKING MEETINGS WORK: A SKILLS DEVELOPMENT WORKSHOP FOR PEOPLE IN THE PUBLIC, PRIVATE AND VOLUNTEER SECTORS
	ADMINISTRATION 451: THE LEGAL BASIS OF PUBLIC ADMINISTRATION
	NURSING 301: THEORIES & CONCEPTS IN NURSING
Workers' Compensation Board	SAFETY & HEALTH IN THE WORKPLACE
Simon Fraser University	WOMEN & VIOLENCE

PRE-RECORDED PROGRAMMING

BCIT	MONEY MANAGEMENT FOR THE '80s
	QUALITY CONTROL PROCEDURES FOR AUTOMATIC FILM PROCESSORS
National Film Board	NFB SPECIAL
	NFB PREVIEW
Simon Fraser University	CRIMINAL JUSTICE IN THE CANADIAN NORTH
	HISTORY 338-3, WORLD WAR II
	DIRECTED INDEPENDENT STUDY SUPPORT MATERIALS
University of Victoria	COMPUTER-BASED INFORMATION SYSTEMS — THE FOUNDATION COURSE

Full-Time Vocational Programs (Terrace Campus)

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.

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
COMMON CORE (approx. 2 - 3 mos.)	MECHANICS (approx. 2 mos.)	Automotive (approx. 2 mos.)
		Marine Engine Repair (approx. 2 mos.)
		Small Engine Repair (approx. 2 mos.)
		Heavy Duty Mechanic (approx. 2 - 3 mos.)
	CARPENTRY (approx. 2 mos.)	Carpentry (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

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



**No smoking in College classrooms or
classrooms of public schools.**