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NORTHWEST COMMUNITY COLLEGE

KITIMAT CAMPUS — 632-4766



REGISTRATION DAY

NOVEMBER 26
10:00 A.M. - 2:00 P.M.

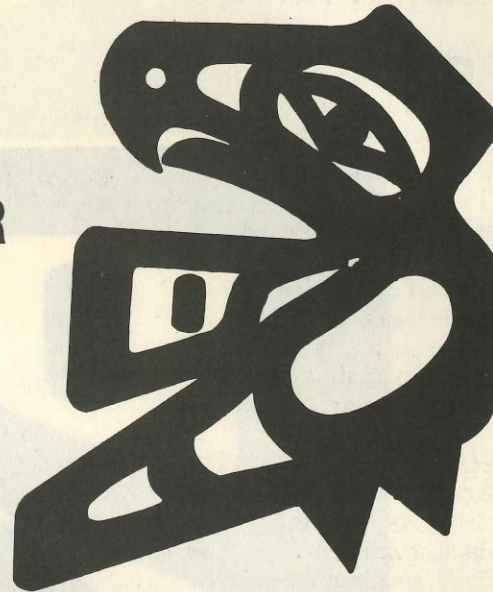
PRE-REGISTRATION FOR ALL WINTER COURSES

(except Academic)

SATURDAY,
NOVEMBER 26

at

RIVERLODGE



NORTHWEST COMMUNITY COLLEGE REGISTRATION

RIVERLODGE
10:00 a.m. - 2:00 p.m.
November 26

BY MAIL
Mail-in form
page 28

AT COLLEGE CENTRE
DAYS/EVENINGS
to Dec. 16 and
after January 3

STAFF
Susan Cole - Co-ordinator
Lola Doering - College Secretary
Carol Larsen - Clerk
Shirley England - Night Clerk

HOURS
Monday to Friday
8:30 a.m. to 4:30 p.m.
Monday to Thursday
7:30 to 9:00 p.m.

LOCAL BOARD MEMBER - Armand Robitaille
Kitimat College Centre

IN KEMANO - Lisa Wagner
606 City Centre, Kitimat, V8C 2N2 Phone: 632-4766

NORTHWEST COMMUNITY COLLEGE IS ONE OF MANY EDUCATIONAL SERVICES IN KITIMAT. THANKS TO THE STAFF AND INSTRUCTORS OF SCHOOL DISTRICT 80 AND THE RECREATION DEPARTMENT FOR THEIR CO-OPERATION IN OUR OPERATION AND PROGRAMMING.

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IMPORTANT INFORMATION FOR ALL STUDENTS

ACADEMIC REGISTRATION ONLY — BEGINS JANUARY 4, 1984

FEES: Tuition varies with each course and must be paid in full at time of registration. Visa and MasterCard accepted.

FEES FOR SENIOR CITIZENS: Seniors may register on a wait-list basis and enter the course tuition-free if minimum enrolment is met and maximum not exceeded. Material costs still apply. All fee-payers will have priority.

FEES FOR DISABLED: As above except for University Transfer and Vocational courses where full tuition applies.

REFUNDS: GENERAL CONDITIONS — ORIGINAL RECEIPTS REQUIRED

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

PART-TIME COURSES

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 course — NO REFUND.
3. Special registration and refund policies apply to courses labelled "NO REFUND".

ACADEMIC P/T & F/T

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.

NOTES: Students can register for Academic courses up to and including the third class.
Students can register after the third class with the instructor's approval.

VOCATIONAL (F/T)

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.

INCOME TAX DEDUCTIONS: Tuition fees totalling over \$100.00 are tax deductible. Please keep fee receipts.

CANCELLATION OF COURSES: Northwest Community College reserves the right to cancel or postpone any course for which registration does not reach the required minimum, or in which attendance or progress is unsatisfactory.

HOLIDAYS: No classes on statutory holidays — April 20 and 23.

LEARNING RESOURCES: Library cards are available to all students. Materials from NWCC Terrace or other College libraries may be ordered from the Microfiche catalogue.

CLASSES BEGIN:

ENGLISH LANGUAGE.....	January 3	ADULT UPGRADING.....	January 9
VOCATIONAL FULL-TIME.....	January 9	ACADEMIC.....	January 9
VOCATIONAL PART-TIME.....	January 9	COMMUNITY INTEREST.....	January 23

MARCH 9 - 23 IS SPRING BREAK AT THE SCHOOLS. NO COLLEGE CLASSES EXCEPT
ACADEMIC, ADULT BASIC EDUCATION AND FULL-TIME BUSINESS.
CHECK WITH YOUR INSTRUCTOR.

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 new 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?

Get a start on a university education or career training!
Pre-register now to ensure you have a place.

TUITION FEE: \$46.80 per course

CLASSES COMMENCE JANUARY 9, 1984

UNIVERSITY TRANSFER

CHEMISTRY 083-1½: Chemistry Prep II

A continuation of Chem 082 (1½,1½,0). Prerequisite: Chem 082 or equivalent.

INSTRUCTOR: Norm Webster
LOCATION: M.E.S.S., Room 230
DATES: Jan. 14 - Apr. 19
TIME: Thurs., 7:00 - 10:00 p.m.

ECONOMICS 201-3: Principles of Microeconomics

This course will be concerned with the functioning of the market system around the activities of individual units (consumer behaviour), theory of the firm and industrial organization. Emphasis will be given to the application of theory to contemporary issues in the private and public sectors (prices, value theory, collective bargaining, poverty, pollution, advertising). (3,0,0)

INSTRUCTOR: Peter Weber
LOCATION: College, Room 3
DATES: Jan. 11 - Apr. 18
TIME: Wed., 7:00 - 10:00 p.m.

ENGLISH 102-3: Literature and Composition II

Reading and discussion of modern fiction, essays and poetry. Lectures on grammar and style. Written assignments based on analysis of the literature read, personal experience, and subjects of general interest. (3,0,0)

INSTRUCTOR: Josephine Patterson
LOCATION: College, Room 3
DATES: Jan. 9 - Apr. 16
TIME: Mon., 7:00 - 10:00 p.m.

CPSC 111-3: An Introduction to Computers (formerly CPSC 151)

A survey of current uses of computers, their potential, and their impact on society. The evaluation and use of pre-programmed applications to satisfy a variety of personal, professional and business needs. An introduction to the techniques of problem solving and programming. (3,3,0). Prerequisite: Algebra 11 or equivalent. Supervised lab time will be available for students.

INSTRUCTOR: Marc Potter
LOCATION: M.E.S.S., Room 104
DATES: Jan. 9 - Apr. 26
TIME: Tues. & Thurs., 7:00 - 10:00 p.m.

CAREER/TECHNICAL

HSW 156: Community Services — Advanced

Agencies and policies of particular significance to this region will be examined: The Ministry of Human Resources and its administration of the GAIN Act; Department of Indian Affairs and Northern Development and its implementation of the Indian Act and local band structures; resources relating to handicapped persons; services to drug and alcohol dependent persons; the Court system and its involvement in family issues are amongst the community services to be studied. The perspective of the human service worker dealing effectively with these community resources will provide the focal point of the course. (3,3,0)

INSTRUCTOR: Jake Muller
LOCATION: College, Room 3
DATES: Jan. 10 - Apr. 17
TIME: Tues., 7:00 - 10:00 p.m.

WORKSHOP:
FEMALE SEXUALITY — An analysis of female physiology, the psychological aspects of female sexuality, common fallacies and sexual dysfunctions in women.
INSTRUCTOR: Gail Emmerson
LOCATION: College Centre, Room 5
FEE: Free

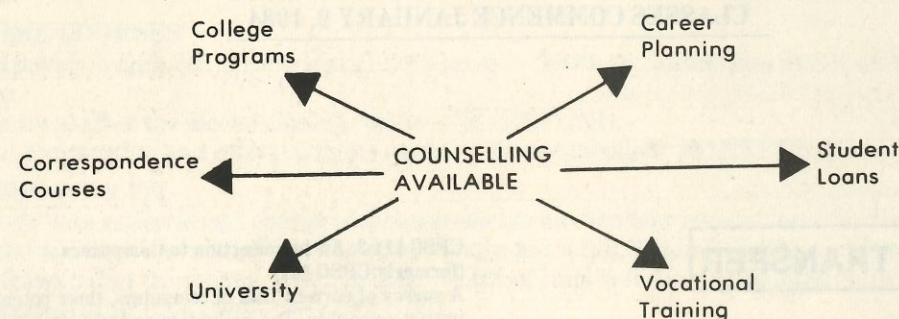
DATE: Jan. 28
TIME: Sat., 9:00 a.m. - 12:00 noon

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

REGISTER JANUARY 4 TO ENSURE YOU HAVE A PLACE

COUNSELLING SERVICES

A College counsellor will be available in Kitimat for morning or afternoon appointments, to discuss and advise on the following matters:



Please call 632-4766 to make an appointment. Francis Sabine, the counsellor, will spend Tuesdays at the Kitimat campus.

NOTE: CAREER EXPLORATIONS, a short 3-evening workshop given by Mr. Francis Sabine with the aid of the CHOICES Computer program, will be held Feb. 28, Mar. 6 and 13. Details in "Vocational" section.

ADULT SPECIAL EDUCATION

Bob Phillips, Adult Special Education Facilitator, would be pleased to meet with any individual or group to discuss needs and services to disabled students. Phone 632-6085 direct, or contact the Kitimat Centre Co-ordinator at 632-4766.

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, 632-6085 (Kitimat residents).

ADULT BASIC EDUCATION



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 ΑΓΓΛΙΚΑ ΜΑΘΗΜΑΤΑ AIKUISTEN ENGLANNIN LUOKKA
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 COURS D'ANGLAIS POUR ADULTES

OPEN HOUSE

**REGISTRATION AND CHRISTMAS PARTY
 DECEMBER 22, 10:00 a.m. - 12:00 NOON**

NEW STUDENTS WELCOME. ALL ESL STUDENTS SHOULD REGISTER FOR NEXT TERM BY DECEMBER 22.

CLASSES BEGIN JANUARY 3

ENGLISH LANGUAGE

MORNINGS

ENGLISH FOR BEGINNERS (LEVELS 1 - 4)	5 days per week — Kay Hall — \$65.00	Mon. - Fri.
Emphasis will be on oral practice of everyday English — speaking and listening skills.		Jan. 3
240 hours	(College Centre, Room 4)	8:30 a.m. - 12:30 p.m.
INTERMEDIATE ENGLISH	4 days per week — Maria Raposo — \$45.00	Mon. - Thurs.
Instruction in written skills, phonics and spelling, as well as oral and listening skills.		Jan. 3
144 hours	(College Centre, Room 5)	9:00 a.m. - 12:00 noon
ADVANCED ENGLISH	4 days per week — Roberta Bowen — \$45.00	Mon. - Thurs.
Continuation of written and oral work, including vocabulary development. 144 hours.		Jan. 3
	(College Centre, Room 3)	9:00 a.m. - 12:00 noon

EVENINGS

ENGLISH — BEGINNER/INTERMEDIATE/ADVANCED 2 evenings per week
— Maria Raposo — \$25.00
Any student who wishes to learn English in the evening should attend this multi-level class. Work will be assigned at all levels. 72 hours. (College Centre, Room 5)

Tues. & Thurs.
Jan. 3
7:00 - 10:00 p.m.

MOMS AND TOTS 2 days per week — Maria Raposo — \$15.00
A conversational English class for mothers with pre-school children. A babysitting program for children 2 to 4 years will be provided free of charge while mother learns English. 48 hours. (Riverlodge)

Mon. & Wed.
Jan. 4
1:00 - 3:00 p.m.

NOTE: ALCAN WILL PAY FEES FOR THESE COURSES FOR ITS EMPLOYEES AND FAMILY MEMBERS LIVING IN THE SAME HOUSEHOLD.

ALL ADULT BASIC EDUCATION CLASSES MUST HAVE A MINIMUM ENROLMENT OF 16.

SPECIAL COURSES

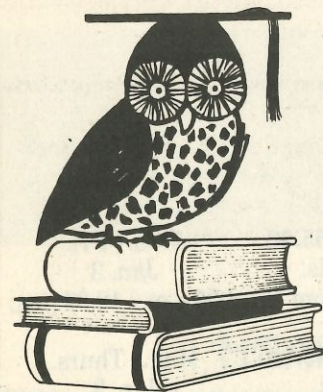
EXPERIENCE-BASED VOCATIONAL PREPARATION

This 8-month, full-time course to prepare mentally handicapped adults for competitive employment is currently underway at the Terrace campus. Students will be considered for the remaining sessions as space becomes available. Contact Bob Phillips at 632-6085 for more information.

CANADIAN CITIZENSHIP CLASS 6 classes — Kay Hall — \$4.00
Are you wondering how to go about becoming a Canadian Citizen? Register for classes which will help prepare you for your citizenship interview. Basic instruction is given in historic, political and geographic study of Canada. Understanding of English is necessary. 12 hours. (College Centre, Room 4)

Mon.
Feb. 20
7:00 - 9:00 p.m.

ADULT UPGRADING



There are **different ways** to upgrade your education depending on why you want it and how you like to learn!

CHOICES

PREPARATION FOR UPGRADING

An advanced English class with limited math and science units. Excellent for those intending to enter a BTSD Adult Upgrading course next term. Group and tutorial work. 72 hours.

INSTRUCTOR: Susan Rottmiller
LOCATION: College Centre, Room 2
START DATE: Jan. 10
TIMES: Tues. & Thurs.
9:00 a.m. - 12:00 noon
FEE: \$25.00

BTSD (BASIC TRAINING FOR SKILL DEVELOPMENT)

SHIFTWORKERS: Please note that you may alternate between day and evening classes to suit your work schedule.

INSTRUCTORS: Susan Rottmiller (English),
Chris Wozney (Math & Science)
LOCATION: College Centre, Room 2
FEE: \$20.00 per month
(\$25.00 book deposit and texts)

START DATE: January 9

A vocational program for adults to upgrade Math, Science and English to a level to meet apprenticeship or vocational program entry requirements. Minimum age 17, out of school 12 months. Students may begin any time during the year. English — 108 hours; Math/Science — 216 hours.

ENGLISH Monday	9:00 a.m. - 12:00 noon	MATH/SCIENCE Wednesday	9:00 a.m. - 12:00 noon
	Wednesday 1:00 - 4:00 p.m.		Monday, Tuesday & Thursday 1:00 - 4:00 p.m.
Tuesday Evening	6:30 - 9:30 p.m.		Monday & Wednesday Evening 6:30 - 9:30 p.m.

YOU MAY ALSO UPGRADE YOUR EDUCATION WITH ONE OF THESE:

OPEN LEARNING INSTITUTE

Call the OLI advisor at 635-4961, collect, or stop by the Terrace Information Centre at 3306 Kalum St.

GRADE 12 EQUIVALENCY (G.E.D.) PREPARATION

Classes are held on a tutorial basis. You may enrol at any time as space permits and attend morning, afternoon or evening classes.

INSTRUCTORS: Susan Rottmiller (English)
Chris Wozney (Math & Science)

LOCATION: College Centre, Room 2

TIMES: ENGLISH — Tues. & Thurs.,
9:00 a.m. - 12:00 noon
— Mon.,
6:30 - 9:30 p.m.
— Thurs.,
1:00 - 4:00 p.m.
MATH — Mon.,
6:30 - 9:30 p.m.
— Thurs.,
1:00 - 4:00 p.m.

REGULAR HIGH SCHOOL

Mount Elizabeth has provisions for adults who wish to attend regular classes. Students must be fluent in written and oral English. Adults can complete their high school by completing English 12, Social Studies 11 and 5 other Senior High School subjects. Contact Mount Elizabeth, 632-6174, for more information.

CORRESPONDENCE COURSES

Correspondence Branch, Ministry of Education
High School courses in a self-study format. Most courses Grade 2 to 12 can be ordered. Catalogues are available at the College Centre.

G.E.D. EXAMINATIONS

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 (G.E.D.) Program. Adults are required to pass five tests: English Literature, English Grammar, Science, Social Studies and Mathematics. You may purchase a text for self-study at the College, or attend classes on a tutorial basis. TEST DATES FOR THE KITIMAT CENTRE:

FEBRUARY 3/4

JUNE 8/9

You must be 19 years old and a B.C. resident for 6 months prior to writing.
Application forms available at the College.

EMILY CARR OUTREACH

REGISTER FOR THESE WORKSHOPS ONE WEEK IN ADVANCE!

WEEKEND WORKSHOP IN PAINTING (OILS, ACRYLIC)

ARTIST: Bob Michener
 DATE: Mar. 16 - 18, 1984
 LOCATION: M.E.S.S., Room 124

A West Coast artist who has taught painting and drawing at Emily Carr College since 1973. Painting either from a model or still-life, students will be given insights into their own creative possibilities.

Free public lecture: Friday, Mar. 16, 7:30 - 9:30 p.m.
 Workshop: Saturday, Mar. 17, 9:00 a.m. - 6:00 p.m., and
 Sunday, Mar. 18, 9:00 a.m. - 1:00 p.m.
 Fee: \$35.00

INQUIRIES ABOUT WORKSHOPS OR REQUESTS FOR FUTURE OUTREACH ARTISTS SHOULD BE DIRECTED TO THE COLLEGE (632-4766) OR TO THE LOCAL EMILY CARR OUTREACH COMMITTEE MEMBERS: Adrian Gunn or Katherine Johnson.

NORTHWEST COLLEGE REGIONAL WORKSHOPS:

Terrace — Weekend Workshop in Watercolour — Anne Barry — Feb. 24 - 26
 Smithers — Weekend Workshop in Glaze Application (Ceramics) — Jan Grove — Feb. 11 - 12
 Prince Rupert — Weekend Workshop in Printmaking — Ian Thomas — Feb. 18 - 19.

BRITISH COLUMBIA YOUNG ARTISTS EXHIBITION

A popular link between the Emily Carr College of Art Outreach and the schools of the province is the B.C. Young Artists Exhibition. Over 100,000 people have attended this travelling exhibit in its first two years (1979 and 1981). Young artists from Kitimat will be represented in this year's exhibit of art from around the province.

In Kitimat at the Centennial Museum
 Jan. 30 - Feb. 11, 1984

And Terrace at the Terrace Art Gallery

Contact Mr. J. Tirrul-Jones at the Museum (632-7022) for more information.



Trudy Burdon, Age 10, Fort Nelson, B.C.

Emily Carr
 College of Art
 Outreach

C.P.R.

Cardiac or Respiratory Arrest! The Choking Victim! Do You Know What To Do?



Fact:
 60% of deaths due to heart attack occur outside the hospital within 2 hours after the onset of signals. Prompt medical attention would save many of these lives.

Save a life! Take a course in Cardiopulmonary Resuscitation

REGISTER FOR THE "CPR SPECIAL" HEART SAVER COURSE AT THE COLLEGE BY JANUARY 27, 1984

THEORY: FEBRUARY 7, KNOW TV NETWORK (CHANNEL 12), 7:00 - 8:00 p.m.

PRACTICAL: (Thurs. or Sat.) A) THURSDAY, FEBRUARY 7, 8:00 - 9:30 p.m. at
 i) The College, Room 1
 OR
 ii) Mount Elizabeth Secondary School, Room 118
 *Babysitting is provided at both locations on Thursday
 B) SATURDAY, FEBRUARY 11, at the College, Rooms 3, 4 & 5
 1) 9:00 - 11:00 a.m.
 OR
 ii) 11:00 a.m. - 1:00 p.m.

FEE: \$10.00

INSTRUCTORS: Brenda Lavalle and Cathy Nelson

PRE-REGISTRATION IS MANDATORY!

BE PREPARED!



Become skilled and certified in Standard First Aid.

DAY: Saturdays
 TIME: 9:00 a.m. - 6:00 p.m.
 DATE: Mar. 3 - 17, 1984
 at

Northwest Community College

TAKE A FIRST AID COURSE!

Remember,
 A First Aid course today might save someone's life tomorrow.
 For registration and more information, contact the Continuing Education office at 632-4766

CPR LIFESAVER/ HEARTSAVER

DAY: Thursdays
 DATE: Jan. 19 & 26
 TIME: 6:30 - 10:00 p.m.
 LOCATION: M.E.S.S.

Basic First Aid and CPR — a certificate course.

COMMUNITY EDUCATION

The most important question during this economic transition is not what to do with our money, but what to do with our lives.
Paul Hawkins — The Next Economy



* CALENDAR PHOTOS BY DWIGHT MAGEE

ART — PAINTING FOR BEGINNERS 8 sessions — Katherine Johnsen — \$24.00
In a painting, the artist translates thoughts and emotions into visual form. This course is about painting media and techniques: watercolour, oil or acrylic and mixed media. Students will receive a list of necessary supplies on registration. 16 hours.
(M.E.S.S., Room 124)

Wed.
Jan. 25
7:00 - 9:00 p.m.

ASTROLOGY: INTRODUCTORY 1 session — Marilyn Waram — \$15.00
This workshop is for those who have little or no experience in Astrology, and for those who have read a few books but find the subject confusing. There will be many explanations complete with visual aids, key words to simplify memorizing, and a thorough understanding of the twelve BASIC principles gained through discussion and participation. 6 hours. **Register by Mar. 1.**
(College Centre, Room 4)

Sat.
Mar. 10
9:00 a.m. - 4:00 p.m.

BAND, BEGINNER 21 sessions — Mike Eddy — FREE
Register by calling College, 632-4766
A new course this year for beginners who have never before played an instrument. Must have own instrument. For more information, call 632-4766. 21 hours.
(M.E.S.S., Room 405)

Wed.
Jan. 4
6:30 - 7:30 p.m.

BAND, COMMUNITY 21 sessions — Mike Eddy — FREE
Register by calling 632-4766
Open to anyone with proficiency on a band instrument. Music from concert band literature. Aim is for enjoyment, musical enrichment and public performance. 31 hours.
(M.E.S.S., Room 405)

Wed.
Jan. 4
7:30 - 9:00 p.m.

CABINET-MAKING

10 sessions — Sab Ribeiro — \$50.00
A course intended for those with basic woodworking experience. A qualified instructor will teach and demonstrate techniques such as design, stock preparation, joints (dado, mortise, tenon), panel construction, glueing and clamping, and finishing. Time will be allowed each class for students to work on their own projects. Saturday shop time may also be available. 30 hours.
(M.E.S.S., Room 508)

Wed.
Jan. 11
7:00 - 10:00 p.m.



CALLIGRAPHY I

6 sessions — Ellen Austrom — \$18.00

This popular class in italic handwriting will be offered with an additional session this term. With a minimum of materials and your own decorative skills, you will learn to letter invitations, stationery and cards beautifully. 12 hours.

(M.E.S.S., Room 128)

Thurs. Jan. 26 7:00 - 9:00 p.m.

CPR "SPECIAL" HEART SAVER COURSE

2 sessions
— Brenda Lavalle & Cathi Nelson — \$10.00

One time only! In February, Heart Month, CPR instructors are volunteering their time to train as many people as possible in Heart Saver.

On Tuesday evening, February 7, 7:00 - 8:00 p.m., the Knowledge Network (TV Channel 12) will broadcast the theory part of this certificate course. This includes:

- signs and symptoms of heart attack
- action plan to follow
- risk factors
- demonstration of CPR
- assistance to choking victims, and
- recovery positions

To be certified in this basic course, you will need 1 to 2 hours of practical instruction. You have two choices:

- 1) **Tuesday evening, February 7**, instructors will give practical instruction following the TV broadcast. Be at your location by 6:30 p.m. Watch the program **and** complete the practical from 8:00 to 9:30 p.m. at either of these locations:
 - a) Northwest Community College, Rooms 1 & 6
 - b) Mount Elizabeth Secondary School, Rooms 118 & 129
(Babysitting will be provided.)
- 2) Watch the TV broadcast in your home (Channel 12) on February 7 and sign up for a practical session on **Saturday, February 11:**
 - a) 9:00 a.m. - 11:00 a.m., or
 - b) 11:00 a.m. - 1:00 p.m.

Saturday classes are held at Northwest College, Rooms 3, 4 & 5. (No babysitting.)

Your certificate will be mailed to you. \$10.00 fee includes materials.

REGISTER AT THE COLLEGE BY JANUARY 27

CPR — LIFESAVER/HEARTSAVER 2 sessions — Brenda Lavalle — \$32.00
A 7.5-hour course for the general public which teaches basic first aid for emergency situations and cardio-pulmonary resuscitation, or "heart-saver" skills. Certificate is issued by St. John Ambulance.
(M.E.S.S. Teaching Kitchen)

Thurs.
Jan. 19
6:30 - 10:00 p.m.

CHINESE CONVERSATION (CANTONESE) 8 sessions — Kyan Ko — \$20.00
Take a challenging course for fun and interest! Chinese is a language of pictures and rhythms. Learn everyday conversation, basic vocabulary and intonation. 12 hours.
(College Centre, Room 3)

Thurs.
Jan. 26
7:00 - 8:30 p.m.

CHRISTMAS CHEER 1 session — Laurine Rutar — \$10.00
Make your holiday entertaining more festive and enjoyable! Learn how to stock and equip your bar inexpensively. Try out new recipes for cocktails, hot drinks and punches, decorated and garnished in holiday fashion. **Students must be 19 years of age or over.** Fee includes taste-testing! 2 hours.
(The Chalet — Downstairs)

Wed.
Dec. 14
7:00 - 9:00 p.m.

COMPUTERS FOR KIDS — LEVEL II

If you are over 10 years old and have basic keyboard experience, this course is for you! For 2 hours on Saturday mornings, you will receive tips on programming and "hands-on" practice on Apple computers. Class limit of 15. 12 hours. (M.E.S.S., Room 104)

COMPUTER — LOGO WORKSHOP 1 session — **Rick Girody — \$15.00**
"TURLE LANGUAGE" or Logo is a graphic computer language developed for kids. Children from 8 to 12 years will learn basic logo lingo on an Apple computers. And...it's fun! Register by Jan. 27. 2 hours. (M.E.S.S., Room 104)

COMPUTER TUTOR (Bring Your Own Computer) 2 sessions — **Vanessa Oltmann — \$20.00**

If you have the computer, we have the tutor! Bring your own computer, peripherals, software and operator's manual and receive individual assistance from an experienced microcomputer instructor. Register at least one week in advance. Class maximum: 12. Sat.: 10:00 a.m. to 1:00 p.m.; Sun.: 1:00 - 4:00 p.m. 6 hours. (College Centre, Room 5)

COMPUTERS — WHO NEEDS THEM? 1 session — **Vanessa Oltmann — \$15.00**

Practical answers to your questions. What can it do? Is it "friendly"? What do I need, and what should I avoid? How to select/buy a computer and peripherals. Some of the more popular machines will be demonstrated and available to try. Register by Jan. 20. 5 hours. (College Centre, Room 5)

6 sessions
Sat.
Jan. 28
9:30 - 11:30 a.m.

Sat.
Feb. 4
2:00 - 4:00 p.m.

Sat. & Sun.
Jan. 14/15
OR
Feb. 18/19

Sat.
Jan. 28
10:00 a.m. - 12:00 noon
&
1:00 - 4:00 p.m.

*Education is a weapon, whose effects depend on who holds it in his hands and at whom it is aimed.
— Joseph Stalin, March 5, 1953*

CONSERVATION & OUTDOOR RECREATION EDUCATION (C.O.R.E.)
10 sessions — **Dave Jordan — \$30.00 plus texts**

(With or without Firearm Endorsement)
Instructors from the local Rod and Gun Club will present this ten-week course on outdoor skills and hunting safety. Students must be 14 years of age. Register at the College: fees are collected in advance, and are payable to the "Kitimat Rod and Gun Association". **Three classes will be run as follows:** Mondays, Jan. 9 to Mar. 12; Wednesdays, Jan. 11 to Mar. 14 (these two are from 7:00 to 10:00 p.m.); and Saturdays, Jan. 14 to Mar. 17 (from 9:00 a.m. to 12:00 noon). Range work included. 30 hours. (M.E.S.S., Room 133)

Starts week of
Jan. 9
See class times at left

EXPLORING DOUGLAS CHANNEL

Fishing, sailing or just cruising the channel — learn more about life on the coast! In this 2-evening discussion, discover what lies between MK Bay and Butedale — including shrimp, crab, hot springs and sandy beaches. Weekend day-trip by boat is extra. 4 hours. (College Centre, Room 1)

2 evenings — **Ota Hally — \$6.00**

Thurs.
Mar. 8
7:30 - 9:30 p.m.

FIRST AID — STANDARD

This St. John Ambulance First Aid course will cover all aspects of basic first aid, including treatment of shock, scalds and burns, bleeding, fractures (splints and dressings) and poisoning. Especially useful for those in sports or those entering health/safety occupations. Certificate issued by St. John. 3 Saturdays — Mar. 3/10/17. 24 hours. (College Centre, Rooms 3 & 4)

3 sessions — **John de Silveira — \$65.00 (to St. John Ambulance)**

Sat.
Mar. 3
9:00 a.m. - 6:00 p.m.

FRENCH, BEGINNERS

Learn Canada's second language! Basic vocabulary and grammar taught by the audio-visual method (Voix Images). 16 hours. (College Centre, Room 6)

8 sessions — **Helene Giasson — \$30.00**

Mon.
Jan. 23
7:00 - 9:00 p.m.

FRENCH CONVERSATION

For intermediate and advanced students who want to develop their practical language skills. Expand your vocabulary and learn the usage of grammar from a French-Canadian speaker. 16 hours. (College Centre, Room 6)

8 sessions — **Helene Giasson — \$30.00**

Tues.
Jan. 24
7:00 - 9:00 p.m.

GERMAN CONVERSATION

Travelling to Europe this year? Learn practical vocabulary and pronunciation of this Teutonic language. Sister language to English — this is a good language for beginners. 16 hours. (M.E.S.S., Room 211)

8 sessions — **Barb Notheis — \$30.00**

Wed.
Jan. 25
7:00 - 9:00 p.m.

GUITAR

This is a course for students who can play first position chords (G, C, D, A, etc.) and make changes effectively. You will learn new strumming styles, chord progressions — enhancement, major scale and bar chords. Bring your guitar or use the class set! 16 hours. (M.E.S.S., Room 405)

8 sessions — **Errol Freeman — \$30.00**

Thurs.
Jan. 26
7:00 - 9:00 p.m.

HAIR CUTTING FOR THE FAMILY

5 sessions — **Jean Jones — \$15.00**

Learn the basics of cutting various hair styles for the family. This course emphasizes practical experience in home hair care. Home perm winding will be included. Bring your own model! 10 hours. (M.E.S.S., Room 113)

Mon. Jan. 23 7:00 - 9:00 p.m.

**HEALTH AND NUTRITION — PREVENTION EATING**

Eat your way to good health! There is increasing evidence that the right foods can help prevent serious illness. In two evenings, diet will be discussed in preventing cancer, heart disease, allergies and aging. The role of fibre in your diet and ingredients to promote mental health will be included. 4 hours. (College Centre, Room 4)

2 evenings — **Cindy Panton-Goyert — \$6.00**

Wed.
Jan. 25
7:00 - 9:00 p.m.

INVESTMENT OPTIONS

This course is intended for those with little or no investment knowledge. Topics to be covered include: gold and silver investments, the stock market, coinage, rare stamps, savings plans, taxes and special situations such as gems, art, etc. There will be ample opportunity for questions. 16 hours. (M.E.S.S., Room 118)

8 sessions — **Hugh MacMillan — \$25.00**

Mon.
Jan. 23
7:00 - 9:00 p.m.

INCOME TAX PERSONAL: PREPARING YOUR TAX RETURN

This one-evening seminar is a general introduction to your tax return. General information will be provided on exemptions and correct completion of forms and submission of documents. Limited registration. 1.5 hours. (College Room LRC)

1 evening — **Carlyle Shepherd & Co — \$2.00**

Wed.
Feb. 8
7:30 - 9:00 p.m.

REGISTER EARLY!!

KEYBOARDING — CRASH COURSE!

Make better use of your computer time by learning basic keyboard skills. Finger positions for alpha and numeric characters will be taught and practised in 4 intensive sessions on electric typewriters (Mon. & Wed., Dec. 5 - 14). **Final session on computer keyboard** (Thurs., Dec. 15, at M.E.S.S.). Register by December 2. 9 hours

5 sessions
— Sadie Flynn — \$15.00

Mon. & Wed.
plus 1 Thurs.
Dec. 5
See times at left

LAW

Vancouver People's Law School

LAW FOR SMALL BOAT OWNERS

A member of the legal profession will discuss purchasing/selling a vessel, mortgages, insurance, government services, operation of a vessel and other liabilities of vessel owners. **Register by Mar. 7.** 2 hours.

1 evening — Instructor TBA — Free

Thurs.
Mar. 15
7:30 - 9:30 p.m.

MARRIAGE — LEGAL & COMMON LAW

A lawyer will discuss and compare rights and legal considerations of a marriage vs. a common-law relationship. What are your rights in custody and access to children, support and maintenance, property rights? Marriage agreements and contracts will also be discussed. **REGISTER BY FEB. 1.** 2 hours.

1 evening — Instructor TBA — Free

Thurs.
Feb. 9
7:30 - 9:30 p.m.

PHOTOGRAPHY, BASIC

Basic 35mm camera operation including optics, lens selection, flash techniques, and close-up photography. Elements of developing will be introduced. Intermediate-level students will be considered. 15 hours.

6 sessions — Max Patzelt — \$20.00

Tues.
Jan. 24
7:00 - 9:30 p.m.

PORTUGUESE CONVERSATION

Learn the basics or pick up new vocabulary. Practise for that trip to warm, faraway places! 16 hours.

8 sessions — Maria Raposo — \$30.00

Mon.
Jan. 23
7:00 - 9:00 p.m.

**READERS' BOOK CLUB**

Enjoy an afternoon once a month to discuss books worth reading. Keep your mind active and meet new friends.

For more information, call Marg at 632-2596 or Joan at 632-5933.

RRSPs AND ANNUITIES

Registered Retirement Savings Plans: tax advantages of personal and spousal plans, types available, sources, features to look for for future savings. Annuities: examples of types available, how to combine annuities, combining annuities with government plans, sources and how to buy annuities. Please pre-register by Jan. 6. 2 hours.

1 session — Jim Muir — \$2.00

Tues.
Jan. 10
7:00 - 9:00 p.m.

(College Centre, Room 4)

SIGN LANGUAGE 8 sessions — Yvonne Danroth & Sherry St. Germaine — \$20.00

A beginners' course for those who wish to learn the language of the hearing-impaired. Intermediate students who wish to continue oral and written studies will be accommodated. 16 hours.

Wed.
Jan. 25
7:00 - 9:00 p.m.

SKIN CARE, NATURAL

The ins and outs of healthy skin care using natural ingredients from your kitchen and garden. The evening will include: a) discussion on the structure and function of skin, proper cleansing and general skin care, role of diet, exercise and relaxation, massage; and b) trying out different techniques and "recipes" on each other. Dress casually, and bring a face cloth and towel. 3 hours.

1 session — Sylvia Willis — \$7.00

Mon.
Jan. 16
7:00 - 10:00 p.m.

(College Centre, Room 1)

STOP SMOKING — OPERATION KICK-IT

Let us help you keep your New Year's Resolution! This is a course to give you a way to stop smoking now and stop forever! Change your smoking habits and start breathing again! 16 hours.

8 sessions
— John De Silveira — \$5.00

Thurs.
Jan. 12
7:00 - 9:00 p.m.

(M.E.S.S., Room 133)

UPHOLSTERY

Basic course in stripping, cutting, covering and trimming of small furniture such as chairs. Demonstration of industrial sewing equipment, use of cutting tables, air stapler. Bring your own project after the first night! 20 hours. (WOJ Upholstery, 331 Enterprise)

10 sessions — Peter Wojnarowski — \$30.00

Student must supply own materials

Wed.
Jan. 11
7:00 - 9:00 p.m.

WILDERNESS FILMS

A five-evening series for hunters, hikers and outdoor enthusiasts. Film topics will cover B.C. flora and fauna (edible plants, wolf baiting) and conservation issues. \$5.00 covers the entire series. 10 hours.

5 evenings — Dave Jordan — \$5.00

(College Centre, Room 4)

Thurs.
Feb. 9
7:00 - 9:00 p.m.

WOODWORKING, BEGINNERS

Basic woodworking and shop skills. Learn how to use hand tools and portable power tools the safe way. Students will learn on assigned class projects. Material costs extra. 12 hours.

6 sessions — Rick Ramsfield — \$20.00

(M.E.S.S., Room 508)

Tues.
Jan. 24
7:00 - 9:00 p.m.



* CALENDAR PHOTOS COURTESY DWIGHT MAGEE

WOMEN

WARDROBE PLANNING

This workshop will introduce a plan for maximizing your clothing investments. Working with the instructors, you will use the plan to design a wardrobe that works for you and meets your particular lifestyle needs. The plan will show you how just 12 pieces of clothing in 2 colours can work together to make at least 40 different outfits. It can be worked around the needs of the working woman, the homemaker or the student. It can be used to plan an evening wardrobe, a work-to-dinner theme, a work-play theme or a travel wardrobe. Fabrics, design, construction details and colour will be discussed, as well as budget and shopping. 6 hours.

1 day — Nancy McNab — \$15.00

(College Centre, Room 3)

Sat.
Mar. 10
9:00 a.m. - 4:00 p.m.

WELDING FOR WOMEN, INTRODUCTION TO

A qualified welding instructor will explain the basic practice and safety procedures used in arc and gas welding. Demonstration and some "hands-on" welding. Register by Jan. 31. 6 hours.

2 sessions — Sam Badr — \$12.00

(M.E.S.S., Rooms 505/507/512)

Tues.
Feb. 7
7:00 - 10:00 p.m.

WOMEN IN RESOURCE-BASED TOWNS

Kitimat is one of more than 800 resource-based towns in Canada. Interesting studies and surveys are being written about these towns. How is this town different from other Canadian small towns? How do the views of town residents compare to these reports? Come and discuss your opinion and changes you'd like to see for women in Kitimat. 3 hours. Please call 632-4766 to let us know if you're interested.

1 night — Co-sponsored by
Tamitik Status of Women — FREE

(M.E.S.S., Room 133)

Tues.
Jan. 24
7:00 - 10:00 p.m.

WHAT EVERY WOMAN SHOULD KNOW — ESTATES AND FAMILY FINANCIAL SECURITY

Tues. Jan. 24 7:00 - 10:00 p.m. at Kildala School Library 1 session — FREE

The importance of understanding your personal and family finances.

Isobel Kay Royal Bank

The need for a will: — items to consider
— choosing the executor, trustee and guardian
— fees with and without a will

R.W. Wozney Wozney & Donaldson

What happens at the bank? — joint and individual accounts
— safety deposit boxes
— TDRs, CSBs and RRSPs

Ann Zobot Bank of Montreal

The need for money: What you will have from Government, Group and Individual Benefit Plans. What you will need for income and alternative sources of income.

J.R. Muir Mutual Life

Final tax returns, taxes, and related considerations.

C.R. Shepherd Carlyle Shepherd & Co.

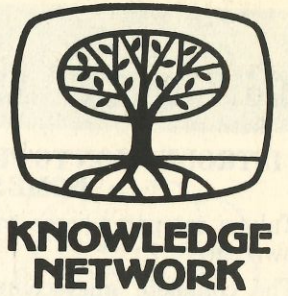
Pre-register at one of the banks below or at the College by Jan. 17

JOINTLY SPONSORED BY:

Royal Bank of Canada Bank of Montreal
Canadian Imperial Bank of Commerce



learn at home
**DISTANCE
LEARNING**



NORTHWEST COMMUNITY COLLEGE TELECOURSES

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!**

Beginning January 1984, Northwest Community College will support the following telecourses:

FREEHAND SKETCHING

30 episodes to help you develop skills and better understand the techniques of drawing.

NEEDLECRAFT

An introductory course on Knitting, Crochet, Needlepoint, Embroidery, Smocking, Quilting, Sewing and Rug Making.

SEWING POWER

A course in Wardrobe Management and Construction. Designed to introduce the concepts, vocabulary, tools and skills of an introductory sewing course.

THE GROWING YEARS

A course in Child Development as an integrated instructional system to present the interplay of biological factors in human interaction, social structure, and cultural forces in the growing child.

BUSINESS OF MANAGEMENT 150 (3 credits)

A telecourse intended to produce essential skills in planning and organizing, staffing and directing, controlling, decision making, motivating, communicating and applying managerial skills. This telecourse, upon completion, can be applied toward the business administration program at Northwest Community College.

DETAILED COURSE DESCRIPTIONS, FEES, SCHEDULES AND REGISTRATION INFORMATION WILL BE ANNOUNCED PRIOR TO BROADCAST IN JANUARY 1984.

NWCC/KNOW CENTRES

	Telephone Number	Channel		Telephone Number	Channel
Houston	845-7266	13	New Aiyansh	633-2228	—
Smithers	847-4461	13	Stewart	636-2238	13
Hazelton	842-5291	—	Prince Rupert	624-6054	12
Kitwanga	847-5376	10	Queen Charlotte Islands	559-8471	13
Kitimat	632-4766	12	Port Clements	559-8471	9
Terrace	635-6511	12	Greenville	TBA	

learn at home
DISTANCE LEARNING

**INTRODUCTION TO PERSONAL COMPUTING
HOME STUDY**

Take a computer home with you and learn at your own pace.

The complete microcomputer course package includes:

- print package of course materials
- TRS-80 colour computer

This course provides the student with a "hands-on" introduction to computers. The TRS-80 hooks up to any home TV and enables the student to learn introductory BASIC computer programming, the possible uses of small computers and how to select and purchase equipment.

Students will be required to provide their own cassette recorders (small portable variety) and cassettes.

START DATE: We are taking names for our waiting list. Some computers are now available.

COMPLETION DATE: Computer must be returned precisely six weeks after the student receives it.

FEE: \$125.00 with a \$75.00 certified cheque as a deposit.

Business/Industry Services

Audun Birkedal, Co-ordinator

"**THE MANAGEMENT SKILLS FOR SUPERVISORS**" (12 days — 3 parts over a 4-month period) program is currently being offered throughout the College region. In addition, we offer a broad range of courses in various topics, e.g.

- "Effective Written Communications" (30 hrs.)
- "Time Management" (6 hrs.)
- "Basic Instructional Techniques" (35 hrs.)

To meet your training needs in computers and their applications, we offer the following fast-moving and time-efficient hands-on courses.

- "Data Processing Concepts for Business and Industry" (35 hrs.)
- "Intermediate Computing for Business and Industry" (35 hrs.)
- "Computer Accounting for Business and Industry" (30 hrs.)

We also offer several 3-hour modules in a wide range of computing and word processing topics. They fall into the following categories:

1. Computing Concepts and Development Techniques.
2. Financial Software.
3. Record Keeping Software
4. Speed Sheet Software.
5. Word Processing Software.

We can combine topics from these categories, to provide seminars tailored to clients' needs.

Arrangements can be made for seminars and workshops in a variety of topics that will meet employee training requirements in Business, Industry and Government.

Why not call us at 635-6511, local 245, and let us assist in meeting your training needs.

OPEN LEARNING INSTITUTE

3306 Kalum Street
THE DOWNTOWN CENTRE
CALL 635-4961 — COLLECT

**REGISTRATION MAIL
DEADLINES**

FEB. 1, APR. 1, JUNE 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. Compliment your College program with home-study courses from OLI!

In Kitimat, call the OLI advisor 24 hours per day **collect** at 635-4961, or stop by the Kitimat Northwest Community College Centre at 606 City Centre to obtain more information.



VOCATIONAL

PROFESSIONAL

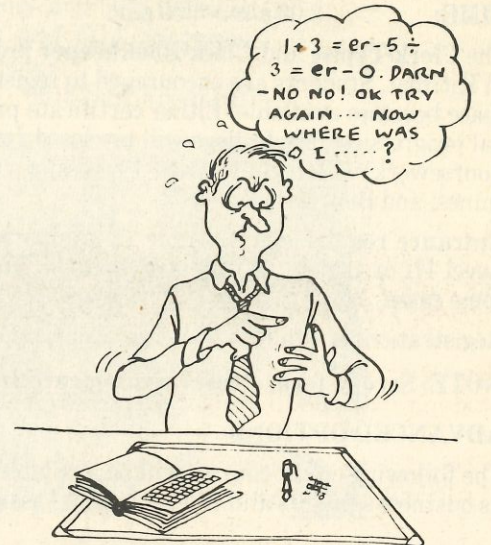


FINANCIAL STATEMENTS — HOW TO UNDERSTAND THEM

1 session — John Campbell (FBDB) — \$26.50

A seminar presented by Federal Business Development Bank for small businesses. Participants will learn how to read and understand financial statements, the elements of a balance sheet and operating statements. **Register by Jan. 13.** 3 hours. (College Room LRC)

Mon. Jan. 23 7:00 - 10:00 p.m.



SUPERVISORY SKILLS — DEVELOPING A TEAM

7 sessions — Reg Stowell — \$60.00

A course for first line supervisors and those aspiring to supervisory responsibilities. Also useful for the owner/manager who wants more training in supervisory skills. This preliminary course will discuss the supervisor's role in handling conflict, providing leadership and developing a team of employees.

This course must have a minimum of 10 registrants to begin in April. Pre-register by Feb. 1 at the College.

WOMEN, POWER & INFLUENCE: AN ORIENTATION TO SUCCESSFUL SUPERVISION & CAREER ADVANCEMENT

2 days — \$75.00

2 days
9:00 a.m. - 4:30 p.m.

This 2-day workshop will provide women in, or interested in, first-level management with an overview of the fundamentals of effective supervision as well as steps to career advancement. Topics will include: career obstacles and options, organizational awareness, management styles, handling power imbalances, sexual harassment, time and stress management, the hiring process and performance appraisal.

LOCATIONS & DATES: Smithers — Feb. 6, 7
Terrace — Feb. 8, 9
Prince Rupert — Feb. 10, 11

REGISTRATION DEADLINE: Jan. 27, 1984.

**PRE-REGISTRATION & PAYMENT ARE
REQUESTED
FOR ALL
COURSES**

If payment is not received at least **one week** before the start of the class, your name will be removed from the registration file.

BUSINESS CAREER TRAINING — DAYS, FULL- OR PART-TIME

DIPLOMA PROGRAMS

INSTRUCTOR: Vanessa Oltmann
LOCATION: NWCC Centre, Kitimat
TIME: 9:00 a.m. - 4:00 p.m.

FEE: \$50.00/month (full-time) or
 \$25.00/month (part-time)
 plus texts and refundable book deposit

The **Clerk-Typist** and **Clerk-Bookkeeper** programs are being offered on a "continuous intake" basis this year in Kitimat. Students are encouraged to register for either program on a full-time basis and will be admitted as space becomes available. Either certificate program may be completed in 4 to 5 months, depending on individual progression. The College will be closed June 29 for the summer and reopen to Business classes Sept. 4, 1984. Coursework will include Data Processing, Office Practice, Accounting, Typing, Dictatyping, Business Machines, and Business English.

Entrance requirements: Grade 12 graduation is preferred for all courses. A minimum of grade 10 or BTSD Level III or the equivalent is acceptable. Business experience may be accepted in lieu of formal schooling in some cases.

Registration on a full- or part-time basis is accepted at any time. Full-time applicants will be given priority.

NOTE: Second term classes recommence Jan. 3.

ADVANCED OPTIONS

The following credit courses will be available on a full- or part-time basis during the day. Students will register as business students and receive tutorial assistance from the full-time instructor.

BUSINESS ADMINISTRATION (RIA/CGA credit)

- Accounting 150-151 — Fundamentals of Financial Accounting
- Economics 150-151 — Micro and Macro Economics (market and monetary systems, national and international policies)
- Business Law 150-151 — Canadian Business Law (contracts, insurance, real property, statistics)

MEDICAL STENOGRAPHY

Includes Medical Terminology, Transcription, Medical Typing and Office Practice. For entry, students must have minimum 50 wpm Typing with Dictatyping or Shorthand at 80 wpm, or have completed Clerk-Steno/Clerk-Bookkeeper course at NWCC.

BUSINESS — PART-TIME (EVENINGS)

ACCOUNTING 101 15 sessions — Ron Coulter — \$78.75 plus texts Mon. Jan. 9 7:00 - 10:00 p.m.
 An introduction to basic accounting, this CREDIT course covers general and synoptic journals, ledgers, simple financial statements and payroll. Completion of home assignments and tests is required to obtain certificate. 45 hours.

ACCOUNTING 102 17 sessions — Marg Ross — \$89.25 Wed. Jan. 11 7:00 - 10:00 p.m.
 A CREDIT course following Accounting 101 covering cash control, specialized journals, vouchers and inventory control. Certificate requirements include completion of all projects and tests. 51 hours. (College Centre, Room 7)

TYPING, BEGINNERS 12 sessions — Yvonne Stowell — \$42.00 Tues. Jan. 10 7:00 - 9:00 p.m.
 Learn "touch typing" and save hours of finger-watching and errors. Don't blame the machine! This is a basic course for those with no experience on the keyboard. **NO CLASS ON MARCH 20.** 24 hours. (College Centre, Room 7)

TYPING, 101/102 15 sessions — Yvonne Stowell — \$78.75 (plus texts) Thurs. Jan. 12 7:00 - 10:00 p.m.
 Students progress through this program at their own pace to improve speed with accuracy on electric typewriters, and to master the typing of letters, forms, reports and other business communication. Home assignments are required. Successful completion carries CREDIT toward NWCC business certificate. Practice times will be made available. Must have basic keyboard knowledge. PRE-TEST will be held first evening. **NO CLASS ON MARCH 22.** 45 hours. (College Centre, Room 7)

DATA PROCESSING 150 (PROGRAMMING)

20 sessions — Ron West
 — \$105.00 (plus texts)

Mon. Jan. 9
 7:00 - 10:00 p.m.

The learner will acquire basic computer literacy skills which will enable discussion of current issues of computers in society. The learner will be able to use and explain the logic process followed in business programming and will solve problems using Basic programming language. Course consists of 50% data processing theory and 50% hands-on programming. This is a CREDIT course transferrable to RIA and CGA programs. Practice time will be available. **No classes Mar. 19 or Apr. 23.** 60 hours.

(M.E.S.S., Room 104)

OFFICE PRACTICE 105 — INTRODUCTION TO DATA PROCESSING

15 sessions — Susan Scott — \$90.00 (plus texts)

On completion of this CREDIT course, the student will be familiar with data processing concepts and applications. Use of programs such as Visicalc, Word Processing, Data and File Management will give students 30 hours of hands-on experience. **No class on Mar. 21.** (M.E.S.S., Room 104)

Wed. Jan. 11 7:00 - 10:00 p.m.



Supervised lab time will be available for students in these courses.

CHOICES — CAREER EXPLORATION 3 sessions — Francis Sabine — \$2.50

Tues. Feb. 28
 6:30 - 8:30 p.m.

Trying to find where to start? Looking for a different, more interesting job? Returning to the job market or just taking a new direction? A vocational counsellor from the College, aided by the computer program Choices, will look at these questions and options open in your future. Students will be required to purchase a "Choices" manual at \$2.50 at registration time. 6 hours. **Maximum students: 16.**

(College Room LRC)

TRADES TRAINING — PART-TIME (EVENINGS)

AIRBRAKES

This course is designed to prepare the student for examination toward receiving a Motor Vehicle Branch air endorsement, to operate air-equipped vehicles on public roads, as allowed by existing licence. The course consists of theory and practical instruction. Students must pre-register with payment of fees. Maximum: 16 per class. Fee includes Airbrake manual. 24 hours. **Contact the Kitimat Campus (632-4766) for dates and fees. NO REFUNDS.**

ELECTRICAL CODE UPGRADE 12 sessions — Wayne Torrans — \$42.00 plus texts

Tues. & Wed. Jan. 10
 7:00 - 9:00 p.m.

Study of the 14th Edition of the Canadian Electrical Code Part I for journeymen and apprentices up to classification level 2. **REGISTER BY JAN. 5.** Class minimum: 15. Students will be required to purchase section outlines (approximately \$10.00 and code book). 24 hours. (M.E.S.S., Room 111)

If you are interested in the following course, please leave your name at the College, 632-4766.

ELECTRICITY — HIGH VOLTAGE

4 weeks, 2 nights per week — \$28.00 plus text

Code requirements of the 14th Edition for 750 volts and over. Theory instruction will include grounding, ground faults, primary and secondary fusing and transformers. Students will be required to purchase course materials (approximately \$10.00 plus code book). Call 632-4766 to wait-list.

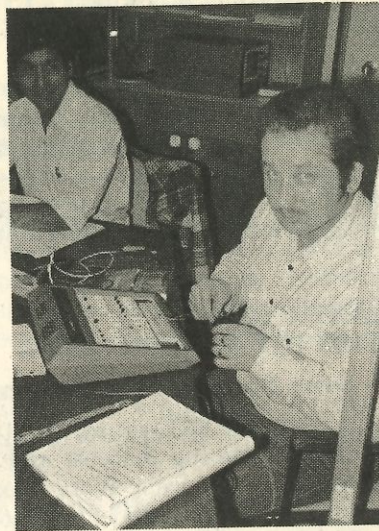
ELECTRONICS

24 sessions — Al Gow — \$105.00 (plus texts)

AC, DC, Semi-Conductors, Electrical Circuits and Digital and Pulse Circuits are 5 modules each 24 lessons in length, available to students from January to April this term. These self-study units, complete with circuit boards and test equipment, allow the student to progress at his own rate. A qualified instructor will be available as a tutor 2 evenings per week. Home study will be necessary to complete one unit per term. MPU 6800, Micro-processors, a 175-hour modular course including machine language programming and interfacing techniques will also be available this term. Pre-requisite to this unit is the Digital Electronic Techniques module or equivalent experience. **All modules carry credit to NWCC Electronics Program.** 60 hours class time.

(College Centre, Room 5)

Mon. & Wed. Jan. 9 7:00 - 9:30 p.m.
NO CLASSES MAR. 19 or MAR. 21



WELDING, BASIC

29 sessions — Sam Badr — \$126.00

A modular course developed to teach welding safety, use of oxy-acetylene welding equipment, flame cutting and arc welding equipment processes and operation. Students will be supervised in self-study theory units and practical training on both gas and arc equipment. **Students must be 18 years of age or over** and be free from health problems in vision, hearing and breathing. A minimum of grade 10 or BTSD Level III or previous work experience in trade is required. Contact lenses cannot be worn. Shiftworkers will be accommodated by providing extra time (7:00 - 7:30 p.m.) when necessary. Students will purchase own safety glasses. No classes week of Mar. 19 - 23. 72 hours.

(M.E.S.S., Rooms 505/507/512)

REGISTER BY DEC. 23. NO REFUND.

WELDING FOR WOMEN, INTRODUCTION TO

2 sessions — Sam Badr — \$12.00

A qualified welding instructor will explain the basic practice and safety procedures used in arc and gas welding. Demonstration and some "hands-on" welding. **Register by Jan. 31.** 6 hours.

(M.E.S.S., Rooms 505/507/512)

Mon. & Wed.
Jan. 9
7:30 - 10:00 p.m.

Tues.
Feb. 7
7:00 - 10:00 p.m.

TERRACE CAMPUS

TRAINING ENTRY AND TRADES TRAINING

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. These 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.

Fisheries and Marine Skills Program

Self-Study Certificate Preparation



The Northwest Community College has produced a series of self-study kits which prepare the student for specific MoT examinations. Their examinations are held monthly in Prince Rupert. One module covers one MoT examination.

Each module consists of lecture notes, exercises, answers and assignments. These modules are designed specifically for the fisherman who can study on board ship, at home or in the College.

Modules available for Fall 1983 are: 040 Chartwork and Pilotage; 020 Electronic Navigation Instruments; 060 Navigation Safety (Rules of the Road and Regulations); 161 General Seamanship. **Note:** Other modules up to Fishing Master II will be made available as they are developed.

Prerequisites — None.

Tuition: \$45.00 per module (includes contact with a tutor who will guide the student through the course by telephone as required).

Supplies: \$35.00 (includes package of course materials only). Students must supply their own rulers, nautical dividers and writing materials.

Duration: At student's own pace. It is expected that a module shall be completed within six months.

Contact the Kitimat campus to register.

Description of TRAC Programs Offered at Northwest College

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

TRADES TRAINING

MODULAR WELDING PROGRAM (Continuous Intake)

This course has been organized into package modules to ensure maximum flexibility for individualized training. Students enter the program on a continuous basis and progress at their own speed.

Module "C" is the first level of training and takes approximately 7 months. Module "B" will begin as soon as provincial materials are available. Please see College calendar for details.

ELECTRONICS TECHNICIAN

Two intakes per year: Feb. 6, 1984 - Nov. 29, 1984
Sept. 14, 1984 - June 1985

This program is designed to provide students with the skills and knowledge necessary to enter a rewarding career in a variety of areas within the electronics field. The core of 26 weeks will provide training in the basics of electrical and electronics theory and related practical assignments. Over the next 16 weeks, the student will receive training in stereo, colour TV, video systems servicing techniques, telecommunications, microprocessors by instructional demonstrations, lectures and practical "hands-on" experience. Please see College calendar for details.

PROFESSIONAL COOK TRAINING (Continuous Intake)

The objective of Professional Cook Training is to prepare students in all the basic skills necessary to gain employment in the hospitality industry. For students who have an interest in working with the general public and a desire for permanent gainful employment. Opportunities are plentiful for graduates.

General Program - 12 months
Camp Cooking Program - 6 months
Short Order Cooking Program - 3 months
Upgrading Program - Up to 3 months

FEES

Tuition \$50.00
Tool or Book Deposit 50.00
Student Association 1.00 per month

BUSINESS EDUCATION PROGRAMS

BUSINESS CAREERS (Continuous Intake)

Courses begin on Mondays as spaces become available, beginning Jan. 4. Courses are offered in:

Clerk-Typist - 4 - 6 months
Clerk Bookkeeper - 4 - 6 months
Accounting - 9 - 11 months
Medical Steno - 10 months
Legal Steno - 10 months
Word Processing - 2 - 4 months
Industrial Records & First Aid - 5 months
Start date: Jan. 30, 1984

FEES

Tuition \$50.00
Book or Tool Deposit 25.00
Student Association 1.00 per month

BUSINESS ADMINISTRATION

1-Year Certificate - Start Date Jan. 9, 1984
9-month program
2-Year Diploma - Start Date Sept. 4, 1984

FEES

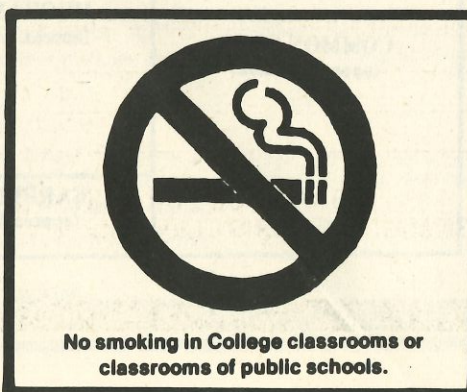
Tuition \$50.00
Student Association 1.00 per month

MARINE SKILLS PROGRAM

There are many changes proposed for the Marine Industry over the next few years. Such changes as the reduction of tonnage requirements for fish boats carrying certified masters and mate; the splitting of the Watchkeeping Mate Certificate into two parts, i.e. Watchkeeping Mate (Restricted) - for coastal operation, and Watchkeeping Mate (General) - for ocean voyages; changes to the buoyage system; and new 1983 regulations for the Prevention of Collision at Sea and many more.

Northwest Community College has developed a comprehensive Marine Training Program in the areas of certificate preparation and safety education, as well as practical fishing skills.

Most courses are offered at the Prince Rupert campus. Please contact Captain Ben West at 627-7598 for further information on any of these courses.



WE NEED YOUR OPINION

Northwest Community College, Kitimat, is striving to respond to community needs. Would you take a few minutes and answer this questionnaire and let us know how we are doing?

- Have you taken any of the following programs or services offered by our Centre? (Please check where appropriate.)
 - a) adult basic education (BTSD or ESL) _____
 - b) vocational (business office training, airbrakes, welding) _____
 - c) continuing education courses (General Interest) _____
 - d) first- or second-year university transfer courses _____
 - e) seminar, workshop or meeting _____
 - f) counselling or information services _____
 - g) library services _____
 - h) adult special education services _____
- How many of the programs and services listed in question 1 above are you aware that we offer; ALL _____ MOST _____ SOME _____ NONE _____
- Do you know where the Campus of Northwest Community College is located? YES _____ NO _____
- Can you identify a program or service that we do not presently offer that would be valuable to you or someone you know in the community?

- How effective are we in getting information about the College to you (please check one of the following):
 - a) you hear from us often and feel well informed about the College _____
 - b) you would like to receive more information from us _____
 - c) you rarely, if ever, receive information from us and do not feel well informed about the College _____
- If you are familiar with our facilities in the Northwest, how would you rate them?

- How would you rate the Campus of Northwest Community College in a general way for the programs and services it offers?

- Please provide any comments that will assist us in preparing our programs and services.

THANK YOU FOR TAKING TIME TO COMPLETE THIS QUESTIONNAIRE.
PLEASE MAIL IT TO US (606 City Centre, Kitimat, B.C., V8C 2N2) OR DROP IT OFF AT THE CAMPUS OFFICE.