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NORTHWEST COMMUNITY COLLEGE

KITIMAT CAMPUS — 632-4766

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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.

Business & Professional

Refund Policy

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:
 VOCATIONAL/TRADES — \$3.00 per day up to a maximum of \$56.00.
 A.B.E. — \$2.50 per day up to a maximum of \$42.00.
 VOCATIONAL PART-TIME — See Refund Policy on Page 13.
3. 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.)

Day Programs

Business Careers Training — full- or part-time

INSTRUCTOR:	Vanessa Oltmann, I.D.	FEE	\$56.00/month full-time
TIME:	9:00 a.m. to 4:00 p.m.		\$56.00/month part-time
DATES:	Continuous Intake		plus texts and refundable book deposit
	Starting January 2, 1985		

REGISTRATION on a full- or part-time basis is accepted at any time. Applicants will be accepted as spaces are available in the various programs. Full-time applicants may be given priority over part-time applicants.

Diploma Program:

Clerk Typist and Clerk Bookkeeper programs are 4- to 6-month courses which include work in Data Processing, Office Practice, Accounting, Typing, Dictatyping, Business Machines and Business English.

PREREQUISITES: 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. For individual evaluation of experience, please make an appointment to see the instructor.

Accounting Option — Prerequisite — A Northwest Community College Clerk-Bookkeeper certificate or equivalent experience and training. A 4-month course including Financial Accounting, Economics, Law, Data Processing, Business Mathematics and Computerized Accounting. For students working towards CGA or RIA certification, the following courses will give credit on these professional programs: Accounting 150-151, Economics 150-151, Business Law 150-151.

Advanced Options (Diploma Programs)

PREREQUISITE for the following advanced options is a Northwest Community College Clerk-Typist or Clerk-Bookkeeper certificate, or possession of extensive qualifying experience as a dictatypist (50 nwpm minimum) or a clerk stenographer (80 wpm shorthand and 50 wpm typing minimum). Applicants who do not have an NWCC Clerk-Typist or Clerk-Bookkeeper certificate should make an appointment with the instructor.

Medical Stenographer — Includes Medical Terminology, Transcription, Medical Typing and Office Practice. 4 to 6 months to completion.

Word Processing — Includes courses in Word Processing Concepts, Electronic Typewriters, Easywriter II and Wordstar word processors, advanced transcription and advanced word processing applications. In addition to the above prerequisites, students should have superior skills in spelling, grammar and punctuation, and the ability to use various reference sources. 5 months.

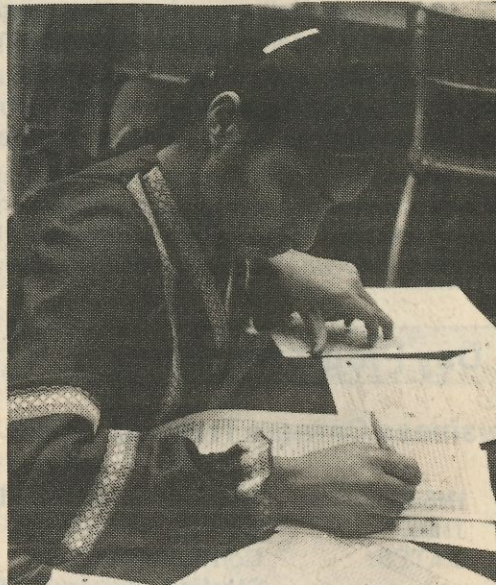
Administrative Secretary — Includes the full word processing program as described above, as well as Business Law, Rough-draft Typing and Advanced Typing. Students should have superior English skills and the ability to study abstract subjects.

Evening Programs & Workshops

Accounting 101/102 20 Sessions —
Marg Ross — \$90.00 plus text

College CREDIT courses identical to those taught in regular Business Careers day program. The introductory level (101) covers routine profit and loss, general ledgers and payroll. Students who have completed 101 will proceed to study specialized journals, cash control, bank reconciliations and inventory control. Either Accounting 101 or 102 can be completed this term.

50 hours (College, Room 4)
Mon. & Thurs. Jan. 21 7:00 - 9:30 p.m.

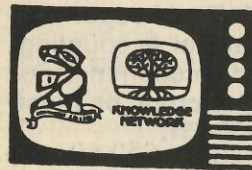


Business Data Processing (Data Processing 150) 20 Sessions —
Blair Hogg, R.I.A. — \$120.00 plus text

This course will provide students with basic computer literacy skills and sufficient knowledge of data processing to enable discussion of current computer issues. Specific topics include: principles of data processing, computer programming in basic (hands-on), a survey of applications of modern computerized information systems. Course includes 50% hands-on experience using Apple II+ computers. Lab time will be available on Saturday mornings. C.A., R.I.A., C.G.A. and college credit.

60 hours (M.E.S.S., Room 104)
Mon. & Thurs. Jan. 21 7:00 - 10:00 p.m.

Business of Management



This telecourse is designed to help the new or aspiring business person obtain essential skills in planning and organizing, staffing and directing, controlling, decision making, motivating and communicating. Top experts in management share their experiences to present a realistic picture of management in the 1980s. The college provides tutorial support for those wishing to take this course for credit as MANAGEMENT 150 in the Business

Administration Program.

TIMES: Thurs., 12:00 noon - 1:00 p.m.
Jan. 17 - Apr. 11 (13 sessions of 2 programs each)

REPEAT: Wed. & Fri., 7:30 p.m.
Jan. 16 - Apr. 17 (26 sessions)

PLACE: KNOW, CABLE 12

FEE: \$108.00 — BOOKS: \$58.90

Introduction to Computers I (Office Practice 105)

15 sessions — Susan Scott — \$90.00 plus texts

This course is intended for people who have little or no experience with computer software. Commercial programs in word-processing, filing systems and accounting will be used for hands-on experience. A practical course for the small office. College Credit.

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

Tues.
7:00 - 10:00 p.m.
and 3 sats.
9:00 a.m. - 12:00 noon
Jan. 8

Introduction to Computers (Office Practice 105) II 13 Sessions —
Marc Potter — \$95.00 plus texts

Section II of this popular course will cover the same content material as section I but using IBM-PC microcomputers. Similar word and data processing programs will be introduced. Lab time available Thursday evenings. A computer diskette must be brought to the first class.

39 hours. (College, Room 3)

Tues.
Feb. 19
7:00 - 10:00 p.m.

Typing for Beginners 12 Sessions — Carol Larsen — \$45.00 plus text

This is a course for people who have never used a typewriter. A "touch-typing" course teaching keyboarding basics on electric typewriters. This is a practical course for those using computers, word processors or typewriters. Practice times available.

24 hours. (College, Room 5)

Tues.
Jan. 15
7:00 - 9:00 p.m.

Typing, Speedbuilder

5 Sessions — Carol Larsen — \$20.00

This course is designed for experienced typists and stenographers who have previously worked in the field and wish to build their speed. The course will include correction of poor typing habits and speed development using timed writings. Students will have access to electronic typewriters for practice time and the "Typing Tutor" on the Apple II+ computer.

10 hours. (College, Room 5)

Tues.
Jan. 22
7:00 - 9:00 p.m.

Typing 101/102 (Advanced)

13 Sessions — Phyllis Foley — \$72.00 plus text

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 (to be assessed by instructor).

40 hours. (College, Room 5)

Thurs.
Jan. 17
7:00 - 10:00 p.m.

Accounting 104 — Computerized Accounting

10 Sessions — \$60.00

A hands-on computer applications course for the accounting student. The student will gain experience in setting up and maintaining company records on a microcomputer. Throughout the assigned job simulations, the emphasis will be on the importance of accurate input, careful verification of data and maintenance of a good audit trail. College CREDIT course using BPI courseware on IBM-PC microcomputers. Students must have completed Accounting 101/102 or have recent accounting experience. LIMIT — 8 PER CLASS. This course is now wait-listing to begin in April. Please call the College (632-4766) if you wish to register for the April class. (1 evening per week for 10 weeks.)

30 hours.

Business/Industry Services

*Audun Birkedal, Program Director (635-6511)

Through Business/Industry Services, Northwest Community College offers time and cost effective courses, seminars, workshops and clinics in many areas and levels to business, industry and government, organizations and individuals throughout the College region.



Federal Business Development Bank Banque fédérale de développement

All courses held at Northwest College, Kitimat — Minimum enrolment of 10 required 1 week in advance — NO REFUND.

The ABCs of Computing in Small Business

This fact-filled course will give the Small Business owner/manager and employee the information necessary to determine when or if a computerized data processing system will benefit their business in terms of efficiency and cost.

You the participant will be able to:

1. Understand computer hardware terminology.
2. Understand computer software applications.
3. Select the appropriate hardware and software for your business.
4. Initiate a spread sheet program, an electronic filing program, a business graphics program and a word processor.
5. Understand, enter and run a simple Basic program which contains Input, Print and Assignment statements.

You will learn all this and more. How? By looking inside the computer, starting it up (booting it) and seeing and using several software packages, such as spread sheets (all the Business Accounting activities), word processing (form letters, etc.) and Computer Aided files (customer base files).

Duration: 2 days, 6 hrs. per day

Date: Feb. 25 and 26

Fee: \$140.00

Improving Your Small Business Retailing Operation

This fact-filled no-nonsense seminar will expose owners/managers, employees and individuals seeking employment in the retail businesses to the solutions of some common retail problems. 6 hours.

They will learn:

1. The role of the customer
2. How to choose a location for a store
3. Purchasing, Shrinkage, Buying — develop a plan; Suppliers — select the best
4. Pricing — Competition — how to react; Price Lining — a strategy for better pricing
5. Promotion — Sales Promotion — attracting customers; Display — getting customers interested; Selling — how to improve sales staff.

Date: Feb. 21

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

Fee: \$47.50

Instructor: FBDB

A Computer: Is It the Answer for Small Business?

A fact-filled course, full of practical tips for the small business owner/manager, or those employed in business. 3 hours.

The participants will learn:

1. When and how a computerized data processing system will benefit their business in terms of efficiency and cost.
2. Gain greater understanding of financial management and the importance of a well-organized basic book-keeping system.
3. Computerize through introduction to computers.
4. How to better avoid the common mistakes and prepare themselves for the computer market.
5. How to get your money's worth when shopping for computer hardware and software.

Date: Feb. 21

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

Fee: \$26.50

Instructor: FBDB

Advertising and Promotion in Small Business

A fact-filled course, full of practical tips for the small business owner/manager and those employed in business. 6 hours.

The participants will learn through group discussions built around real-life case studies:

1. Why and how to promote their business.
2. How much they should spend on promotion and when.
3. Which medium is best for their business.
4. What the advertising should say.
5. How to measure results. Is the promotion getting the desired results? And more...

Date: Mar. 21

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

Fee: \$47.50

Instructor: FBDB

Motivating Your Personnel in a Small Business Environment

This is a fact-filled course, full of practical tips for the small business owner/manager and those employed in business. 3 hours.

The participants will learn:

1. What motivation is.
2. The climate of motivation.
3. The causes and mechanisms involved in motivation.
4. How to establish a "Plan of Action".
5. How to set the climate for motivation in their personnel.

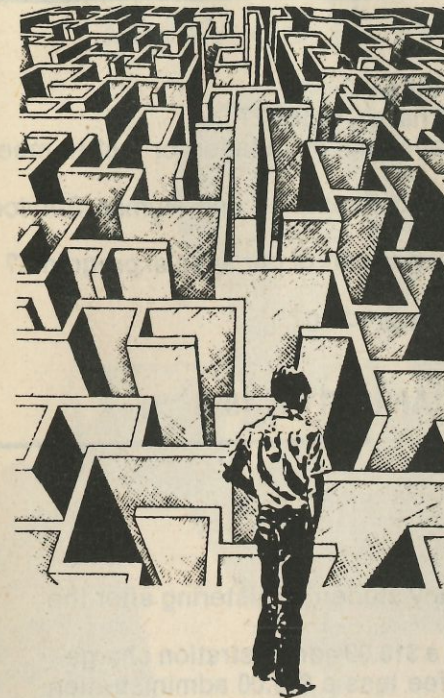
Date: Mar. 21

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

Fee: \$26.50

Instructor: FBDB

Counselling Services



Charting your course???
Unsure where to go
or how to get there???

The COUNSELLING CENTRE provides help in....

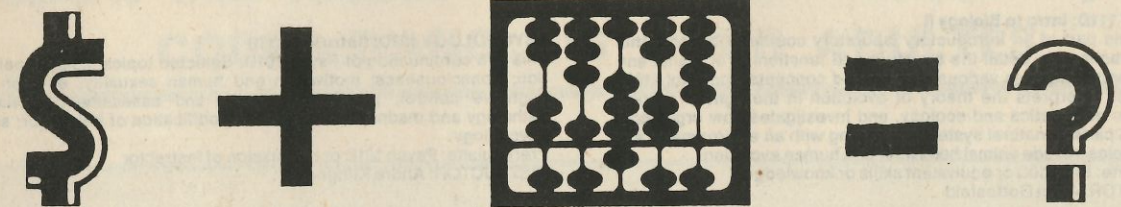
- * career planning
- * vocational choice
- * applying for financial aid
- * learning study skills

We have information on....

- * college programs
- * university programs
- * correspondence and distance education programs
- * many, many careers

We're here to help! A counsellor from Terrace campus, Francis Sabine, will be in Kitimat to see students on an appointment basis. Call 632-4766 to make an appointment.

Financial Aid



Does the cost of education put a stop to your plans?

There is help!!!

Financial aid for education takes many forms. There are loans, scholarships and bursaries. You may borrow money, interest-free, through the Canada Student Loan or B.C. Loan programs. The College provides over \$12,000 each year in non-repayable bursaries. The College has a new Entrance Scholarship program which may pay your full tuition.

Kitimat students only may apply to the Kitimat Bursary Fund. See Kitimat Director.

Do not hesitate to apply. You won't receive help unless you do!!!

Don't let the cost of education stand in the way of your future.

* Ask about the new "Scholarship Plan" at Northwest. High school students graduating with A/B averages are eligible for tuition scholarships of 50 to 100 percent of fees.

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?

CLASSES COMMENCE MONDAY, JANUARY 7, 1985

Refund Policy

Academic (Part- and Full-Time)

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 fees less a \$10.00 administration charge.
3. Withdrawal after third or fourth class — 50% of tuition fee less a \$10.00 administration charge.
4. Withdrawal after fifth class — NO REFUND

University Transfer

Fees for distance delivery courses: \$57.00 per course (3 credits) plus text. For more details, contact the Kitimat campus (632-4766) or the course instructor (635-6511).

REGISTER NOW FOR:

BIOLOGY 111D: Intro to Biology II

The second part of an introductory laboratory course in biology, this course examines in detail the structure and functioning of plants and animals, and integrates various themes and concepts from Biol 110D. The course interprets the theory of evolution in the light of current knowledge of genetics and ecology, and investigates how organisms behave as parts of natural system interacting with an environment. Additional topics include animal behaviour and human evolution. Prerequisite: Biol 110D or equivalent skills or knowledge. INSTRUCTOR: Allen Gottesfeld

ENGLISH 101D: (Lit & Comp II)

This course is an introduction, using twentieth-century samples, to poetry and drama. In the first half, the course briefly considers figurative language, sounds and rhythm. It then looks closely at how a poem is organized, how specific subjects can be treated in a variety of ways, and how thematic patterns emerge.

In the second half, you will study three plays written since 1950, examining the most common techniques of comedy and tragedy, and analyzing the plays in terms of dramatic structure, characterization and theme.

Prerequisite: None
INSTRUCTOR: TBA

ECONOMICS 201D:

(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 of contemporary issues in the private and public sectors (prices, value, theory, collective bargaining, poverty, pollution, advertising).

Prerequisite: None
INSTRUCTOR: Peter Weber

PSYCHOLOGY 102D: (Intro Psych II)

This is a continuation of Psych 101D. Selected topics include: perception; consciousness; motivation and human sexuality; emotion and cognitive control; personality theory and assessment; deviance, pathology and madness; therapeutic modification of behaviour; social psychology.

Prerequisite: Psych 101D or permission of instructor
INSTRUCTOR: Andre Klingner

SOCIOLOGY 102D:

(Intro Sociology II)

An examination of the major institutions of society and some of the major trends of modern society. Religion, law, education, politics, urbanization, industrialization and social movements will form the basis of the course.

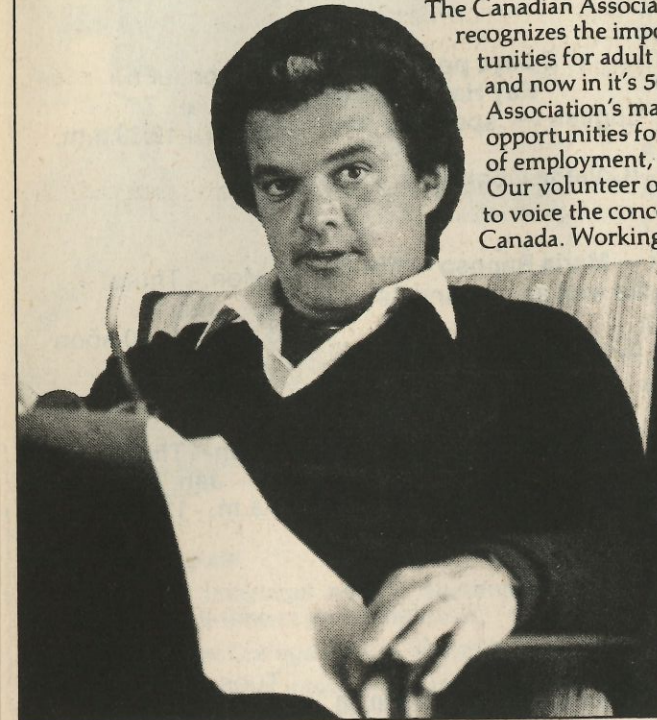
Prerequisite: Sociology 101D or permission from the instructor
INSTRUCTOR: Jake Muller

GEOGRAPHY 230D (Introduction to Human Geography I: People and the Environment)

In this course you will look at the effect of the environment on people and, more significantly, people's modification of the environment. Since the complex interrelationship between people and the environment is a central concern of the human geographer, the development of present-day views on this relationship is traced. Both determinist and possibilist views are discussed. You will study such impact of human activities on the environment. As you study the subject areas, you will also develop a range of cartographic and research skills.

Prerequisite: None
INSTRUCTOR: Paul Sneed

"Education? It's as important to me now as it was 15 years ago"



The Canadian Association for Adult Education recognizes the importance of educational opportunities for adult learners. Established in 1935, and now in its 50th commemorative year, the Association's main goal is the promotion of learning opportunities for Canadian adults in the fields of employment, citizenship and cultural development. Our volunteer organization is working hard to voice the concerns of adult learners across Canada. Working together, we are supporting

existing programs of adult education and speaking out on matters of joint concern.

Whether you're picking up a book from the library, or enrolling in a night course, education and learning are a part of your life, all of your life. Let learning turn your life on . . .

**Learning
Turns Your
Life On**



**CEA
AAE**
CANADIAN
ASSOCIATION FOR
ADULT EDUCATION
Corbett House,
29 Prince Arthur Ave.,
Toronto, Ontario
M5R 1B2

成人英語班

ΑΓΓΛΙΚΑ ΜΑΘΗΜΑΤΑ

AIKUISTEN ENGLANNIN LUOKKA

CLASAS PARA ADULTOS

ਦੀਡਮ ਦਾਮਰੀ ਮਾਰਿਜੀ ਦੀਗਾਂ ਕਮਾਤਾਂ

COURS D'ANGLAIS POUR ADULTES

Adult Basic Education

OPEN HOUSE

REGISTRATION and PLACEMENT

MONDAY, JANUARY 7 — 9:00 A.M. to 12:00 NOON

Come and meet your teacher and fellow students. New students welcome. Classes begin after registration on Monday, January 7, 1985.

CLASSES BEGIN JANUARY 7

English Language

ALCAN WILL PAY FEES FOR ENGLISH LANGUAGE CLASSES FOR ITS EMPLOYEES AND FAMILY MEMBERS LIVING IN THE SAME HOUSEHOLD

Mornings

English for Beginners (Levels 1 - 4)
Emphasis will be on oral practice of everyday English — speaking and listening skills.
240 hours

5 days per week — Kay Hall — \$85.00
Mon. - Fri.
Jan. 7
8:30 a.m. - 12:30 p.m.

(College Centre, Room 6)

Intermediate English
Instruction in written skills, phonics and spelling, as well as oral and listening skills.
144 hours

4 days per week — Maria Raposo — \$60.00
Mon. - Thurs.
Jan. 7
9:00 a.m. - 12:00 noon

(College Centre, Room 7)

Advanced English
Continuation of written and oral work, including vocabulary development.
144 hours

4 days per week — Roberta Bowen — \$60.00
Mon. - Thurs.
Jan. 7
9:00 a.m. - 12:00 noon

(College Centre, Room 1)

Evenings

English — Beginner/Intermediate/Advanced
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

2 evenings per week — Maria Raposo — \$30.00
Tues. & Thurs.
Jan. 8
7:00 - 10:00 p.m.

(College Centre, Room 1)

Canadian Citizenship Class
Are you wondering how to go about becoming a Canadian Citizen? Register for classes which 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

6 classes — Kay Hall — \$5.00
Thurs.
Feb. 21
7:00 - 9:00 p.m.

(College Centre, Room 6)

Adult Upgrading

THERE ARE DIFFERENT WAYS TO UPGRADE YOUR EDUCATION DEPENDING ON WHY YOU WANT IT AND HOW YOU LIKE TO LEARN!

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.

Open Learning Institute

For information, call Richmond Toll-free Number: 112-800-663-9711



Length of Program

Varies to suit individual needs. Students may register on a full-time or part-time basis.

Location: Kitimat College Centre, Room 2

Date: Continuous intake from Jan. 7 to Mar. 29

Time: Mon. - Fri.,
9:00 a.m. - 4:00 p.m.

Fees: \$42.00 per month
(full-time or part-time)
\$25.00 book deposit (refundable)

Grade 12 Equivalency Exam Preparation (G.E.D.) 10 Sessions — Brenda Lupick — \$8.00 plus text

Designed to assist students to prepare for five-part G.E.D. exam set by the Ministry of Education. Tutoring will be available in all test areas — English, Socials, Math and Science. Tutorial assistance for BTSD also available these evenings on request.

20 hours

BTSD (Basic Training for Skill Development)

Chris Wozney — \$42.00 per month plus \$25.00 book deposit and/or texts required

An adult upgrading program to bring Math, English and/or Science skills to trades entry levels. Students may study one or three subjects to obtain diplomas at a Level III or Level IV (approximately Grade 10 and 12 for vocational program entry requirements).

Requirements for Admission

Applicants must:

1. Have been away from the public school system for at least one year.
2. Be capable of concentrated, independent study.
3. Be over 18 years of age. (See criteria for under-age applicants).
4. Have a career or educational goal.

Under-Age Application Admission Criteria

Above factors apply plus:

1. Written permission from the Superintendent of School District 80.
2. Written permission from the High School Principal or Counsellor.
3. Reasons for leaving school must be fully outlined. (A behaviour problem does not qualify for entry into Upgrading.)
4. Interview with College Counsellor or Director.
5. Written contract with instructor re attendance and work progress.
6. Work experience is an asset. This provides an indication of maturity and a career goal.

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

(College, Room 2)

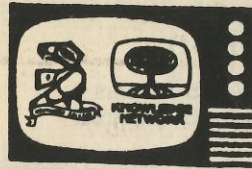
G.E.D. Examinations

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. **EXAMS MAY BE WRITTEN AT THE TERRACE CAMPUS ON THE FOLLOWING DATES:**

NWCC TERRACE MARCH 29/30

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

General Education Development



Students may also prepare for the G.E.D. TESTS by taking the G.E.D. preparation telecourse.

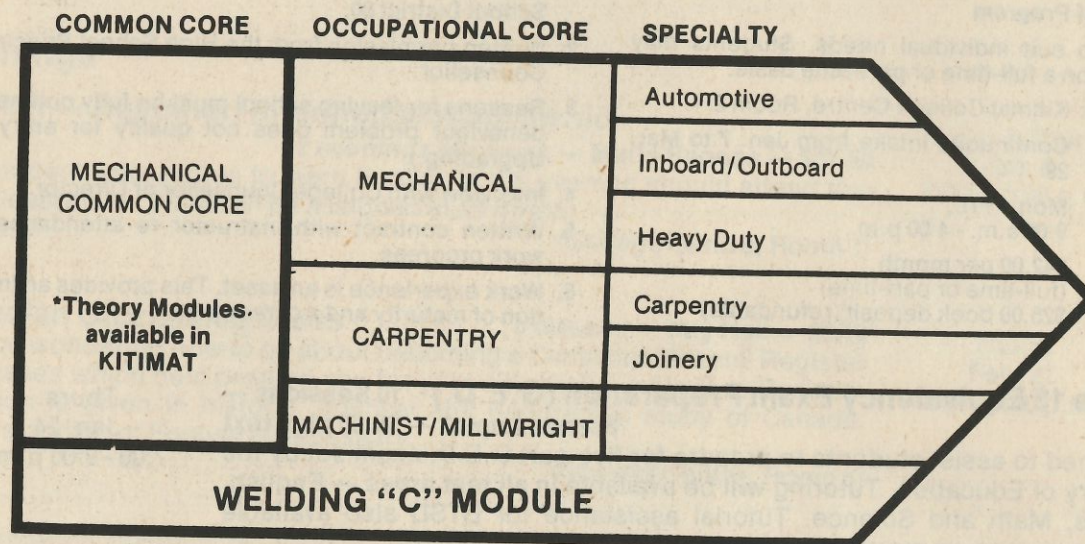
TIMES:	G.E.D. MATH	— Fridays, 9:30 a.m. January 18 - March 29 (10 sessions)
	G.E.D. SCIENCE	— Fridays, 9:30 a.m. April 5 - April 19 (3 sessions)
	G.E.D. GRAMMAR	— Fridays, 10:00 a.m. January 18 - March 22 (10 sessions)
	G.E.D. LITERATURE	— Fridays, 10:00 a.m. March 29 - April 26 (5 sessions)

PLACE: KNOW, CABLE 12

FEE: \$10.00 (for complete series) — **BOOKS:** \$10.50

Training Access (TRAC)

Common core modules for entry into trades training will be available in Kitimat this winter. Students will be able to study and complete theory modules A, B, C, E, O, N for credit toward common core program in Terrace. **REGISTER IN KITIMAT. Fee: \$56.00 per month, plus texts**



REGISTRATION

BEGINS JANUARY 2
9:00 a.m. - 5:00 p.m.
at the College

SATURDAY, JANUARY 12
10:00 a.m. - 2:00 p.m.
at the College



Part-Time Courses

"To be caught up in the world of thought — that is education." *Edith Hamilton*

Refund Policy

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 "NO REFUND". **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.

Airbrakes

4 sessions plus Sat. — Joe Farina — \$50.00

This course prepares drivers for a written practical serviceability test on types of airbrake systems in use on motor vehicles. Participants will be given proof of course attendance and practical examinations by the Instructor in order to take the written test at the Motor Vehicle Branch within 30 days from the completion of the course. Students must meet Motor Vehicle Branch standards for the class of driver's licence desired. Those students who require an industrial endorsement must have a letter of proof from their employer stating they have operated off-highway equipment and must also be prepared to submit a medical examination.
(College, Room 7)
24 hours

Tues. & Wed.
Feb. 26
6:30 - 10:30 p.m.
plus
1 Sat.

Band

20 Sessions — Mike Eddy — FREE

If you own a band instrument, come and play along! Wednesday evenings from January 9 to May 29 in the band room at Mount Elizabeth. 50 hours. 2nd year — (6:30 - 7:30) for those who were beginners last year. Community — (7:30 - 9:00) for those with some proficiency. Concert band music.
CALL THE COLLEGE AT 632-4766 TO REGISTER. (M.E.S.S., Room 405)

Wed.
Jan. 9
6:30 - 7:30 p.m. &
7:30 - 9:00 p.m.

Books for Kids

1 Evening — Julie Ourom — FREE

Children are learning machines which need to be fed! Learn how to encourage your children to read, how to select books for any age level and where to find what you're looking for. Give your child a head start! Make him think reading books is fun!! No charge, but please call the College (632-4766) if you plan to attend.
(College, Room 7)

Tues.
Feb. 12
7:00 - 9:00 p.m.

Cabinetmaking

10 Sessions — Sab Ribeiro — \$54.00

A project course for students who have basic woodworking and machine safety skills. Advanced instruction in design, panel construction, joinery and finishing will be given. Class time will be available for students to complete projects. Material costs extra.
30 hours
(M.E.S.S., Room 508)

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

Calligraphy — Beginner

5 Sessions — Don Malcolm — \$16.00

Your last chance this season to learn the basics of italic handwriting! Using a minimum of materials (supply list available), learn to letter invitations, stationery and cards. Bring a pencil and paper the first night.
10 hours
(M.E.S.S., Room 128)

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

Canada Council: Author Readings

The following authors will be travelling to Kitimat to present public readings of their works. Canada Council, in support of Canadian artists, subsidizes these readings to encourage the public to listen to, read and support Canadian culture. Readings are free, but please phone the College (632-4766) to register **AT LEAST ONE WEEK IN ADVANCE**.

SHARON BUTALA: Ms. Butala is a Saskatchewan author who left a career as an educational psychologist on the faculty of the University of Saskatchewan to become a professional writer. She moved to a ranch in southern Saskatchewan and since that time (1975) has received awards in both long and short fiction and non-fiction. Publications include short stories ("Coming Attractions" — Oberon Press), a new novel ("Country of the Heart", 1984) and an upcoming collection of poetry and short stories. Ms. Butala will be in Kitimat for a public reading in April. Contact the Kitimat Public Library (632-4758) for more information.

GEORGE STANLEY: Mr. Stanley is well known in the Kitimat-Terrace area as one of the academic team from Northwest Community College. He has taught English at the College since 1976 and is active in the educational community. Farther afield, Mr. Stanley is recognized as an author and published poet. Two books of poetry ("You" and "The Stick") were published in 1974, with his most recent collection entitled "Opening Day" coming out this year from Oolichan Press. While he has read at universities and colleges across Canada and the United States, this is an excellent opportunity to hear and meet a local author at home. No fee is charged for this public reading sponsored by the Canada Council. Look for Mr. Stanley at the Kitimat Centennial Museum community room in May.

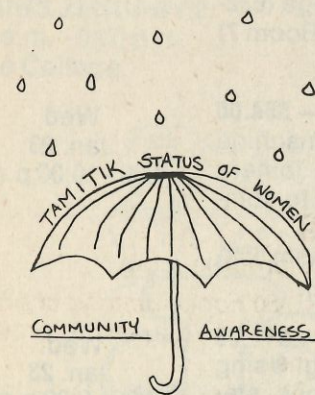
Canadian Citizenship Class

Are you wondering how to go about becoming a Canadian citizen? Register for classes which help prepare you for your citizenship interview. Basic instruction is given in historic, political and geographic study of Canada. Understanding of English is necessary.

6 Classes — Kay Hall — \$5.00

Thurs.
Feb. 21
7:00 - 9:00 p.m.

(College Centre, Room 6)



PROGRAM

Cap Off Your Day!

36 Sessions — Tamitik Status of Women — FREE

Three afternoons a week, women of all ages are invited to attend a variety of programs being presented **FREE OF CHARGE** at the College. Workshops and time to meet your neighbours and relax! For women with children, a pre-school program is provided at no charge. Pre-registration is not necessary. For more information, call Marg Simons (632-4450) or Tamitik Status of Women (632-2020). **CAP** — A Community Awareness Program — is co-sponsored by Tamitik Status of Women.

(College, Rooms 1, 6, 7)

Tues./Wed./Thurs. — Begins Jan. 8 — 1:00 - 3:00 p.m.

Childbirth Alternatives

8 sessions — Mary Thomson — \$20.00

Mary Thomson, a successful VBAC mother and member of the Kitimat Childbirth Support Group, will lead a series of eight practical lessons for expectant couples (or mothers). Topics will include nutrition and exercise, planning for labour, medical procedures, Caesareans and Caesarean prevention, and stages of birthing. Classes of special interest to women with previous C-section or difficult deliveries.

16 hours

(College, Room 1)

Mon.
Jan. 21
7:30 - 9:30 p.m.

Computers for Beginners

10 Sessions —

Ted Griff — \$16.00 plus diskette

This is a beginning course teaching Basic program commands, simple programming and graphics. Learn to use the computer as a calculator or storage machine. Bring a blank diskette to the first class.

10 hours

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

Tues. & Thurs.
Jan. 22
5:45 - 6:45 p.m.

Computer Programming Techniques

8 Sessions —

John Beames — \$32.00

This course is for those who have had basic programming experience in BASIC. A practical, hands-on course giving an overview of data management, simulations, games and further programming. A basic word processing program (Bank Street Writer) will be introduced. One-to-one practice on Apple II + computers. Students must have a blank diskette for the first night. **SUPERVISED LAB TIMES ON SATURDAY MORNINGS.**

16 hours

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

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



Bits and Bytes



This telecourse introduces microcomputers to the computer novice. Actor-comedian Billy Van represents the average viewer of a telecourse, interested in computers but at the same time rather frightened of them. Under the non-threatening guidance of Luba Goy, Billy learns how to load and store programs, play games and use computer graphics and music on a variety of the microcomputers available today.

TIMES: Mondays, 12:00 noon - 12:30 p.m.
Jan. 14 - Apr. 1 (12 sessions)
REPEATS: Saturdays, 6:00 - 6:30 p.m.
Jan. 19 - Apr. 6 (12 sessions)

PLACE: KNOW, Cable 12

FEE: \$10.00, includes viewing guide

learn at home
**DISTANCE
LEARNING**

Introduction to Personal Computing

Take a **COMPUTER** home with you and learn BASIC programming.

This course provides a "hands on" introduction to computers. The TRS-80 hooks up to your home television and teaches BASIC computer language programming. You will be required to provide your own portable cassette recorder and cassettes to store the programs.

DATES: We are taking names for our **WAIT LIST**; some computers are available now.

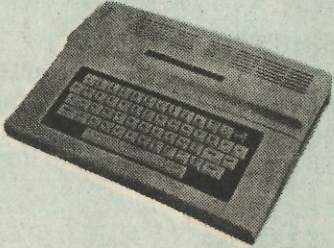
COMPLETION DATE: **COMPUTER MUST BE RETURNED** precisely 6 weeks after receiving it.

FEE: \$40.00, plus a certified cheque for \$50.00 as a deposit.

THE NEW LITERACY
AN INTRODUCTION TO COMPUTERS

Be part of the literate society. Explore the world of computers in this exciting television series.


WIN! your own
**Radio Shack
COLOR
COMPUTER 2**



Enroll now to learn about the fascinating world of personal computing right in your own home! We'll arrange registration, study materials and show you how to get the most from your Telecourse by tuning in lessons on the **Knowledge Network**.

Enter your name where you register for "The New Literacy" to be the lucky winner of the new Color Computer 2 from Radio Shack. It's a powerful 64K extended BASIC personal computer that attaches to any TV set. With a typewriter quality keyboard, the Radio Shack Color Computer 2 is perfect for home, school or work.

Contest rules apply. Check the official entry form.



The New Literacy — An Introduction to Computers



This telecourse reflects the trend toward a more practical approach in introductory computer courses. It is an up-to-date survey of electronic data processing, computer hardware and software systems, and developments that will provide the basis for further advancements in information processing.

Students will also require 30 hours of computer lab time to receive full credit as DATA 150 in the Business Education Department.

TIMES: Tuesdays, 12:00 noon - 1:00 p.m.
Jan. 15 - Apr. 9 (13 sessions)

REPEATS: Thursdays, 8:00 - 9:00 p.m.
Jan. 17 - Apr. 11 (13 sessions)

PLACE: KNOW, CABLE 12

LAB TIMES: Saturdays, 1:00 - 5:00 p.m.
Sundays, 9:00 a.m. - 4:00 p.m.
Feb. 2, 3, Mar. 2, 3 and 30, 31

PLACE: IBM COMPUTER LAB,
NWCC, Terrace

FEE: Credit: \$188.00 — **BOOKS:** \$35.75
General Interest: \$10.00 (no labs) —
BOOKS: \$35.75

MIN: 10 Students

MAX: 12 Students

Conservation & Outdoor Recreation Education (C.O.R.E.) (with or without firearm endorsement)

Instructors from the local Rod and Gun are planning to present this 30-hour course on outdoor skills and hunting safety. Range work will be included. Students must be 14 years of age.

30 hours

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

To wait-list for this course, please call the College at 632-4766

**10 Sessions —
\$50.00 plus texts**

Mon. or Wed.
Jan. 14/16
7:00 - 10:00 p.m.



CPR — Heartsaver

**1 Session —
Kathi Nelson — \$25.00 (includes text)**

Heart disease is Canada's No. 1 killer. Biological death occurs 4 to 6 minutes after breathing or heartbeat ceases. CPR performed during this crucial time can prevent brain damage and death. Would you know what to do in an emergency? Attend this 4-hour practical training session and learn to save a life.

4 hours

Sat.
Jan. 26
9:00 a.m. - 1:00 p.m.

(College, Room 7)

CPR Basic I

**2 Sessions —
Kathi Nelson — \$30.00 (includes text)**

Anyone trained in CPR Lifesaver techniques can take this follow-up course. In 2 evenings you will learn 2-person and infant CPR as well as more advanced theory. This is an excellent course for parents or those working with children or in sports. If a **WEEKEND COURSE** is preferred, please let us know. **REGISTER BY MAR. 4.**

Tues. & Thurs.
Mar. 12
7:00 - 11:00 p.m.

(College, Room 7)

CPR "Special" Heartsaver Course

Kathi Nelson & Ilona Kenny **1 Session — \$10.00**
Special Savings in Heart Month! February is Heart Month. To encourage as many people as possible to learn to "save a life", CPR instructors in Kitimat are volunteering their time to train you. A special broadcast on the KNOW Network (Channel 12) at 7:30 p.m. Monday, February 25, will teach the theory part of this 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) **Monday evening, February 25** — instructors will give practical instruction following the TV broadcast. Be at your location by **7:15 p.m.** Watch the program and complete the practical from 8:30 to 10:00 p.m. at either of these locations:
 - a) Northwest Community College, LRC
 - b) Mount Elizabeth Secondary School, Room 118
- 2) Watch the TV broadcast in your home (Channel 12) on February 25 and sign up for a practical session on **Saturday, March 2, 10:00 a.m. to Noon.** Saturday classes will be held at Northwest College, Rooms 6 & 7.

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

REGISTER AT THE COLLEGE BY FEBRUARY 15

Electrical Code Upgrade

12 Sessions —
Wayne Torrans — \$48.00 plus text
Study of the Canadian Electrical Code Part I (14th Edition) for journeymen and apprentices level 2 and up. Students will be required to purchase section outlines (approximately \$10.00) and code book.
24 hours (College, Room 6)
REGISTER BY JANUARY 15 — NO REFUND.

Tues. & Wed.
Jan. 22
7:00 - 9:00 p.m.

Electronics

24 Sessions — Al Gow —
\$120.00 (plus text or book deposit)
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 March. 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. Prerequisite to this unit is the Digital Electronics module or equivalent experience. **All modules carry credit to NWCC Electronics Program.**
60 hours class time (College, Room 7)
REGISTER BY JANUARY 15 — NO REFUND.

Mon. & Thurs.
Jan. 21
7:00 - 10:00 p.m.

Emily Carr
College of Art
Outreach

Emily Carr College of Art in Vancouver and NWCC are again co-operating to offer a series of top-quality art workshops in different mediums for local residents. Enrolment is limited. Register early.

REGISTER FOR THIS WORKSHOP ONE WEEK IN ADVANCE — NO REFUNDS.

Weekend Workshop in Watercolour

This workshop will introduce the participants to both the traditional and contemporary techniques of painting with watercolours. The artist-teacher will illustrate various techniques with a discussion and slides, a historical survey of watercolour artists, and with practical demonstrations. Experimentation will be encouraged. Participants should bring samples of their own work or examples of works that have personal appeal.

Artist Brian Grison, now living in Victoria, has taught art in several Ontario colleges and worked commercially for Hallmark cards. He works largely in pen and ink, gouache, watercolour, oil, acrylic and sculpture. As well as a practising artist, Mr. Grison is a visual designer for CANLIT.

Supplies needed: watercolour paints and brushes, at least 2 sheets of watercolour papers, sketch pads, pencil and eraser.

DATES & TIMES: Feb. 8 - 10; Fri., 7:30 - 9:30 p.m. PLACE: M.E.S.S., Room 124
Sat., 9:00 a.m. - 6 p.m.; and Sun., 9:00 a.m. - 1:00 p.m. FEE: \$35.00

REGIONAL WORKSHOPS

Hazelton
B. Scott — Weekend in Painting
March 2/3

Queen Charlottes
J. Willer — Weekend in Watercolours
March 30/31

* Register for these workshops at the Kitimat campus. Billeting can be arranged in some areas.

EMILY CARR COLLEGE OF ART AND DESIGN FOUNDATION PROGRAM

Applications are being accepted for this part-time College credit program. The program is open to individuals 18 years of age or older who meet the entry requirements of Emily Carr College of Art and Design. All prospective students must complete an application form and prepare a portfolio for presentation at an admission interview. For application forms, or additional information on the program, contact your local College centre.

All courses are held on weekends at the Terrace campus of NWCC. During the winter term, the following courses will be offered:

3-Dimensional Materials — January 19 - February 16, 1985
Creative Processes March 2 - 31, 1985

First Aid — Industrial (days)

10 Days — Ilona Kenny — \$210.00
Workers' Compensation course leading to a Class "C" certificate or renewal of "A" and "B" tickets. **Fee includes all texts, materials and examination fee.** To qualify for WCB exam, students must be 19 by the end of the program and meet all medical requirements.
60 hours (Tamtik Meeting Room)
REGISTER BY APR. 15 — NO REFUNDS AFTER THIS DATE.

Mon. - Fri.
Apr. 22
9:00 a.m. - 4:00 p.m.

First Aid — Industrial (evenings)

20 Sessions —
Ilona Kenny — \$210.00
Workers' Compensation course leading to a Class "C" certificate or renewal of "A" and "B" tickets. **Fee includes all texts, materials and examination fee.** To qualify for WCB exam, students must be 19 by the end of the program and meet all medical requirements.
60 hours (Tamtik Meeting Room)
REGISTER BY MAR. 1 — NO REFUNDS AFTER THIS DATE.

Mon./Wed./Fri.
Mar. 11
7:30 - 10:30 p.m.

First Aid — Industrial (Alcan)

A few spaces may be available in a full-time day course, Jan. 1 to Feb. 1, being held at the Fire Hall. **CALL THE COLLEGE BY JAN. 11 IF YOU NEED TO RENEW YOUR TICKET.**

Mon. - Fri.
Jan. 21
9:00 a.m. - 4:00 p.m.

Energy-Efficient Housing



Energy and cost conscious homeowners will be motivated by this instructional do-it-yourself series. Viewers will gain valuable knowledge and discover effective methods to attain an overall energy balance of the home. The first six programs emphasize energy-saving techniques in the construction of new energy-efficient homes. The remaining episodes focus on adapting energy-saving methods to existing homes.

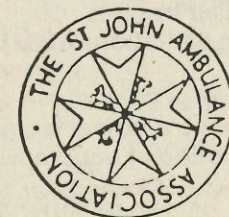
TIMES: Tuesdays, 9:00 - 9:30 p.m.
Jan. 15 - Apr. 12, 1985 (12 sessions)
REPEATS: Saturdays, 7:00 - 7:30 p.m.
Jan. 19 - Apr. 6, 1985 (12 sessions)

PLACE: KNOW, CABLE 12

FEE: \$10.00 — BOOK: \$6.00

First Aid — Safety-Oriented

1 Session —
John De Silveira — \$32.00 payable to St. John Ambulance
A beginners' course by St. John Ambulance. Practical demonstrations supplemented by 90 minutes of films covering topics such as minor burns, fractures, eye injury, shock. Certificate issued on successful completion.
8 hours (College, Rooms 6 & 7)



Sat.
Feb. 23
9:00 a.m. - 6:00 p.m.



Fisheries and Marine Training — Home Study

Captain Ben West, Co-ordinator and Instructor of the Fisheries and Marine Training Program, has written these courses to prepare fishermen and seamen for writing the Ministry of Transport examinations.

The following courses are now available:

- 040 Chartwork and Pilotage
- 041 Chartwork and Pilotage
- 020 Navigating Instruments
- 061 Navigating Safety
- 166 General Seamanship
- 151 General Ship Knowledge
- 157 General Ship Knowledge
- 021 Navigating Instruments
- 011 Communications
- 072 Meteorology

Learn at home DISTANCE LEARNING

Tuition: \$75.00 per module (includes telephone tutor)

Contact Ben West, Co-ordinator, Fisheries and Marine Training, Prince Rupert campus, 627-7598, for further information.

French, Beginners II

8 Sessions — Helene Giasson — \$30.00

Enjoy your basic course in French? Continue to improve your Canadian French with a series of lessons based on audio-visual methods. Oral and written practice.

16 hours

(College, Room 1)

Wed.

Jan. 23

7:00 - 9:00 p.m.

Furniture Refinishing

6 Sessions — Mike Byrne — \$35.00

Got a piece of furniture which you've always meant to have refinished? Do it yourself! An experienced instructor will teach proper techniques to do a professional job. Bring your own project! Shop equipment will be available.

18 hours

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

Mon.

Jan. 28

7:00 - 10:00 p.m.

German II

8 Sessions — Barb Notheis — \$30.00

If you speak German at home, or have picked up a little in travels or school, continue to learn useful vocabulary, pronunciation and grammar from a professional. Bring a friend or practise at home!

16 hours

(M.E.S.S., Room 129)

Tues.

Jan. 22

7:00 - 9:00 p.m.

Ground Flight School

20 Sessions — Dave Cook — \$75.00 plus materials required for Private Pilot's License (Min: \$50.00)

This course will prepare you for Glider and Private Pilot License. Course content to cover:

1. Air regulations, air navigation orders, air traffic rules and procedures, information circulars and notams.
2. Theory of flight.
3. Engines and air frames.
4. Air operating limitations.
5. Meteorology.
6. Navigation.
7. Instruments and medical facts for pilots.

Certificate of completion of course will be issued.

40 hours

REGISTER BY JAN. 25. NO REFUNDS.

Mon. & Wed.

Feb. 4

7:00 - 9:00 p.m.

(College, Room 2)

Guitar — Intermediate

8 Sessions — Errol Freeman — \$30.00

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)

Thurs.

Jan. 24

7:00 - 9:00 p.m.

Guten Tag



This course is an introduction to the basic elements of the German Language; words, phrases and grammar. A look, repeat and practice format is used by on-camera instructor and pupil. Vignettes are used to provide a situational backdrop for the terminology to be learned.

TIMES: Tuesdays & Thursdays, 1:00 - 1:30 p.m.

Jan. 15 - Apr. 11 (26 sessions)

PLACE: KNOW, CABLE 12

FEE: \$10.00, includes viewing guide

Growing Years



This telecourse was 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 this development will be of interest to parents, teachers, social workers and the general public.

TIMES: Wednesdays & Fridays, 11:00 - 11:30 a.m.

Jan. 10 - Apr. 26 (30 sessions)

PLACE: KNOW, CABLE 12

FEE: \$10.00 — BOOKS: \$75.60

Hair Care — New Ideas!

6 Sessions — Tracy Bailey — \$20.00

Tired of the same look? Come and learn about cellophanes, henna at home, hair trims, braids and how to handle long hair styles. A professional stylist will assist you in product selection, conditioning, hair trims and styles. With a little practice, you can do wonders with a hot brush, curling iron or blow dryer! Bring a model or work on your classmate's hair! Cost of supplies used will be extra.

12 hours

(The Hair Force)

Wed.

7:30 - 9:30 p.m.

Jan. 23



How to Prepare a Public Presentation: Off-Shore Oil Exploration

Formal public hearings on the lifting of the moratorium on off-shore oil exploration will be held in Kitimat this May.

To encourage everyone who would like to discuss this subject to participate, the government is sponsoring a 2-evening workshop. The issue of oil exploration — what it is, what it implies — will be presented in a series of films. You will then learn helpful hints on how to prepare and present your views at the hearing. The issue of off-shore oil exploration concerns the ocean area off and between Vancouver Island and the Queen Charlottes. A moratorium was called by the government because of public concern for the environment.

If you are concerned, here is your chance to tell someone. Dates will be available in January. Please call the College (632-4766) for more information, or to register. 4 hours.

2 Sessions
in
Kitimat (College)
and
Kitimaat Village
Please specify which
you will attend



The Public Legal Education Society

THE · PEOPLE'S · LAW · SCHOOL

LAW: Legal Planning for a Small Business 1 evening — FREE Instructor: R. Donaldson Public Legal Education Society

If you have an idea to start your own business, or have recently started, you will need this information. 2 hours.

- Contents: — legal and tax consequences of various business structures
 — guidelines for obtaining capital
 — purchasing an existing business
 — resources for small businesses

NO FEE, BUT REGISTRATION BY PHONE BEFORE JAN. 25

Thurs.
Jan. 31
7:30 - 9:30 p.m.

LAW: Teens, Cops and Courts 1 evening — FREE Public Legal Education Society

Parents, young people and anyone working with young people should have this information. Included will be highlights of the new "Young Offenders Act" as well as:

- role and powers of police
- legal rights of juveniles
- drinking, drugs & driving
- juvenile court
- trial process
- consequences if found guilty

Instructors: B. Cotter and R. Donaldson

NO FEE, BUT REGISTER BY PHONE BEFORE FEB. 1 2 hours

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

Mandarin Chinese 8 Sessions — Gina Cheng — \$30.00

An introductory course on the official Chinese language. This is a universal language in the Asian countries and China, useful for communication in Taiwan, Mainland China, Indonesia and their delegates in Canada. Often described as a "musical" language, Mandarin is different from all "old-country" languages as the spoken word has no phonetic spelling. Beginning vocabulary, pronunciation and conversation only will be taught.

16 hours (M.E.S.S., Room 129)

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

Manicures — a professional job! 1 Session — Tracy Bailey — \$5.00

Treat yourself to an evening of professional instruction in nail care. How to have beautiful nails and how to keep them *looking* beautiful. Bring some Palmolive and your favourite colour!

2 hours (The Hair Force)

Wed.
Mar. 6
7:30 - 9:30 p.m.

Massage for Babies 1 Session — Vicki Govan — \$10.00

Play, stretching and relaxing massage for the newborn to 9-month-old. Massage is healthy for both mother and child — especially a first-born! Bring toys, baby oil and blanket. Fathers are welcome! Instructor Victoria Govan is a Registered Massage Practitioner. Class limit is 10.

1.5 hours REGISTER BY JAN. 22 (College, Room 1)

Wed.
Jan. 30
1:00 - 2:30 p.m.

Massage, Swedish 2 Sessions — Vicki Govan — \$25.00 for one \$15.00 for second person

Hands-on practical experience in learning the art of Swedish massage. These relaxing massage techniques are easy to learn and enjoy. Instructor Victoria Govan is a Registered Massage Practitioner from Smithers. Bring a friend to class and save on fees! Participants should bring to class a mat (or foam, pillow), blanket, baby oil and suitable clothing to allow access for massage.

6 hours REGISTER BY JAN. 22 — NO REFUND (M.E.S.S. Cafeteria)

Tues. & Wed.
Jan. 29
7:00 - 10:00 p.m.

Natural Skin Care and Makeup 2 Sessions — Sylvia Willis — \$12.00

Take care of your skin using natural products from your kitchen and garden! These 2 evenings will include a discussion of skin structure, proper cleansing and the role of diet, exercise, relaxation and massage. You will also try out various "recipes" for facials and skin toners. Learn the selection of natural makeup matched to your skin tone, and the art of applying it to highlight your best natural features! Beautiful? Naturally! Bring a hand mirror to class if you have one.

5 hours (College, Room 2)

Mon.
Jan. 21
7:00 - 9:30 p.m.

Needlecraft



The course focuses on eight of the most basic, popular and practical skills: knitting, crochet, needlepoint, embroidery, smocking, quilting, sewing and rug making. The course is suitable for introductory and/or refresher purposes, for recreational and/or practical usage.

TIMES: Mondays & Wednesdays, 9:30 - 10:00 a.m.
Jan. 14 - Mar. 20 (20 sessions)

PLACE: KNOW, CABLE 12
FEE: \$10.00 — BOOKS: \$31.45

Photography — Basic 6 Sessions — Max Patzelt — \$25.00

Basic 35mm camera operation, lens selection, flash techniques and close-up photography. Elements of developing will be introduced. Intermediate-level students will be considered. Students must bring own camera.

15 hours (Max's Photo Studio)

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

Photography — Darkroom Techniques 3 Sessions — Max Patzelt — \$30.00

A three-evening, practical workshop teaching basic black and white development and printing. Learn how to wrap film, choose chemicals and develop for fine grain or high contrast. Sheet exposure, development and print effects will be included. Students may bring own film to practise. Material costs extra (approximately \$5.00). Class size limited to give each student hands-on practise.

7.5 hours (Max's Photo Studio)

CLASS NUMBER LIMITED TO 14 — PLEASE REGISTER EARLY!

Tues.
Jan. 22
7:00 - 9:30 p.m.

Photojournalism 6 Sessions — Jeffrey Taylor — \$20.00

This is an introductory course to photojournalism and documentary photography. Students should have a working knowledge of camera handling techniques, f-stops and metering. Through weekly assignments, students will learn composition, arrangement of the visual elements and the techniques involved in photographing people. Class discussion and photography presentation and critique will aid in the learning process. This course will build confidence and ability in photographing people, both strangers or friends and family. Also, it will show a student how to approach an assignment which could be used by newspaper or magazine, in a new and exciting way. Instructor Jeffrey Taylor, staff photographer/reporter for the Northern Sentinel Press, may be contacted for more details (632-6144).

12 hours (M.E.S.S., Room 129)

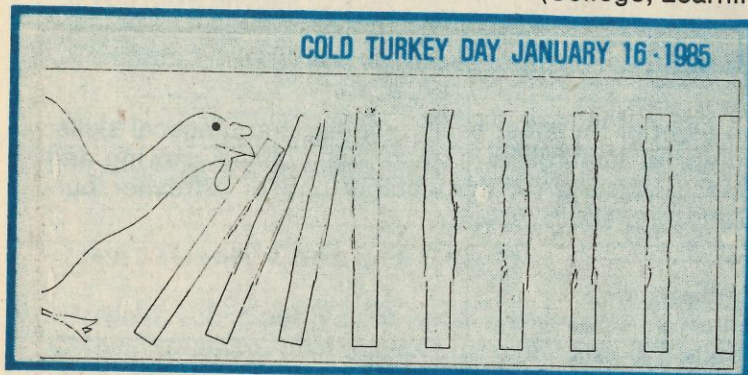
Wed.
Jan. 23
7:00 - 9:00 p.m.

Preparing Your Home for Resale 1 Session — Dave Barclay — Free
 What is a potential homeowner looking for? What are the benefits to buying at this time? You can help to sell your home! This course will also cover the role and responsibility of realtor, vendor and purchaser.
 2 hours (College Learning Resource Centre)

Mon.
 Jan. 21
 7:30 - 9:30 p.m.

PSI 6 Sessions — Reg Barnes — \$20.00
 Would you like to control your own feelings; be motivated from within; eliminate worry and guilt; enjoy each day, every day; accept yourself and stop complaining? Come learn the "strangest secret in the world"! In six evenings, participants will explore their needs and how to arrive at desired goals. You will become acquainted with the impressive power of your self. Mr. Barnes has a professional background in education and has made an intensive study of positive thinking. Register for the first night for an overview of the course. Come and decide if you want to continue! (First night fee — \$5.00 for evening.)
 12 hours (College, Learning Resource Centre)

Tues.
 Jan. 29
 7:00 - 9:00 p.m.



**SMOKE NO MORE!
 (Cold Turkey Alternatives)**

1 Session (Free) — John De Silveira
 7 Sessions following — \$5.00
 Wed. — Jan. 16
 Free

Thurs.
 Jan. 31
 7:00 - 9:00 p.m.

Is this your year? January 16, a free session will be given for anyone who wants to quit smoking. If you're really getting serious, you can sign up for the rest of the course!
 16 hours (College, Learning Resource Centre)

S.T.E.P. — Teen Program 10 Sessions — Don & Ellie Rose — FREE
 Do you feel it is becoming more difficult to talk with your teenage son or daughter? Are you shouting more and enjoying it less? Topics covered in this discussion group will include:
 — communication
 — discipline
 — personality development
 — encouragement
 — special challenges

Mon.
 Jan. 28
 7:00 - 9:00 p.m.

20 hours (College, Room 6)
 This course is free, but please call the College (632-4766) to register
BEFORE JAN. 21

INSTRUCTOR TRAINING: S.T.E.P. Program

Steve Henry — 1 Session — \$6.00
 Have you ever thought of leading or assisting in a group discussion? Any small group needs communication skills such as active listening and facilitation skills such as reflection and redirection to produce results. Using materials from the S.T.E.P. parenting program, a guided kit of programmed materials, these group skills will be taught and practised. Lesson organization and presentation will be discussed. Those interested in leading a S.T.E.P. group, or wanting to improve "people" skills would benefit from this workshop.
 3 hours (College, Room 6)

Thurs.
 Feb. 21
 7:00 - 10:00 p.m.

Wardrobe in a Capsule 3 Sessions — Nancy McNab — \$15.00
 If you have plenty of clothes but "nothing to wear", your closet may be full of surprises! In 3 evenings, you'll discover professional techniques of co-ordinating a "never-fail" wardrobe. Co-ordinate colours, fabrics and shapes. Build on what you own. Revitalize your total image!
 9 hours **CLASS LIMIT 6 — NO REFUND** (Main Event Fashions)

Mon.
 Jan. 28
 7:00 - 10:00 p.m.

Woodworking II 8 Sessions — Rick Ramsfield — \$40.00 plus materials
 Students who have basic shop skills from a previous course or woodworking experience will be taught further hand skills. There will be an introduction of stationary shop equipment such as lathe, joiner and table saw. Beginners will be considered only if space is available. Material costs extra.
 20 hours (M.E.S.S., Room 508)

Tues.
 Jan. 22
 7:00 - 9:30 p.m.

Kemano Courses

To register for all Kemano courses, contact Paul Tasseran in Kemano (634-5595).

S.T.E.P. — Parent Effectiveness Training

2 Days — Steve Henry — No Charge — text extra
 Tired of the same old arguing about homework, TV, picking up clothes and household chores? S.T.E.P. offers clear and simple steps to learn to build children's competence and confidence. School District psychologist Steve Henry teaches parenting and communications skills which apply to all ages of children. A family approach to individual problem solving.
 12 hours (Lord Alexander School)

Sat./Sun.
 Jan. 26

Sat.:
 2:00 - 5:00 p.m. & 7:00 - 10:00 p.m.

Sun.:
 10:00 a.m. - 5:00 p.m.

**Photography Workshop I —
 Basic Camera/Darkroom Techniques**

2-day Workshop — Max Patzelt — \$35.00

A double-barrelled weekend workshop for anyone interested in 35mm photography! Opening sessions will cover basic 35mm camera operation including optics, lens selection and close-up photography. Bring your own camera (or borrow a friend's!). Also included in this workshop will be the basics of black and white developing and printing. Learn how to wrap film, choose chemicals, development processes and print effects. Some materials will be available for purchase.
 12 hours (Lord Alexander School)

Sat./Sun.
 Feb. 9

Sat.:
 2:00 - 5:00 p.m. & 7:00 - 10:00 p.m.

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

Stained Glass II 2 Days — Adrian Tryssenaar — \$35.00 (plus supplies)

Do you have the basics of stained glass and want to learn more? Instructor will teach basic lampshade construction in this 2-day workshop. Bring your own tools and soldering iron. Materials to be purchased from instructor (extra). (If you are a beginner, let us know and extra tools can be brought for resale.)
 12 hours (Lord Alexander School)

Sat./Sun.
 Mar. 9

Sat.:
 2:00 - 9:00 p.m.

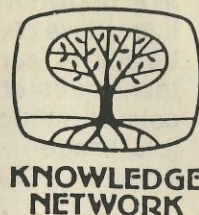
Sun.:
 10:00 a.m. - 5:00 p.m.

REGISTER BY MAR. 1

*Most workshops listed in Kitimat can be arranged in Kemano. Contact Paul Tasseran with your ideas!



Learn at home
**DISTANCE
LEARNING**



NWCC offers many courses in a variety of distance education formats. Distance education is the term given to those methods of learning such as home study, correspondence, telecourse and interactive television or telephone. During the next learning session (January to April), the College will be offering the following courses:

University Transfer — Academic correspondence courses with instructor support for credit toward university degrees.

Biology 111D
English 100D
Sociology 102D

Economics 201D
Psychology 102D
Geography 230D

Adult Basic Education — Telecourses on the Knowledge Network.
General Education Development Courses in Math, Science, Grammar and Literature.

Business Administration — Telecourses on the Knowledge Network for credit in our Business Education Department
Business of Management (Mgmt 150)
The New Literacy (Data 150)

General Interest — Telecourses on the Knowledge Network in a variety of subjects for general interest and enjoyment.

Bits and Bytes — Computer Literacy
Guten Tag (Beginning German)
Project Universe
Energy-Efficient Housing

Growing Years
Needlecraft
Sewing Power
Flexible Reading

Computer Courses

Bits and Bytes, a computer telecourse for the novice.
Introduction to Personal Computing, a home study course which allows you to take a computer home.
The New Literacy, an introductory course in computers for Business Credit.

Fisheries and Marine Training — Currently there are eight courses to prepare you for the Federal Department of Transport examinations. As changes are continuing in certification requirements, all seafarers can prepare themselves via this self-study program.

Registered Nurse Diploma Program

NWCC and BCIT have articulated three courses transferable to BCIT's Distance Education Certificate of credit in Nursing Program. These courses are NWCC's:

- (1) Sociology 101 & 102 — equivalent to Sociology 98.139 (BCIT)
- (2) Psychology 200 — equivalent to Human Development I (BCIT)
- (3) Psychology 201 — equivalent to Human Development II (BCIT)

Other courses presently available via **Distance Education** for BCIT's Nursing Program are:

- (1) Anatomy and Physiology
- (2) Writing for Nurses

Other courses presently available via Distance Education beginning at BCIT's **Winter Registration** (Dec. 1, 1984) are:

- (1) Physiology
- (2) Human Development I
- (3) Human Development II
- (4) Sociology
- (5) Microbiology
- (6) Immunology

Registration required 2 weeks prior to term start.

Interested students should contact NWCC to enrol in NWCC's Psychology or Sociology, and should enrol directly with BCIT for the other courses listed. Depending on local interest level, further development of a joint NWCC/BCIT Nursing Program may take place.

For further information and to indicate interest, please contact Emily Rozee, Co-ordinator, Health Continuing Education, NWCC, Terrace, 635-6511, local 239.

Terrace Campus

**Vocational and Trades Training
Day and Evening Courses**

To better serve training needs, the Vocational Division has reorganized most trades training programs to a self-paced, individualized learning format. Programs operating on this format permit trainees to enrol when convenient and learn at their own speed on a full- or part-time basis, select parts of the program of specific interest to the trainee, opt in and out of a program as time permits and at the same time gain credit for training completed.

Several trades have a number of skills and related knowledge in common. These skills have been identified and individualized, self-paced packages have been prepared. Students can learn these skills at a number of College Centres in the region. These are listed below:

Common Core: Introductory training for mechanical, construction and millwright trades.

Smithers — Continuous intake — Enrol weekly. Partial common core. Shops-related practical portions available only in Terrace and Prince Rupert. Theory modules only. For information, call Anne Laforest/Eileen Klassen — 847-4461.

Hazelton — Continuous intake — Enrol weekly. Theory modules only. For information, call Lois Shannon — 842-5291.

Kitimat — Continuous intake — Enrol weekly. Partial common core. Shops-related practical portions available only in Terrace and Prince Rupert. Theory modules only. For information, call Susan Cole — 632-4766.

Prince Rupert — Continuous intake — Enrol weekly. Theory and practice modules available. For information, call Bob Wilson — 624-6054.

Terrace — Continuous intake — program ongoing — all modules. Call Registrar — 635-6511.

Trades Training Programs

Terrace Campus

Carpentry/Joinery

Self-paced, continuous-intake learning format. Provides entry level training for carpentry or joinery apprentices.

Approximately 6½ months duration

Available: 8:00 a.m. - 3:00 p.m. Monday - Friday.

**TRADES COURSE TRAINING!
PRE-REGISTER NOW TO ENSURE YOU HAVE A PLACE**

Housing Rehabilitation Skills

Four one-week fixed-intake courses in housing rehabilitation skills developed by CMHC.

These courses are designed to improve the knowledge and skills of those involved in the housing rehabilitation and renovation field. These courses will benefit contractors, tradesmen, inspectors, appraisers, technical teachers, realtors and even homeowners that have older homes in need of renovation.

Course 1 will be offered in early February or April depending upon numbers of applicants. Course will start Sunday evening and finish at Friday noon. Tuition costs under review.

COURSE 1

Inspecting Dwellings and Introduction to Specification Writing

deals with:

- inspecting an existing dwelling
- identifying systems and components of the dwelling
- identifying problems and their causes
- recording and writing up deficiencies and describing the work required for repair or replacement
- introduction to specification writing

COURSE 2

Specification Writing and Cost Estimating

deals with:

- on-site drawings
- specification writing (greater depth than Course 1)
- cost estimating
- an introduction to contract management

Inspection skills learned in Course 1 will be applied

COURSE 3

Energy Conservation in Rehabilitation

deals with:

- the principles of heat transfer, thermal resistance, air change, water vapour movement
- assessing the energy efficiency of an existing house and identifying problems
- prescribing retrofit measures and appropriate methods of application
- assessing the possible impact on the house and systems caused by retrofit measures
- prioritizing retrofit measures
- inspecting completed work

This course will draw upon skills learned in both Course 1 and Course 2

COURSE 4

Will deal with project management and contract administration from the perspective of the rehabilitation contractor, building inspector and the homeowner.

For detailed brochures on Course 1, Course 2 and Course 3, or additional information, please contact: Dick Coxford, 635-6511, Local 283.

or Manager

Rehabilitation Skills Training Centre
Canada Mortgage and Housing Corporation
Ottawa, Ontario, K1A 0P7
Telephone: (613) 748-2950

Automotive/Heavy Duty

Self-paced, continuous-intake learning format. Provides entry level training for automotive or heavy-duty mechanics apprentices.

Approximately 7 months duration.

Day Program Available: 8:00 a.m. - 3:00 p.m. Mon. - Fri.

Evening Program Available: 3:00 - 10:00 p.m. Mon. - Thurs., Fri. 8:00 a.m. - 3:00 p.m.

As well as the regular pre-apprenticeship training program, trades upgrading is available in the following areas in day and evening programs on an individualized self-paced basis:

Automotive/Heavy-Duty
Electrical Refresher
Brakes and Steering

Electronic Ignition, Carburetion
& Emission Control
Power Trains

Welding

Modularized, continuous-intake, self-paced learning program. Provides all levels of training for welders from entry to journeyman.

Day Program Available: 8:00 a.m. - 3:00 p.m. Mon. - Fri.

Evening Program Available: 3:00 - 10:00 p.m. Mon. - Fri.

Have You Registered?

Millwright

Self-paced, continuous-intake learning format. Provides entry level training for millwright apprentices. Approximately 7 months duration.

Available: 8:00 a.m. - 3:00 p.m. Mon. - Fri.

Along with the regular pre-apprenticeship training program, millwright trades upgrading is available in the following:

Basic Hydraulics Upgrading — Approximately 30 hours.

T.Q. Upgrading (Millwright) — Length varies with individual needs.

Electronics — Day Program — Fixed Intake

This program provides students with skills and knowledge necessary for entry into employment in a variety of electronics careers. Students learn to service and repair radio, television and video systems, telecommunications systems and microprocessor and computer systems through lectures, instructional demonstration and practical "hands on" experience.

Course length — approximately 10 months.

Available: 8:00 a.m. - 3:00 p.m. Mon. - Fri.

Start Dates: Feb. 4, 1985, and Sept. 3, 1985

Electronics — Evening Program — Continuous Intake

Instruction in any of the following areas may be available on individualized learning, continuous-intake format.

DC Electronics	90 hours	Electronic Circuits	90 hours
AC Electronics	90 hours	Digital Techniques	120 hours
Semi Conductors	90 hours	Microprocessors	180 hours

Note: Courses offered only if student numbers warrant.

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	FEES:	
Camp Cooking Program	6 months	Tuition	\$56.00
Short Order Cooking Program	3 months	Tool or Book Deposit	\$50.00
Upgrading Program	Up to 3 months	Student Association	\$ 1.00 per month

Business Education Programs

Business Careers (Continuous Intake)

Courses begin on Mondays as spaces become available beginning Jan. 7, 1985. Courses are offered in:

Clerk-Typist	4 - 6 months	FEES	
Clerk Bookkeeper	4 - 6 months	Tuition	\$56.00
Accounting	9 - 11 months	Tool or Book Deposit	\$25.00
Medical Steno	- 10 months	Student Association	\$ 1.00 per month
Legal Steno	- 10 months		
Word Processing	4 - 5 months		
Administrative Secretary	11 months		
Industrial Records & First Aid	5 months		

Business Administration

1-Year Certificate starts Jan. 7, 1985

2-Year Diploma starts Sept. 3, 1985

FEES:

Tuition	\$56.00
Student Association	\$ 1.00 per month

Prince Rupert Campus

Marine Engine Repair

Self-paced, continuous-intake learning format. Provides entry level training for marine mechanical repair occupations.

Approximately 7½ months duration.

Available: 8:00 a.m. - 3:00 p.m. Monday - Friday

Note: Marine engineering training in marine engines, diesel, hydraulics and refrigeration is also provided.

Marine Skills Program

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.

The following certificate preparation courses are offered by Northwest Community college in Prince Rupert.

Coastal Navigation

Geared for sport boaters.

— 10-week course — meeting one evening per week.

DATES: TBA

FEE: \$56.00

Celestial Navigation

For sport boaters. Should have some knowledge of charts.

— 10-week course — one evening per week.

DATES: TBA

FEE: \$56.00

Upgrading for Mariners

Certificate preparation course in modular form — continuous intake on a full-time daytime basis.

FEE: \$75.00 per month

Net Mending & Hanging Course

Specifically for Gill Netters. This five-week course will meet two evenings a week.

DATES: TBA

FEE: \$56.00

Self-Study Certificate Preparation

The Northwest Community College is currently producing 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 mariners who cannot attend full-time day classes because of the nature of their vocation.

Modules available are the 040 Chartwork and Pilotage; 020 Electronic Navigation Instruments; 060 Navigation Safety (Rules of the Road and Regulations); 161 General Seamanship; and 041 Chartwork and Pilotage. Note: Other modules up to Fishing Master II will be made available as they are developed.

Tuition: \$75.00 per module, including the use of the College facilities, tutor and telephone assistance.

Please call Captain Ben West at 627-7598 for details.

HAVE YOU REGISTERED?

Important Information

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.

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

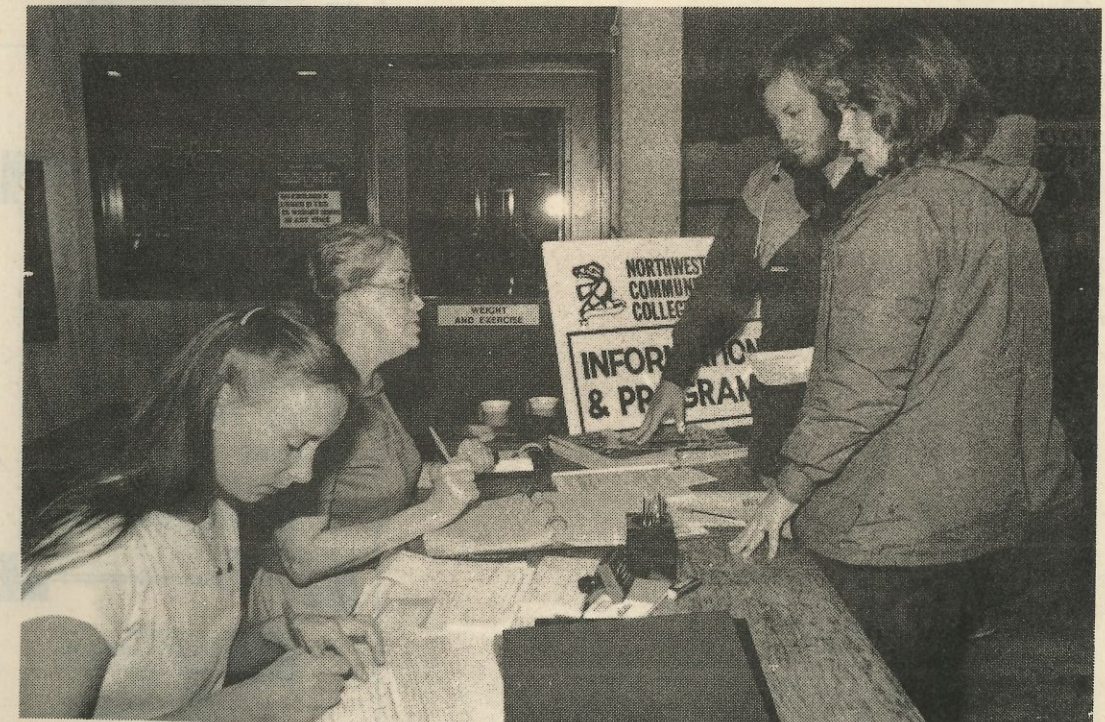
CANCELLATION OF COURSES: Northwest Community College reserves the right to cancel or postpone any course for which registration does not reach the required minimum, or in which attendance or progress is unsatisfactory.

HOLIDAYS: No classes on statutory holidays — April 5 and April 8.

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

REGISTRATION BEGINS JANUARY 2

STAFF	ADDRESS	HOURS
Lola Doering — College Secretary Carol Larsen — Clerk Shirley England — Night Clerk	606 Mountainview Square Kitimat, B.C., V8C 2N2 Phone: 632-4766	Monday to Friday 9:00 a.m. to 5:00 p.m. Monday to Thursday 7:15 p.m. to 9:00 p.m.



IN KEMANO
Paul Tasseron

LOCAL BOARD MEMBERS
Joanne Monaghan — Armand Robitaille

KITIMAT DIRECTOR
Susan Cole

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ADULT EDUCATION
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29 Prince Arthur Ave.,
Toronto, Ontario
M5R 1B2