

Continuing & Community Education Services



FALL 78



**SCHOOL DISTRICT
88 TERRACE**

IN CONJUNCTION WITH

**NORTHWEST
COMMUNITY
COLLEGE**



Table of Contents

Registration procedures.....	1
Adult Basic Education.....	2
English language training.....	3
Languages.....	4
Homes skills.....	5
General Interst.....	7
Arts and Crafts.....	10
Business.....	12
University of B.C. Courses.....	13
Workshops, lectures.....	15
Film Series.....	19
Community Course Offerings in Terrace.....	20
R.E.M. Lee Schedule of Events.....	21

COMMUNITY EDUCATION FALL PROGRAMMES

HOW TO REGISTER

Registration is on a first come/first served basis. You may register either by mail (see page 22) or in person. Fees are due and payable at time of registration.

WHERE AND WHEN

Saturday, September 23, 1978 12:00 p.m. - 7:00 p.m.
Terrace Arena Banquet Room .

Sept. 23, 1978 and after you may register 8:30 - 11:30 a.m. and 12:30 - 4:30 p.m. or by appointment only after these hours at the School Board Office.
3205 Kenney Street. 635-4931

REFUND POLICY

Fees will not be refunded after the first class session in which you are enrolled. Fees will be refunded to you, as soon as possible if a class is cancelled.

INCOME TAX DEDUCTIBILITY

Retain your receipt for income tax purposes. Receipts totalling over \$25.00 are deductible.

ADDITIONAL COURSE INFORMATION

Please phone 635 - 4931 and ask for the course outline or the instructors home number. Many instructors will be available for additional course information on Saturday, September 23, 1978, 12:00 - 2:00, at the Terrace Arena Banquet Room.

All classes begin the week of October 2nd unless otherwise stated.

**FOR MORE INFORMATION: PLEASE
CONTACT FRANCES LONG, COMMUNITY EDUCATION
CO-ORDINATOR, 635-4931**

ADULT BASIC EDUCATION

BASIC TRAINING AND SKILLS DEVELOPMENT

(B.T.S.D.)

This is an individualized vocational Math and English upgrading program operated throughout the college. Fulltime and during the day, it is for persons 17 years of age and older who have been out of school for one year.

Cost \$15.00 per month.

CORRESPONDENCE COURSES

The Ministry of Education provides 'Education by Mail' courses up to and including Grade 12, at a cost of \$15.00 per course. Vocational courses are also available. There are a few courses that can be taken for general interest at no cost.

Many Canadian Universities provide correspondence courses up to and including 4th year university in a variety of programmes at an approximate cost of \$125.00 per course.

Please make an appointment with Frances Long if you are interested in taking a correspondence course. Please phone 635 - 4931.

BACK TO SCHOOL ?

Did you know it is possible to return to high school and pick up one or two courses that you have neglected before ? If you're interested in this please contact Frances Long at 635 - 4931.

BASIC SKILLS

This course is for you if you are taking a correspondence course, are taking grade 12 upgrading but require extra help. Reading, writing and arithmetic skills will be taught as well as anything else you require. Take the whole course, or drop in.

Night - Mondays & Wednesdays
Times - 7:30 - 9:30
Length - 20 sessions

Instructors - Donna & Nixon Baker
Location - Caledonia #105
Fee - \$15.00 or \$1.00 per night

GENERAL EDUCATIONAL DEVELOPMENT

(G.E.D. TESTS)

G.E.D. is a series of 5 tests in English, Math, Science and Social Studies. They provide an opportunity for many adults who did not graduate from Secondary school to acquire an official document stating that they have a Grade 12 Secondary school equivalency standing.

Cost of these tests are \$5.00 for the series. Applicants must be 19 years of age or older and out of school for one year.

G.E.D. PREPARATION COURSES

the instructors will review the basic work with you, and provide the assistance required to prepare with competency for the tests.

G.E.D. English
Night: - Tuesday
Time - 7:30 - 9:30
Length - 10 sessions

Instructor - Eila George
Location - N.C.C.
Fee - \$12.00

G.E.D. MATH AND SCIENCE

Night - Thursdays
Time - 7:30 - 9:30
Length - 10 sessions

Instructor - Lynn Turner
Location - Caledonia #110
Fee - \$12.00

BASIC SKILLS FOR HANDICAPPED PERSONS

For persons who are mentally or physically handicapped, and wish to either learn or improve their basic skills. This program will be led by an instructor and several tutors will be available for additional assistance. Transportation can be provided.

Nights - Monday & Wednesday
Time - 7:00 - 8:30
Length - 20 sessions

Instructor - Julie Snair
Location - Three Rivers Workshop
Fee - \$7.00

ENGLISH LANGUAGE TRAINING

Learn how to speak, read or write English. If you know of someone who can use these classes please tell them.

(E.L.T.) FOR ADULTS (BEGINNERS)

Nights - Mondays & Wednesdays
Time - 7:30 - 9:30
Length - 10 weeks / 20 sessions

Instructor - Iverna Stradeski
Locations - Cassie Hall rm. #10
Fee - \$7.00

(E.L.T.) FOR ADULTS (ADVANCED)

Nights - Tuesday & Thursdays
Time - 7:30 - 9:30
Length - 10 weeks / 20 sessions
Textbooks will be extra approx. \$5.00

Instructor - Iverna Stradeski
Locations - Cassie Hall Rm. #10
Fee - \$7.00

(E.L.T.) FOR WOMEN

Days - Mondays & Wednesdays
Time - 1:00 - 3:00
Length - 10 weeks / 20 sessions

Instructors - Debra Robinson
Location - Kiti K'Shan
Fee - \$7.00

Babysitting will be provided for the children, and an English course will be offered to them as well.

Cost per child is \$2.00 for the 20 sessions.

Transportation to and from class will be provided free of charge.

Text books will be extra approx. \$5.00.

(E.L.T. FOR SHIFTWORKERS)

Days - Mondays & Wednesdays
Times - 2:15 - 3:45 - day shift
3:45 - 5:15 - afternoon shift
Length - 10 weeks / 20 sessions
Text books will be extra - approx. \$5.00

Instructor - Elaine Maikopar
Location - Price-Skeena
Panabode Lunch Room
Fee - \$7.00

(E.L.T.) FOR SHIFTWORKERS

Days - Tuesdays & Thursdays
Times - 2:00 - 3:30 - day shift
3:30 - 5:00 - afternoon shift
Length - 10 weeks / 20 sessions
Text books will be extra approx. \$5.00.

Instructor - Elaine Maikopar
Location - Pohle Lumber
Trailer Lunch Room
Fee - \$7.00

CANADIAN CITIZENSHIP CLASSES

Learn about Canada! We are offering classes to help you prepare for Citizenship Court.

Dates - Sunday, Oct. 15 10:00 - 3:30 p.m. Location - N.C.C.
and Oct. 16, 18, 23 & 25 7:30 - 9:30 p.m. Caledonia High School #115
Fee - \$10.00

For further information please contact Frances Long 635 - 4931.

LEARN TO INSTRUCT CITIZENSHIP CLASSES

Learn how to instruct Canadian Citizenship classes, and become an important volunteer. This is offered by the Immigrant Services Society in co-operation with Northwest College.

Dates - Saturday, Oct. 14 10:00 - 3:30 Location - N.C.C.
Sunday, Oct. 15 10:00 - 3:30 Fee - free of charge

For further information please contact: Frances Long 635 - 4931.

LANGUAGES

BASIC FRENCH

An adult course in basic French. The emphasis of learning is doing! We will get involved with cooking, crosswords, small skits, and some sport activities.

Night - Wednesday Instructor - Donna Forsburg
Time - 7:30 - 9:30 Location - Caledonia #101
Length - 10 sessions Fee - \$20.00

CONVERSATIONAL FRENCH

For those who have had previous experience with the French language. This class will be concerned with everyday situations.

Night - Wednesday Instructor - Evelyn Pasetka
Time - 7:30 - 9:30 Location - Caledonia #108
Length - 10 sessions Fee - \$25.00

FUN IN FRENCH FOR KIDS

A bilingual opportunity for kids where learning is based on participation in activities that include cooking, games and some sports. For 8 to 12 year olds.

Night - Tuesday & Thursday Instructor - Donna Forsburg
Times - 3:30 - 5:00 Location - Clarence Michiel
Length - 10 sessions Fee - \$15.00

FRENCH LANGUAGE FOR PARENTS AND CHILDREN

Learn to speak French with your child, by playing games, songs and reading stories.

Day - Saturday Instructor - Pat Croteau
Times - 1:00 - 2:30 Location - N.C.C.
Length - 10 sessions Fee - \$15.00

SATURDAY FRENCH CLASS FOR ADULTS

For persons who wish to learn French, or for those who desire improvement. This course will include pronunciation and verb usage.

Day - Saturday Instructor - Pat Croteau
Times - 10:00 - 12:00 Location - N.C.C.
Length - 10 sessions Fee - \$25.00

NEW TESTAMENT A CLASSIC GREEK

An introduction to the language of the New Testament and to that of the authors of Classical Greece. Basic grammar and vocabulary will be included.

Night - Tuesday Instructor - Ian Jordan
Time - 7:30 - 9:30 Location - Caledonia #4
Length - 10 sessions Fee - \$25.00

BEGINNERS GERMAN

This course is for people who have no knowledge of German, but would like to learn how to converse in the language.

Night - Tuesday Instructor - Ingeburg Andrews
Time - 7:30 - 9:30 Location - Caledonia #101
Length - 10 sessions fee - \$25.00

GERMAN FOR THE INTERMEDIATE

For persons who are able to converse in German, and would like improvement in their skills, or for persons who have previously taken the beginners course.

Night - Thursday Instructor - Ingeburg Andrews
Time - 7:30 - 9:30 Location - Caledonia #101
Length - 5 sessions Fee - \$15.00

SPANISH FOR BEGINNERS

Learn how to speak Spanish. This will include use of grammar, pronunciation and vocabulary.

Night - Monday Instructor - Mrs. Asarta
Time - 7:30 - 9:30 Location - Caledonia #101
Length - 10 weeks Fee - \$25.00

HOME SKILLS

FAMILY BUDGETING

Design your own personal budget, learn about consumer credit and how to use it. Know how to use your bank to its best advantage.

Night - Thursday Instructor - Donna Green
Time - 7:30 - 9:30 Location - Caledonia #102
Length - 4 sessions Fee - \$10.00

FURNITURE REFINISHING

You will learn how to finish, unfinished furniture, and refinish antiques. Also included will be basic repairing of new and antique furniture, proper application of stains, resins, varnishes, waxes and fillers. These classes have a limited enrolment of 8.

Section 1

Night - Monday Instructor - Mr. Guyon
Time - 7:00 - 9:30 Location - to be announced
Length - 8 sessions Fee - \$25.00

Lab fee \$8.00 (covers cost of steel wool, stripper etc.)

Section 2

Night - Wednesday Instructor - Mr. Guyon
Time - 7:00 - 9:30 Location - to be announced
Length - 8 sessions Fee - \$25.00

Lab fee \$8.00 (covers cost of steel wool, stripper, etc.)

CHINESE COOKING

Pick a Chinese dish, that you've always wanted to learn how to make ! Now, is your opportunity to learn. Watch demonstrations and sample the dishes afterwards. Taught by Sam Lock from the Chop Suey Garden. This class has a limited enrolment.

Night - Wednesday
Times - 7:30 - 8:30
Length - 6 sessions

Instructor - Sam Lock
Location - Caledonia Foods Rm.
Fee - \$15.00

Lab Fee \$5.00 - payable at registration

MICRO WAVE COOKERY

Learn how to use a micro wave oven. Nancy Anderson will be arriving from Prince Rupert to instruct this one session. You will be able to make and taste bacon and eggs, vegetables with cheese, a roast chicken and roast beef, and for dessert, pineapple-upside down cake.

Night - Thursday
Time - 7:30 - 9:30
Date - Nov. 9

Instructor - Nancy Anderson
Location - Caledonia
Fee - \$7.00

Lab fee \$2.00 payable at registration.

FOR THE HOME ENTERTAINER

Learn how to impress your guests with Collins, highballs, cocktails and coolers that you mix yourself.

Night - Wednesday
Time - 7:30 - 9:30
Length - 4 sessions

Instructor - Dorothy Larson
Location - N.C.C.
Fee - \$12.00

Lab fee \$8.00 payable at registration.

SEWING LESSONS

Designed with everyone in mind, for those who have never sewed before - or persons who require professional assistance. Topics covered will include durability of fabrics, fitting, cutting, and sewing of a shirt and a pair of pants.

This class has a limited enrolment.

Night - Monday
Time - 7:30 - 10:00
Length - 8 sessions

Instructor - Angele Rowe
Location - Caledonia #114
Sewing Room
Fee - \$25.00

SEWING MACHINE INSTRUCTION

Everything you want to know about your machine, but don't. Bring your machine to class and Angele will show you what all of the gadgets do. This will include how to make buttonholes, embroidery and top-stitching. This section has limited enrollment of 5.

Night - Wednesday
Time - 7:30 - 10:00
Length - 2 sessions

Instructor - Angele Rowe
Location - Caledonia #114
Sewing Room
Fee - \$11.00

All classes begin the week of Oct. unless otherwise stated.

SOAPMAKING

Learn the traditional art of soapmaking ! In this course you will mix lye and fats using plants for natural scents and colours. The soaps will have cosmetic qualities designed to meet your personal needs.

Night - Thursday
Time - 7:00 - 9:30
Length - 2 sessions

Instructor - Tom Knox
Location - Caledonia
Foods Room #116
Fee - \$11.00

NUTRITION CLASSES (VEGETARIAN)

Sample and watch demonstrations of meatless main courses, salads, desserts and breads. Slides will also be shown.

Night - Tuesday
Time - 7:00 - 10:00
Length - 4 sessions

Instructor - Dawna Ganson
Location - Caledonia #116
Foods Room
Fee - \$15.00

Lab fee \$5.00 due and payable at time of registration.

GENERAL INTEREST

ASTROLOGY FOR BEGINNERS

An introduction into the origins of Astrology and related Astronomy. You will learn the meaning of planets, signs and houses in relation to chart erection. Each student will make their own chart.

Night - Monday
Time - 7:30 - 9:30
Length - 10 sessions

Instructor - Henry Hansen
Location - Caledonia #109
Fee - \$25.00

ADVANCED ASTROLOGY

For people who have previously taken the beginners course, or who are familiar with Astrology and related Astronomy.

Night - Tuesday
Time - 7:30 - 9:30
Length - 5 sessions

Instructor - Henry Hansen
Location - Caledonia #109
Fee \$15.00

PREPARE YOUR GARDEN THE ORGANIC WAY

A short workshop on preparing your soil for next spring. The Autumn is the best time to correct any problems, the organic way. This course includes cover cropping, use of rock powders, bone meal, and the proper preparation of composts.

Night - Tuesday Nov. 7 & 14
Times - 7:00 - 10:00
Length - 2 sessions

Instructor - Tom Knox
Location - Caledonia #109
Fee - \$10.00

CREATIVE WRITING

Attention will be paid to the exploration of the ' everyday ' as a base for creative insight and expression. The means will be journals and group discussion, as well as the traditional forms of prose, fiction and poetry.

Night - Monday
Times - 7:30 - 9:30
Length - 10 sessions

Instructor - Jorj Heyman
Location - Caledonia #103
Fee - \$25.00

SIGN LANGUAGE FOR THE DEAF

Finger spelling and sign language for beginners, or for persons who have some knowledge of sign language and wish to improve their skills.

Night - Wednesday

Instructor - Judy Parker
& Sherry Kuzyk

Times - 7:30 - 9:00

Location - Caledonia #102

Length - 6 sessions

Fee - \$11.00

METRIC

Learn about length, volume and weight - the Metric way!

SECTION 1

Night - Wednesday Oct. 4 - Oct. 18

Instructor - Lynn Turner

Times - 7:30 - 9:30

Location - Caledonia #110

Length - 3 sessions

Fee - \$10.00

SECTION 2

Night - Wednesday Nov. - Nov. 22

Instructor - Lynn Turner

Times - 7:30 - 9:30

Location - Caledonia #110

Length - 3 sessions

Fee - \$10.00

CARE FOR SMALL ANIMALS

Learn general care for your household pets. This will include such topics as minimum disease prevention (infectious, parasitic) and prevention of common everyday ailments (abscesses, fleas and hotspots).

Night Wednesdays

Instructor - Dr. Hays

Times - 7:30 - 9:30

Location - Caledonia #107

Length - 10 sessions

Fee - \$25.00

DEFENSIVE DRIVING

This the Canda Safety Council's course on safe driving, open for those people who are learning how to drive or want to improve their driving ability.

SECTION 1

Night - Tuesday & Thursday

Instructor - Jack Davis

Oct. 3 - Oct. 12

Length - 4 sessions

Time - 7:30 - 9:30

Location - Caledonia #103

Fee - \$15.00 or: if you wish to pick up a missed session, fee will be \$4.00 a night.

SECTION 2

Night - Tuesday & Thursday

Instructor - Jack Davis

Nov. 7 - Nov. 16

Length - 4 sessions

Time - 7:30 - 9:30

Location - Caledonia #103

Fee - \$15.00 or: if you wish to pick up a missed session, fee will be \$4.00 a night.

SPEED READING

Improvement of your reading rate and comprehension of all readers from your present level to a possible 2000 words per minute.

Night - Wednesday

Instructor - Pat Olsen

Time - 7:30 - 9:30

Location - Caledonia #103

Length - 10 sessions

Fee - \$20.00

AMATEUR (HAM) RADIO COURSE

This course is for persons who would like to become amateur radio operators. Instruction will include the international Morse Code, basic electronics and radio regulations.

Nights - Tuesday and Thursday

Instructors - Don Morehouse &

Jack Wreggitt

Times - 7:30 - 9:30

Location - Caledonia #108

Length - 80 hours / 40 sessions

Fee - \$40.00

* Please note this course will carry on until March 1978.

Fee - for text books, approx. \$10.00

MOBILE POWER SQUADRON

A certified course offered through the Canadian Mobile Power Squadron. This course will train you in navigation (which includes map and compass reading). Safety procedures, radio control and other requirements to operate your boat confidently. The course will be taught by a local man, familiar with our waters.

Night - Wednesday

Instructor - George Kenney

Times - 7:00 - 10:00

Location - Caledonia #109

Length - 10 sessions

Fee - \$5.00

* Students will be expected to purchase a kit - approx. \$38.00 or approx. \$50.00 for a couple. These will be sold at the first class session.

KNOW YOUR TOWN — PAST AND PRESENT

This course will be instructed by 2 well known local authorities on the history of Terrace and will include round table discussions and exploratory field trips.

Night - Wednesday

Instructors - Nadine Asante &

Floyd Frank

Time - 7:00 - 9:00

Location - Chamber of Commerce

Museum

Length - 8 sessions

Fee - \$20.00

INTERIOR DESIGN

Learn how to re-design your office, business or home to utilize all space to its maximum capacity. Included in this course will be colour, fabric and material co-ordination. Design with light for decorative and everyday use.

Night - Tuesday

Instructor - Kelly Harvey

Time - 7:30 - 9:30

Location - Caledonia #102

Length - 8 sessions

Fee - \$20.00

DRAMA

Leading up to a production at a local theatre you will learn voice, body movement, the rudiments of make up, direction, script analysis, costume and set design, and of course acting.

Night - Tuesday & Thursday

Instructor - Robin McColl

Time - 7:30 - 9:30

Location - Cassie Hall

Length - 10 weeks / 20 sessions

Fee - \$25.00

BASIC AUTOMOTIVE REPAIR

This course covers theoretical and practical application of basic mechanical and electrical operations of a car. You will learn how to trouble shoot for problems and take better care of your automobile.

Night - Tuesday & Thursday
Time - 7:00 - 9:00
Fee - \$25.00

Instructor - Jack Stewart
Location - Caledonia Automotive
Length - 10 sessions

Course begins Oct. 23.

BEGINNERS GUITAR

This course is for persons 16 years of age and older who have little or no previous experience with guitar. The course will cover major, minor and bar chords, intervals and time signatures. Students must have a guitar (preferably with nylon strings), and guitar frame manuscript (available at Guitar Village).

Night - Thursday
Time - 7:30 - 9:30
Length - 10 sessions

Instructor - Robert Brown
Location - Caledonia #107
fee - \$25.00

COMMUNITY BAND

Do you play an instrument? If you have abilities and want to play with other people please come to an organizational meeting. At this time we will discuss the format of the band, rehearsal schedules and objectives. If you don't have an instrument - we might be able to get you one!

Date - Wednesday Sept. 27
Time - 8:00 p.m.

Director - Ted Taylor
Location - Caledonia Lecture Theatre

ARTS & CRAFTS

STAINED GLASS

Learn the full technique of lead came and copper foil. You will make stained glass windows and lamps. Students are requested to bring to the 1st class session: 1 ruler, 1 single wheel glass cutter.

Night - Tuesday
Time - 7:30 - 9:30
Length - 8 sessions

Instructor - Matt Ehse
Location - Caledonia #106
Fee - \$25.00

Approximate materials cost \$20.00.

SPINNING

In this workshop you will learn how to card and spin with raw fleece, or for those persons who wish to use the spinning wheels and work on their own with minimal instruction.

Day - Saturday, Oct. 14
Times - 10:00 - 5:00
Length - 1 session

Instructor - Hal Windt
Location - N.C.C.
Fee - \$17.00

DYEING

In these two all day workshops you will collect lichen on a fieldtrip and card and spin fleece with natural and mineral dyes.

Day - Oct. 21 & Oct. 28
Times - 10:00 - 4:00
Length - 2 sessions

Instructor - Hal Windt
Location - N.C.C.
Fee - \$25.00

Please bring a lunch to the first session and wear hiking clothes.

POTTERY FOR BEGINNERS

In this course you will learn how to do basic wheelwork, firing and glazing. Handwork is optional.

Section 1

Night - Wednesday
Time - 7:30 - 9:30
Length - 8 sessions

Instructor - Cheryl Rochon
Location - to be announced
Fee - \$25.00

Lab fee \$12.00 (this includes 1 box of clay, and some tools, and use of glazes).

Section 2

Night - Monday
Time - 7:30 - 9:30
Length - 8 sessions

Instructor - Cheryl Rochon
Location - to be announced
fee - \$25.00

Lab fee \$12.00 (1 box of clay, tools and use of glazes).

INTERMEDIATE POTTERY

For persons who have taken a course previously, or who have worked in a beginners capacity with clay. You will be able to use wheels or handbuild. One night a week will be devoted to glaze formulations.

Nights - Tuesday & Thursday
Oct. 17, 19, 24, 26, 31, Nov. 2, 7, 9.
Time - 7:30 - 9:30
Length - 8 sessions / 4 weeks

Instructor - Cheryl Rochon
Location - to be announced
Fee -

Lab fee \$12.00 (this will include 1 box of clay, some tools and use of glazes).

DECORATE CERAMIC GREENWARE

In this course you will learn how to use sliptrailing, engobe, etch and applique work to decorate your greenware. You will also learn how to use coloured slips in moulds on prepared greenware.

Section 1

Day - Tuesday & Thursday
Oct. 3, 5, 10 & 12.
Time - 1:00 - 3:00
Length - 4 sessions / 2 weeks
Lab fee \$5.00

Instructor - Cheryl Rochon
Location - to be announced
Fee - \$12.00

Section 2

Days - Tuesday & Thursday
Oct. 17, 19, 24 & 26.
Time - 9:30 - 11.30
Length - 4 sessions / 2 weeks

Instructor - Cheryl Rochon
Location - to be announced
Fee - \$12.00

MACRAMÉ

Learn this exciting craft of knot-tying and make wall hangings, plant holders, and various other items. Projects will range from a simple wall hanging up to a final project of your choice. For the first night please bring a length of nylon skein 2 or 3 ply and a box of macrame pins.

Night - Monday
Time - 7:30 - 9:30
Length - 7 sessions

Instructor - Colleen Lucas
Location - Caledonia #106
Fee - \$20.00

CHRISTMAS CRAFTS

Enjoy an informal weekly evening, making simple Christmas crafts. This will include an assortment of decorations, cards, centre pieces, wrapping paper as well as an assortment of novelty items.

Night - Wednesday

Instructors - Norma Mendell &
Colleen Lucas
Location - Caledonia #106
Fee - \$20.00

Time - 7:30 - 9:30
Length - 7 sessions

SILKSCREEN FOR FABRICS

Decorate your own fabric with exciting forms and colours that you design yourself. Turn these fabrics into cushion covers, clothes, and tablecloths.

Night - Tuesday & Thursday
Time - 7:30 - 9:30
Length - 4 sessions

Instructor - Cheryl Rochon
Location - Caledonia Art Room
Fee - \$12.00

\$8.00 lab fee for some pro-film and colours.

BUSINESS

TYPING FOR BEGINNERS OR INTERMEDIATE

For persons who have never typed before - familiarization with keyboard, and timing will be emphasized. This course is also for persons who have knowledge of the typewriter keyboard you will be able to improve your typing speed and accuracy. A certificate will be given upon successful completion of the course.

Night - Monday & Wednesday
Time - 7:30 - 9:00
Length - 20 sessions

Instructor - Bev Delyea
Location - Caledonia #11
Fee - \$20.00

TYPING FOR THE ADVANCED

More complex routines and office requirements will be studied. A certificate will be given upon successful completion of the course.

Night - Wednesday
Time - 7:30 - 9:00
Length - 10 sessions

Instructor - to be announced
Location - Thornhill Jr. Sec.
Fee - \$20.00

OFFICE ORIENTATION

Included in the course will be: typing, filing, dictation and dictaphone, reception, personal efficiency and learn how to find the job that suits you.

Night - Tuesday
Time - 7:30 - 9:30
Length - 7 sessions

Instructor - Carol Brady
Location - Caledonia #11
Fee - \$20.00

CREDIT CONTROL FOR SMALL BUSINESS

Night 1

ACCOUNTING FOR CREDIT CONTROL

This will involve proper accounting procedures for setting up accounts payable and receivable.

Date - Tuesday, Oct. 3
Time - 8:00 - 10:00
Fee - \$2.00 per night or \$15.00 for the whole course.

Instructor - to be announced
Location - N.C.C.

Night 2

PSYCHOLOGY OF CREDIT USERS

Learn about the importance of a credit rating, how to determine a good credit risk and how to research a prospective customers credit rating.

Date - Tuesday, Oct. 10
Time - 8:00 - 10:00
Fee - \$2.00 per night or \$15.00 for the whole course.

Instructor - David McNiven
Location - N.C.C.

Night 3

MANAGEMENT OF ACCOUNTS PAYABLE

Learn how credit (purchases and loans) can best serve your business.

Date - Tuesday, Oct. 27
Time - 8:00 - 10:00
Fee - \$2.00 per night or \$15.00 for the whole course.

Instructor - to be announced
Location - N.C.C.

Night 4

MANAGEMENT OF ACCOUNTS RECEIVABLE

Should your business handle its credit sales? Learn control of accounts receivable.

Date - Tuesday, Oct. 24
Time - 8:00 - 10:00
Fee - \$2.00 per night or \$15.00 for the whole course.

Instructor - Arnie DeLange
Location - N.C.C.

Night 5

INSURANCE

Why is insurance important to the strength of a business? Learn the importance of insuring credit sales and purchases.

Date - Tuesday, Oct. 31
Time - 8:00 - 10:00
Fee \$2.00 per night or \$15.00 for the whole course.

Instructor - Wayne Braid
Location - N.C.C.

Night 6

COLLECTION OF DELINQUENT ACCOUNTS

What avenues are open to a creditor who's customers have defaulted on a debt?

Date - Tuesday, Nov. 7
Time - 8:00 - 10:00
Fee \$2.00 per night or \$15.00 for the whole course.

Instructor - to be announced
Location - N.C.C.

Night 7

SOURCES OF CREDIT FOR BUSINESS

What kinds of credit are available for your business ?

Date - Tuesday, Nov. 14

Instructor - a representative from
the Federal Business
Development Bank

Time - 8:00 - 10:00

Location - N.C.C.

Fee \$2.00 for the night or \$15.00 for the whole course.

Night 8

CONSUMER DEBT

What avenues are open to consumers who are unable to handle their credit commitments.

Date - Tuesday, Nov. 21

Instructor - Bill Godden &
Larry Whaley

Time - 8:00 - 10:00

Location - N.C.C.

Fee \$2.00 for the night or \$15.00 for the whole course.

U.B.C. EDUCATION COURSES

#312

INTRODUCTION TO THE STUDY OF EXCEPTIONAL CHILDREN

An examination of all groups of exceptional children in terms of definition incidence, characteristics, diagnosis and treatment (Prerequisite to most other courses in Special Education. Can be taken concurrently with other introductory courses in special Education).

Credits - 1 1/2

Instructor - Richard Parker

Location - Northwest Community College #202 (Terrace)

Times - Tuesday 7:00 - 10:00 p.m.

Class begins: Tuesday Sept. 29, 1978

#436

BEHAVIOUR DISORDERS IN CHILDREN

An introductory course dealing with identification, classification and aetiology of emotional disturbance and social maladjustment in children.

(Pre or Co-requisite - Education 312)

Credit - 1 1/2

Instructor - Marg Csapo

Times - Saturday 9:00 a.m. - 3:00 p.m.

Location - Northwest Community College (Terrace)

Class begins: Sept. 23 and runs every second week

LIBRARY SCIENCE COURSES

#383

SELECTION OF MATERIALS

The selection and acquisition of print and non print materials for school libraries. Emphasis is on the principals, philosophy and policies on which these are based and on the roles played by Librarians and teachers in the selection process.

Credits - 1 1/2

Instructor - Glen Pinch

Location - Skeena Junior Secondary Library

Times - 9:00 a.m. - 3:30 p.m.

Classes being Saturday, Sept. 16, 1978 and run every second week.

#384

SELECTION OF MATERIALS — ADVANCED

Selection criteria applied to specific types of materials; special problems in selection; censorship; collection building; publishing; and copyright. Prerequisite Education # 383

Credit - 1 1/2

This class is to begin in the Winter Semester

#460

AN INTRODUCTION TO EDUCATIONAL ADMINISTRATION

Historical, social and conceptual views of administration, administrative theory, purposes, functions and tasks.

Credits - 3

Instructor - Dr. Lee Brissey

Times - 9:00 a.m. - 3:30 p.m.

Location - Northwest Community College (Kitimat)

Classes begin Saturday, Sept. 30, 1978 and run every second week.

COURSE COSTS ARE \$125.00 EACH

REGISTRATION FORMS AT THE SCHOOL BOARD OFFICE OR AT REGISTRATION AT THE TERRACE ARENA BANQUET ROOM. SEPT. 23, 1978.

12:00 - 7:00 P.M. Please contact Frances Long, Community Education for further information at 635 - 4931.

WORKERS EDUCATION PROGRAMME

This division of Northwest College offers short courses, seminars and workshops designed to offer useful understanding to persons interested or engaged in all aspects of practical trade union work. The following is a selection of what will be offered in the Fall semester:

Terrace & District - Shop Steward Training

Forestry Union - Saturday, Sept. 23 & Sunday, Sept. 24

Time - 9:00 - 4:00

Location - N.C.C.

Fee - \$12.50

Building Trades - Shop Steward Training

- Saturday, Nov. 11

&

Sunday, Nov. 12 - 9:00 - 4:00

- N.C.C.

Location

Fee \$12.50

DUTIES OF UNION OFFICERS

Learn how to conduct a meeting, efficiently, included in this short course will be parliamentary procedure, bookkeeping, and minute taking.

Dates - Saturday, Oct. 28

Location - N.C.C.

&

Sunday, Oct. 29

Time - 9:00 - 4:00

Fee - \$4.00

RIGHT TO WORK

What does this legislation do to workers ? Learn about the historical background of the right to work legislation and participate in frank discussions regarding its ramifications.

Dates - Saturday, Dec. 9

Location - N.C.C.

&

Sunday, Dec. 10

Time - 9:00 - 4:00

Fee - \$4.00

Watch for these courses in the January Semester:

HISTORY OF WORKERS EDUCATION

Dates - Tuesday, Jan. 9 - March 20, 1978

Location - N.C.C.

Fee - \$12.75

WORKERS IN THE COMMUNITY

Dates - Wednesday, Jan. 10 - March 21, 1978

Location - N.C.C.

Fee - \$12.75

INDUSTRIAL HEALTH & SAFETY

Dates - Thursday, Jan. 11 - March 22, 1978

Location - N.C.C.

Fee - \$12.75

For further information please contact John Jensen at Northwest College 635 - 6511 or your local union representative.

PREVENTATIVE MEDICINE AND LIFE—STYLE WORKSHOP

The goal of preventative medicine is to maintain health, rather than eradicate disease. It does this by focusing on the ' whole being ' and their lifestyle. It tries to achieve harmony between body and mind. This is accomplished by a 4 part-program dealing with 1) stress control and reduction, 2) diet and nutrition, 3) exercise and body movement, 4) our relationship to ecology. Group discussion is encouraged and ensures that the material covered will reflect the needs and interests of the group.

Dates - Friday, Oct. 13

Time - 6:30 - 10:00

saturday, Oct. 14

9:30 - 3:30

Location - N.C.C.

Fee - 12.00

Please wear comfortable clothing, and bring a pillow. You will also need a lunch on Saturday.

DRUGS IN PSYCHIATRY

This is a review and update for health professionals.

For further information please contact Helvi Wright at Skeena View Lodge 635 - 2265.

Dates - Friday, Nov. 3

and

Saturday, Nov. 4

ABORIGINAL STUDIES

Northwest Community College offers a diverse series of programmes designed to serve the native population in the College area. Grouped under the title 'Aboriginal Studies' the courses and workshops which are developed take a hard and realistic look at the history, lifestyle, and politics of the Native nations of the Northwest.

INTERNATIONAL INDIAN CELEBRATION

Come and experience three different cultures! A South American group of 26 persons, both young and old, named 4 Arrows will come to Terrace as a part of a Northwestern tour. On the college grounds you will watch demonstrations of dance and music, arts and crafts, films and small group lectures. Also the Ainu - a group of approx. 12 persons from Japan will be here in Terrace at the same time. Our own Canada World Youth group from El Salvador and different parts of Canada will be on hand. So do come and enjoy with us at the College !

Date - Sat., Oct. 16, begins at 1:00 p.m.

Location - N.C.C. Campus grounds

STRESS REDUCTION WORKSHOP

Following an outline of the psychological and physical aspects of stress, this workshop will offer an opportunity for participants to examine sources of stress in their lives and to plan ways of coping with these sources of stress. Furthermore participants will have the opportunity to learn and experience specific relaxation and meditative techniques, which offer a measure of control of stressed produced tensions.

Date - Saturday, Nov. 4

Instructors - Andres Klinger

Steve Lustig

Time - 1:00 - 4:00

Location - N.C.C.

Fee - \$10.00

Dress comfortably and bring something soft to lie on

LADY BEWARE

Learn how to make your surroundings safer, and protect yourself against attacks. Come and watch a film and participate in a discussion. This is jointly sponsored by Northwest Community College and the R.C.M.P.

Night - Wednesday, Oct. 18

Instructor - Larry York

Time - 8:00

Location - Caledonia Lecture

Theatre

MANAGEMENT OF TIME

A sound understanding of principles of time management ! This workshop is designed to assist executives and management in developing a valuable system of time management and how each individual can implement this to meet their own personal needs.

Date - Tuesday, Nov. 14 9:00 - 5:00

Fee - \$25.00

Location - N.C.C.

Instructor - Hugh Ney

HANDMADE PAPER — EXTENDING THE PROCESS

Offered by the Vancouver Art Gallery and Northwest Community College, come and see works which serve as a record of the development of handmade paper to present day, and participate in a discussion and see a film.

Date - Monday, Sept. 18

Time - 8:00 - 10:00 p.m.

Location - Terrace Library Arts Room

POETRY READINGS

BUSINESS WORKSHOPS — please see page 14.

LAW WORKSHOPS

The following workshops are being provided to us by Vancouver People's Law School and Northwest Community College. They are free of charge.

Family Law

October 26 and November 2, 1978 - 8:00 p.m.

Location - N.C.C.

Instructor - Thomas Bishop

Family Court procedures for obtaining maintenance, custody, restraint and separation orders; United Family Court; changes under the new Family Relations Act.

Land Transactions

November 9 and 16, 1978 - 8:00 p.m.

Location - N.C.C.

Instructor - Murdoch Robertson

The Interim Agreement; basic documents; Land Registry System; using the Land Registry; financing; Strata Titles; final stages; ownership.

Wills and Estates

November 23 and 30, 1978 - 8:00 p.m.

Location - N.C.C.

Instructor - Gordon Crampton

Why make a will ? What happens if you die without one ? How to make a will; special problems and clauses; probation or administration of an estate.

Life Insurance

December 7, 1978 - 8:00 p.m.

Location - N.C.C.

Instructor - Willy Schneider

General Insurance Law; types of life insurance; problems areas; proposed amendments and regulations.

TRAVEL WORKSHOPS

Learn more about far away countries, you are dreaming about ! Through films and discussions you will learn about each country's people and culture. Also included will be a short discussion on visa and passports requirements. Door prizes, coffee and doughnuts will be included.

Mexico

Date - Tuesday, Oct. 24

Time - 8:00 - 10:00

Location - Terrace Little Theatre

Caribbean

Date - Wednesday, Oct. 25

Time - 8:00 - 10:00

Location - Terrace Little Theatre

Fiji / South Pacific & New Zealand / Australia

Date - Thursday, Oct. 26

Time - 8:00 - 10:00

Location - Terrace Little Theatre

Watch for workshops pertaining to Early Childhood Education and issues relating specifically to women.

Phone the College at 635 - 6511 and see what is else coming up, that you as a member of the community can participate in.

FILM SERIES

\$2.00 per person

\$1.50 per students

Location: Terrace Little Theatre

all films begin at 8:00 p.m.

Saturday, Oct. 7

The Sting

Saturday, Oct. 21

Man for All Seasons

Saturday, Nov. 4

Amacord

Saturday, Nov. 18

to be announced

Saturday, Dec. 2

Man of La Mancha

Saturday, Dec. 16

Modern Times

COMMUNITY COURSE OFFERINGS

THE MAMAS AND PAPAS

Would you like to learn how to communicate with your children ?

Would you like to learn how your beliefs affect your children ?

Would you like to help your children become more cooperative and responsible ?

Would like to understand your children's behaviour and misbehaviour ?

You can learn to relate to your children more effectively. This is a training course for parents and others who want their relationships with children to be more satisfying.

Location - N.C.C.

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

Night - Tuesday

Length - 9 weeks

Instructor - Sean Grieg and Debbie Hutnyk

Fee - No charge (a parents handbook is also provided free)

Enrollment - Limited to 15

For more information please call Frances Long 635 - 4931

CREATIVE JOB SEARCH TECHNIQUES

This course covers various techniques on how to present yourself to employers. Business resumes, and interviewing skills are also included.

Where - Canada Employment Centre - 4630 Lazelle Ave.

When - 10:00 a.m. - 12:00 p.m. 1 day / week (to be arranged) for 2 weeks.

Fee - free

For more information please phone the Canada Employment Centre, 635 - 7134

BOOKKEEPING

An introduction to bookkeeping techniques, how to set up journals, record transaction, post the general ledger and perform preliminary steps for preparation of the financial statements

Date - Thursday, Sept. 26

Instructor - M. Kartasheff

Time - 9:00 - 4:30

Fee - \$30.00 (includes lunch)

For further information and registration please contact Dave Lewis at the Federal Business Development Bank 635 - 4951.

All courses begin the week of October 2, 1978 unless otherwise stated.

R.E.M. LEE THEATRE

SCHEDULE OF EVENTS

FALL 1978

SEPTEMBER

Sunday, September 3

N.W. Regional Council Meeting 11:30 a.m.

Wednesday, September 6

The Downchild Blues Band - 8:15 p.m.

Friday, September 8 -

Archbishop of Canterbury - Donald Cogan's visit to N.W. Canada - public address, meetings, services.

Sunday, September 10

Terrace and District Arts Council Meeting 8:00 p.m.

Wednesday, September 13

Terrace District Teachers Association - Professional

Thursday, September 28

Development Weekend - Opening Address

Terrace District Teachers Association

Professional Development Conference

Friday, September 29

Saturday, September 30

British Columbia Drama Association's N.W. Region Zone Meeting 3 p.m.

OCTOBER

Sunday, October 1

Tamanhous Theatre's presentation of '**liquid gold**'

Wednesday, October 11

Terrace and District Arts Council Meeting 8:00 p.m.

Saturday, October 14

Terrace Concert Association presents

'The Mountain Dance Company'

Wednesday, October 18

Terrace Concert Association presents

Friday, October 26

'The Scottish Boroque Ensemble' - 8:15

N.W. Loggers Association presents

Saturday, October 27

'The Original Cast Plus, Plus, Plus...' - 8:15

Terrace and District Arts Council presents

'ROMANE' Hypnotist and Magician Show - 8:15

NOVEMBER

Wednesday, November 8

Terrace and District Arts Council Meeting - 8:00 p.m.

Saturday, November 11

Terrace Concert Association presents

Wednesday, November 14

'Collegium Floauto Dolce' - 8:15

Terrace Concert Association presents

'Kathryn Chernauskas' - 8:15

For more information: Call Stefan Cieslik, Theatre Director 635-2101.

Mail Registration Form

Mail To: Frances Long, Co-ordinator
Community Education Services
3205 Kenney Street
Terrace, B.C.

Phone 635-4931 Loc. 37

Name _____ Tel. No. Home _____

Address _____ Office _____

I wish to register for the following courses:

1) _____ Section _____ Fee _____

2) _____ Section _____ Fee _____

3) _____ Section _____ Fee _____

Lab Fee _____

Total Fee _____

Make cheque or money order payable to: Community Education DO NOT SEND
MONEY THROUGH the mail.

Signature _____