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NORTHWEST COMMUNITY COLLEGE
KITIMAT CAMPUS — 632-4766

Hello, Happy New Year!

I am your new winter calendar.

Please put me in a safe place.

Refer to me often--I will make your winter interesting!



Northwest Community College is one of many educational services in Kitimat. We wish to extend a thank-you to the staff and instructors of School District 80 and the Kitimat Recreation Department for their co-operation in our operation and programming.

Registration for winter courses begins January 5, 1987.

Northwest Community College
606 Mountainview Square, Kitimat, BC V8C 2N2
632-4766

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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 \$16,000 each year in non-repayable bursaries.** The **College has a new Entrance Scholarship program** which may pay your full tuition.

Contact **Bev Kealty, Financial Aid Officer.**

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.

The College Endowment Fund

Northwest Community College is currently conducting a fund-raising drive to establish the College Endowment Fund. This fund will generate funds for student financial aid in perpetuity.

As of September 1986 the Endowment Fund has grown to \$110,000 and is already generating interest which is being used for much needed student assistance.

Corporations, businesses, service clubs, unions and individuals may contribute tax-deductible donations to the fund by contacting the College. Your contribution will remain in the fund permanently and continue to provide student aid money. **For information, call Brian Loptson 635-6511.**

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 we have Career-Technical programs in Early Childhood Education and Human Service Work which lead to certificates?

TUITION FEE: \$66.00 per course

CLASS COMMENCES JANUARY 5, 1987

This winter, students in Kitimat will be able to take the following course--live at the Kitimat campus!

Register now for this University Transfer course. For more details, contact the Kitimat campus (632-4766) or the course instructor (635-6511).

HISTORY 104

Peter Weber - \$66 plus books

This course will offer an in-depth analysis of primarily the following issues: the origins of the First World War; the Russian Revolution and developments in the Soviet Union to the late twenties; recasting Germany; the early Weimar Republic; Italy and Mussolini's Fascism; Hitler's rise to power and the nature of the Third Reich; Fascist movements in other European countries; the Civil War in Spain; Hitler's aims, foreign policy, and the background to World War II (and major developments to 1942); socio-political realignments after 1945. Some of the flavour and spirit of the time and of prevalent ideologies has been captured in feature and documentary films; a number of these will be made available for viewing.

No prerequisites--the course may be taken for credit and/or interest.

Location: College Room 6

Dates: Mondays, Jan 5 - April 13, 7 - 10 p.m.

GET A START ON A UNIVERSITY

EDUCATION OR CAREER TRAINING.

REGISTER NOW TO ENSURE YOU HAVE A PLACE.

Northwest Community College
TELECONFERENCE COURSES

Academic Courses in your Community

Teleconferencing makes it possible for students in the Northwest to "get together" with each other and their instructor without leaving their communities.

Sophisticated "bridging" equipment in Terrace is linked to teleconference convenors (loudspeaker units and microphones) at regional centres. This bridging of a series of telephone lines allows everyone to communicate with each other.

Classes include lectures, audio visual presentations and interactive seminars. Problems or questions which arise will be discussed and dealt with immediately by the instructor and other students in several locations.

REGISTRATION

ALL COURSES RUN FOR 15 WEEKS.

Registration forms are available through the College office.
 Tuition is \$66.00 per course, plus cost of textbooks.

More information is available from the Programs Division at Northwest Community College, Terrace Campus.

STARTING JANUARY 5, 1987

Economics 201

A continuation of Economics 202. This course will continue to deal with current structural and regional problems of the Canadian economy, with specific aspects of private and public sector policies. It will also include a thorough presentation of traditional micro-economic theories and an analysis of the socio-political implications of the welfare state.

Prerequisite: Economics 202 or permission of Instructor.
 Instructor: Dr. Peter Weber
 Times: Wednesday, 7:00 - 10:00 p.m.

English 102

A continuation of English 101. Reading and discussion of modern fiction and drama. Written assignments will be based on responses to the literature read and on subjects of general significance.

Prerequisite: Permission of Instructor.
 Instructor: George Stanley
 Times: Tuesday, & Thursday
 10:30 a.m. - Noon

Psychology 102

A continuation of Psychology 101. This course surveys fascinating research in the areas of thinking, motivation, personality, intelligence, psychological disorders and therapies, stress and health, and social influences on behaviour.

Prerequisite: Psychology 101.
 Instructor: Larry Dickerson
 Times: Monday, 7:00 - 10:00 p.m.

Sociology 102

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: Familiarity with Chapter 1 of Text.
 Instructor: Shannon Mark
 Times: Thursday, 7:00 - 10:00 p.m.

Early Childhood Education

ECE 206

(Working with Families) Post Basic Level II. The student will develop skills in working with families utilizing the team approach. Students will learn to co-ordinate home and program goals for typical and atypical children in child-care settings.

Instructor: Larisa Tarwick
 Times: Tuesday, 7:00 - 9:30 p.m.

ECE 206 Lab: (Two Saturdays - T.B.A.)

Location: Terrace Campus.

Two traditional correspondence courses are also available:
ENGLISH 102 AND PSYCHOLOGY 102.

**HAVE YOU
 PRE-REGISTERED?**

ADULT BASIC EDUCATION

Adult Basic Education can now give you a Provincial level certificate. This new certification equates with high school completion certification.

Adult students may enter this program at any time during the term, as space permits. An assessment of starting level will be made for each student before he/she begins the program. One or all subjects may be studied during the term, on a full-time basis. (Some part time study may be arranged.) College certificates will be issued upon completion. This program will enhance employment opportunities and prepare you for further Vocational Career/Technical or university level courses.

Fees: \$67/month full-time, \$33.50/month part-time (up to 15 hours/week)

Fees are paid monthly and are due the first day of each month. After this, a \$10.00 late fee is assessed.

Length of program: Varies to suit individual needs. Students may wait list at any time and will be called in to register as space is available.

Date: Continuous intake from September to June.

Time: 9 AM to 4 PM, Monday to Friday

Location: College Room 2

Instructor: Chris Wozney

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 below for under-age applicants.)
4. Have a career or educational goal.

Under-Age Application Criteria

The above factors apply plus:

1. Written permission from the Superintendent of School District 80.
2. Written permission from the High School Principal.
3. Reasons for leaving school must be fully outlined. (A behavior problem does not qualify for entry into Upgrading.)
4. Interview with and permission of College Staff (where practical), accompanied by a parent or guardian.
5. Interview with College Counsellor and/or Instructor.
6. Work experience is an asset. This provides an indication of maturity and a career goal.
7. A maximum of two students per class under 18 years of age will be admitted to the program at any time.

Other applicants with special circumstances will be considered on an individual basis by the ABE Director's office and the Registrar.

Although there is a minimum age requirement for the program, there is no maximum age limit, and students of all ages are encouraged to apply for the program.

There is no minimum educational prerequisite for entering the program; you are assessed and placed in the courses that correspond to your educational background.

ENGLISH as a SECOND LANGUAGE

MORNINGS

ENGLISH FOR BEGINNERS

(Levels 1 - 4) 5 days per week - Kay Hall - \$125
Emphasis will be on oral practice of everyday English--speaking and listening skills.
Location: College Room 6
Dates: Mon - Fri, Jan 5 - March 27, 8:30 AM - 12:30 p.m.

INTERMEDIATE ENGLISH

4 days per week - Maria Raposo - \$90
Instruction in written skills, phonics and spelling, as well as oral and listening skills.
Location: College Room 7
Dates: Mon - Thur, Jan 5 - March 26, 9 AM - 12 Noon

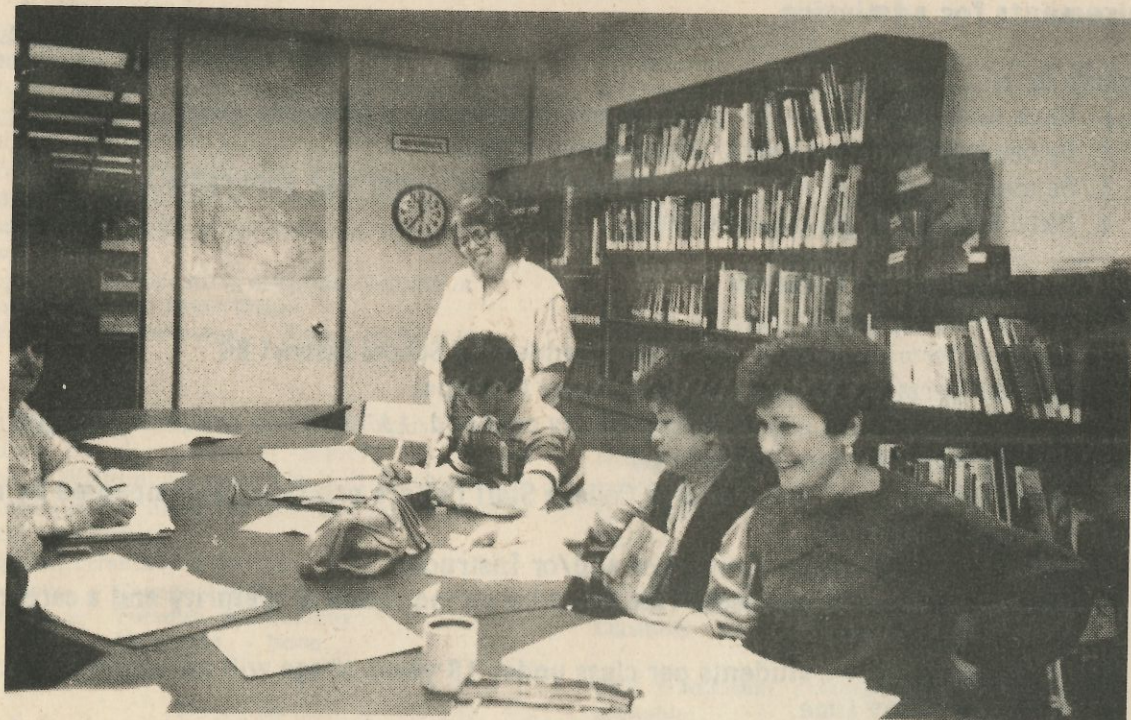
ADVANCED ENGLISH

4 days per week - Roberta Bowen - \$90
Continuation of written and oral work, including vocabulary development.
Location: College Room 1
Dates: Mon - Thur, Jan 5 - March 26, 9 AM - 12 Noon

EVENINGS

CONVERSATIONAL ENGLISH

2 days per week - Maria Raposo - \$45
A new language class in spoken and oral English. Students will learn and review idioms, pronunciation, diction and oral reading. Students at any level of English--basic to advanced, will benefit from this class.
Location: College Room 7
Dates: Tues & Thur, Jan 6 - March 26, 7 - 10 pm.



CLASSES BEGIN MONDAY, JANUARY 5th

OPEN HOUSE: January 5, 9:00 to 10:00 a.m. (Registration and class organization in the College library.)

REGULAR CLASSES: January 5, Following the Open House

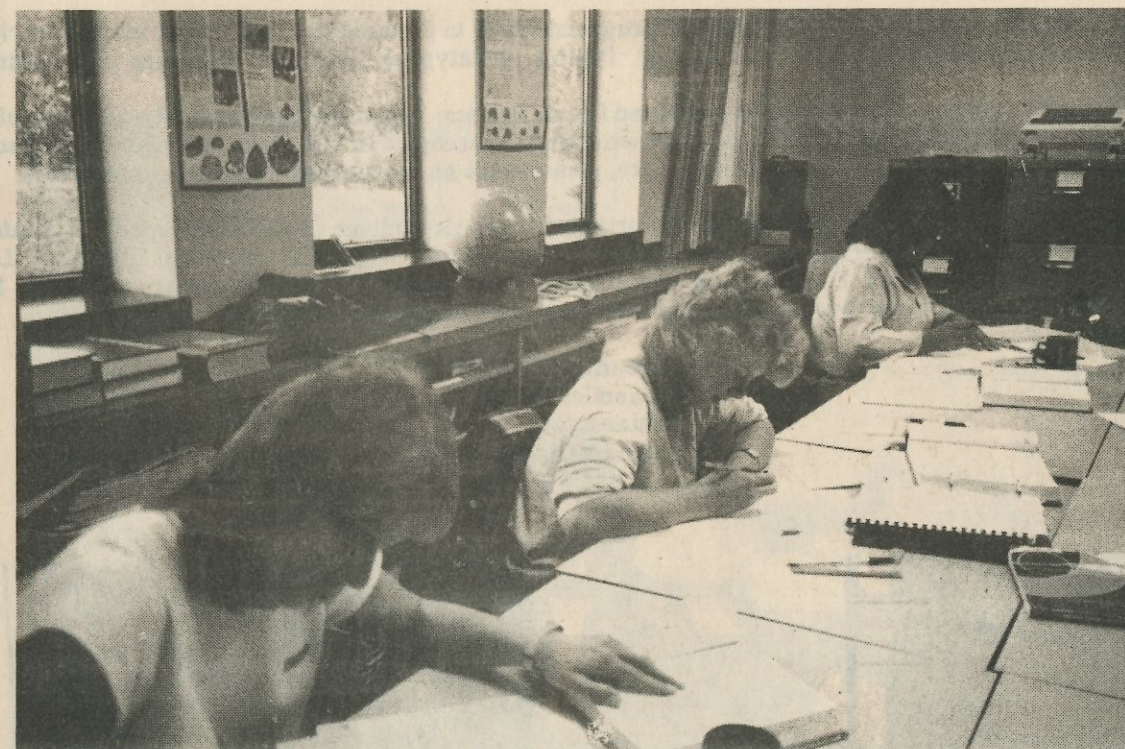
GENERAL EDUCATION DIPLOMA (G.E.D.)

The G.E.D. is a self-study program for adults who want to obtain a Grade 12 equivalency certificate. Every year, the Ministry of Education holds examinations across the province to test people for this Equivalency Certificate. You are required to pass five tests: Reading, Writing Skills, Science, Social Studies and Mathematics. They are designed to measure as directly as possible the major generalizations, ideas and intellectual skills that are normally gained through 12 years of formal education. Purchase a text at the College and study at home at your own convenience.

Exams may be written at the Kitimat Campus:

March 20 & 21, 1987

You must be 19 years old and a resident of B.C. for at least six months before writing the exam. Application forms are available at the College.



YOU MAY ALSO UPGRADE YOUR EDUCATION WITH ONE OF THESE:

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

High school courses in a self-study format. Most courses from grades 2 to 12 can be ordered. Catalogues are available at the College Centre.

BUSINESS and PROFESSIONAL

DAY PROGRAMS

BUSINESS CAREERS TRAINING--FULL OR PART-TIME

INSTRUCTOR: Ann-Marie Merkle

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

DATES: Continuous intake from
September to June

FEE: \$67.00 per month full-time or part-time
plus texts and refundable book deposit

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.

CERTIFICATE PROGRAMS

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 an 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, 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
Business Computing 150



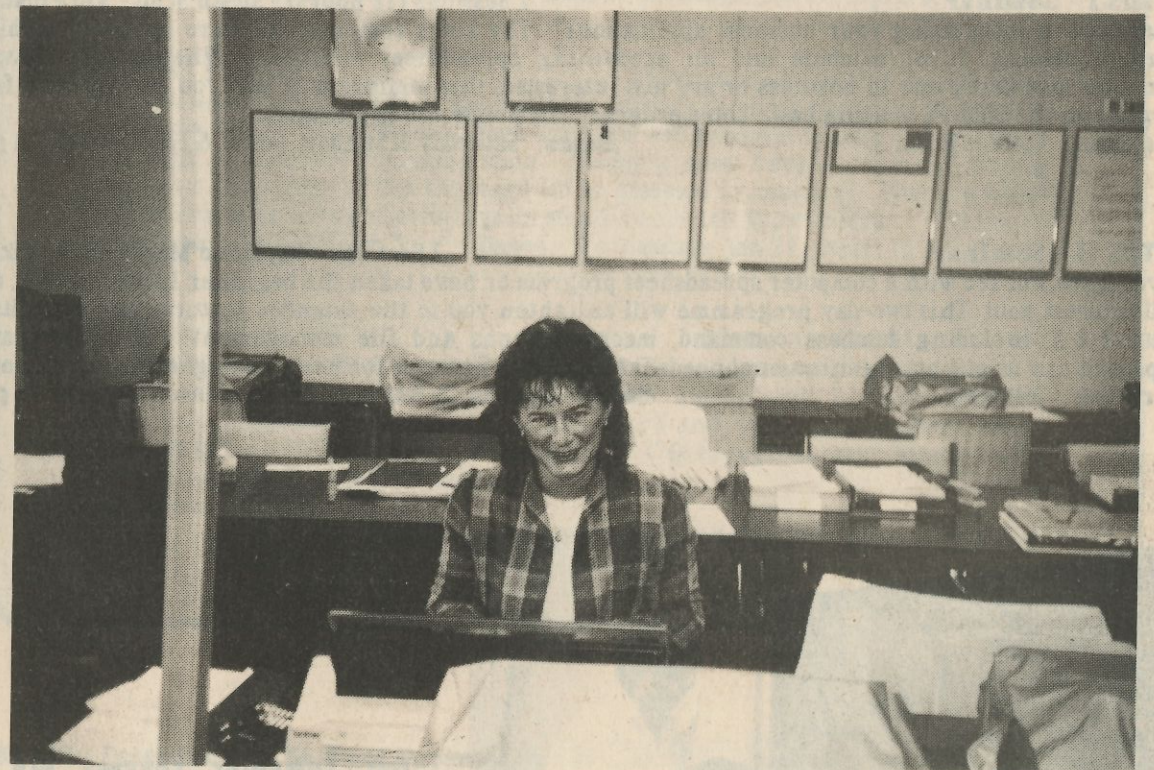
ADVANCED OPTIONS (CERTIFICATE PROGRAMS)

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 nwpw 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, Volkswriter 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. 8 - 12 months.



OFFICE MANAGEMENT--Office Management is an advanced option diploma program. There are two parts to the program: Level One, which includes courses in Typing, Word Processing, Office Procedures, Accounting, Business Machines/Math, and Business Computers; Level Two includes Management, Law and Accounting, plus 9 optional credits. Get in touch with the College at 632-4766 for more information. 20 months.

LIFELONG LEARNING IS FOR EVERYONE!

EVENING/WEEKEND PROGRAMS

ACCOUNTING 101/102

This College CREDIT course is basic to a Business Careers diploma in Clerk-Bookkeeping. Accounting 101 covers income statements, profit and loss, general ledgers and payroll. Accounting 102 involves specialized journals, cash control, bank reconciliations and inventory control. Project work includes the completion of a full set of books for a service and a retail company. Accounting 101 or 102 may be completed this term. 51 hours

Location: College Room 4

17 Sessions - Loane Fowler - \$105, plus books

Dates: Thursdays, Jan 22 - May 14, 7 - 10 p.m.

BCPT 102 - Introduction to Business Computing

Expand your horizons by taking our Introduction to Business Programs course. Learn about the basic software programs now used in many businesses. The course includes word processing with Wordstar and Easywriter II and a "spreadsheet" program used in Accounting (Lotus). Beginners to the computer may take this course and for those who plan to take more advanced business computer courses, this is a required CREDIT course. The material covers both theory and "hands on" computer work using an IBM-PC. A blank diskette should be brought to the first class. Class size is limited to 10. 39 hours

Location: College Room 3

Dates: Thursdays, Jan 22 - April 16, 7 - 10 p.m.

LOTUS I - Seminar

Interested in integrating your business applications? The Lotus computer software package combines word processing, filing/database and an accounting spreadsheet function. Whether you have a computer, are using one in business or are just interested, this seminar will lead you step-by-step from turning on the IBM-PC to using basic Lotus program commands and applications. 12 hours

Location: College Room 3

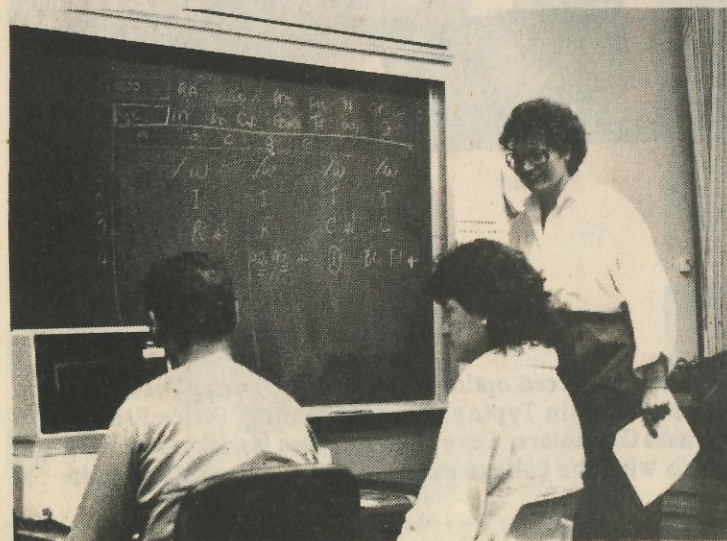
Dates: Saturday & Sunday, Jan 31 & Feb 1, 9 a.m. - 4 p.m.

LOTUS II - Seminar

If you have worked with a computer spreadsheet program or have taken the beginner Lotus seminar, this will interest you! This two-day programme will enlighten you to the extended features and benefits of Lotus 1-2-3, including database command, macros, graphs and file management. The "integrated" approach can meet most organizational needs for a small business or for home management. 12 hours

Location: College Room 3

Dates: Saturday & Sunday, Feb 28 & March 1, 9 a.m. - 4 p.m.



Our computer courses are in demand and we have wait listed candidates, therefore enrollment may be limited.

Get in touch with us today.

INTRODUCTION TO PERSONAL COMPUTING

Take a TRS-80 Colour Computer home with you for six weeks and learn computer programming with BASIC.

The complete program includes a print package of course materials and a Radio Shack Colour Computer. This course provides "hands-on" introduction to computer programming. The Colour Computer connects to your home television and you will also need a portable cassette tape recorder to save your programs.

Dates: We are taking names for our wait list; computers are available on an on-going basis.

Completion Time: Computers are loaned out for precisely six weeks.

Fee: \$40.00 (includes course materials) plus \$50.00 refundable deposit on the computer.

KEYBOARDING

HUNT AND PECK

For masters of the one-finger method, those new to typing or plain typo-phobics, relax! Here's the opportunity to become skilled in touch typing. This is a practical "hands-on" course designed for persons in need of speed (style and/or grace) whether for computing, word processing or . . . typing. Keyboarding basics will be taught on regular electric typewriters. Practice time will be available during the day and evening. 24 hours

Location: College Room 5

Dates: Mondays, Jan 19 - April 6, 7 - 9 p.m.

TYPING 101/102

This College credit course in the Business Careers Diploma program is paced to your own speed. Students will work through assignments to improve accuracy and form in business communication. Students must have a beginner typing course or knowledge of the keyboard (to be assessed by teacher). Practice times will be available days and evenings on standard electric typewriters. 39 hours

Location: College Room 5

Dates: Wednesdays, Jan 21 - April 15, 7 - 10 p.m.

TYPING REFRESHER

Experienced keyboarders (typists) who would like to improve speed and learn to use an electronic typewriter--this is your course. Students will have access to the electronic programmable typewriter (Brother) and will also be given timed writings to help build up speed. Please call 632-4766 to register your interest--the class will go ahead with 9 students. 15 hours

Location: College Room 5

Dates: One evening per week (probably Thursdays), 7 - 10 p.m.

WPRO 100: Introduction To Word Processing

Study with Professor DOS and Instructor DOS at your own speed. These two are tutorial disks which, with the help of a "live" tutor, will take you through the basic operation procedures of an IBM PC. This is a required course when taking any advanced Word Processing credit options (e.g. WPRO 104). Evening credits are transferable towards full-time day programs. 15 hours

Location: College Room 3

Dates: Wednesday, Jan 21 - Feb 18, 7 - 10 p.m.

Prepay early to assure yourself a place.

INTRODUCTION TO INTEGRATED SOFTWARE WITH FRAMEWORK*

Learn how to combine word processing, spread sheet, data base, graphics and data communication using FRAMEWORK, an all-in-one software package for an IBM-PC or its compatibles.

You'll appreciate why integrated packages are becoming the favorite "electronic desktop" tools in offices today.

No previous computer background is required.

Instructor: Rainer Giannelia
Location: N.W.C.C., Room 3
Date: Saturday, March 28, 1987
Time: 9 a.m. to 4 p.m.
Fee: \$60.00

FBDB: HOW TO ADVERTISE & PROMOTE PROFITABLY

Create your own advertising success story. Using the step-by-step procedures in this seminar, learn how you can increase your sales and your profits.

Don't miss this opportunity to improve your promotional and advertising skills.

Instructor: Federal Business Development Bank
Time: 3 - 10 p.m.
Fee: \$65.00
Date: To Be Announced
15 registrants required
Location: KITIMAT
Call NWCC for more information.

WHAT'S NEW IN BUSINESS? ... A MOBILE COMPUTER CENTRE!

Northwest Community College can now deliver a wide range of business Application courses on-site to organizations throughout the College region. The Mobile Computer Centre consists of 6 fully configured Business Microcomputers, a Library of Software, and an instructor.

We offer the courses, seminars and workshops at your site or at other suitable facilities. Typical software packages that we can cover from beginning to advanced levels include:

< Lotus 1-2-3 > < Framework > < Wordstar >
< Multimate > < Lotus Symphony >
< dBase II/III > < ACCPAC > ... and more.

We can also custom-tailor courses for your software and applications.
For more information, call us at the Kitimat Campus, 632-4766.

COMING SOON: ELECTRONIC MAIL & DATA COMMUNICATIONS

Do you want to learn how you can save on courier charges, or avoid telephone tag? 'Electronic Mail' may be your answer. Do you want 'Data Communications' demystified?

We are in the process of developing a series of hands-on workshops which will let you get actual practice in electronic messaging. Since we haven't finalized the schedule at press time, contact your nearest Northwest College Centre representative, or call the Terrace Campus 635-6511, Local 225 for further information.

MANAGEMENT SKILLS FOR SUPERVISORS

The Management Skills for Supervisors program is currently being offered throughout the College region. It includes 90 hours of integrated material covering a broad range of management skills. This is a Ministry of Education approved program. It is constructed to be highly experiential in nature to attract the trainee towards involvement in his own training. To that end, such devices as role plays, structured experiences, media experiences, self-scoring inventories and discussions have been liberally employed and supported by relevant theoretical concepts. The program is organized into three parts.

FINANCIAL AID AND SPONSORSHIP: Participants are normally sponsored by their employer. Some reimbursement of fees may be possible from the sponsoring employer through Canada Employment. Please contact your local Canada Employment Centre for more information.

FOR EACH PART: **Instructor:** Phil Kolbuc **Location:** Kitimat/Terrace
Fee: \$250.00 (\$25 discount applies for a second or additional registrant from the same firm.)
Time: 8:30 a.m. to 4:30 p.m.

Part I INTERPERSONAL SKILLS (3 days, plus 1 day reinforcement)

Dates: January 26, 27 & 28, plus Reinforcement January 29, 1987

You will learn to:

- Communicate effectively
- Sharpen your supervisory skills
- Improve and enhance your relationship with others
- Develop effective and persuasive communication
- Enhance your interviewing techniques
- Use an effective system for making quality decisions

Part II GROUP SKILLS

Dates: March 2, 3, & 4, plus Reinforcement March 5, 1987

You will learn to:

- Sharpen your leadership skills
- Set the climate for motivation
- Use your preferred leadership style effectively
- Use your skills in a group situation, focusing on leadership, motivation and team building
- Run effective meetings

Part III ADMINISTRATIVE SKILLS

Dates: April 6, 7 & 8, plus Reinforcement April 9, 1987

You will learn to:

- Sharpen your administrative skills
- Manage your job effectively
- Use a comprehensive and flexible system in performance analysis and appraisal
- Identify four timewasters and how to eliminate them
- Apply the 10 simple rules to make your written communication effective and successful

FEDERAL BUSINESS DEVELOPMENT BANK COURSES

The following courses will be scheduled by "popular demand".

Fees (including materials): 3-hour seminar: \$40, 6-hour seminar: \$65, 18-hour seminar: \$75

Note: Some financial assistance may be available to defray the course cost and wage cost through your nearest Canada Employment and Immigration Centres. Please contact them for further information.

How to Start a Small Business: Can be offered in 18-hours or condensed 6-hour format. Discover the main considerations in setting up a business. Focus on the key areas for success in any business. Develop a business plan to help you start on the right foot.

Bookkeeping: Can be offered in 18-hours or condensed 6-hour format. Learn proper bookkeeping techniques, using a step-by-step approach that makes it easy to understand. Take part in a complete simulation of what really happens in a business and walk away with the information you need for a reliable accounting system.

Business Law: 18 hours. Learn to organize your business within the framework of the law. How to best deal with customers, and learn all about contracts, business structures, legal implications and more.

Successful Small Business Management: 18 hours. Learn to manage more efficiently using key management functions. Maximize efficiency in business decisions. Develop effective business plans and controls. Select, organize and manage your people confidently.

Time Management: 3 hours. Learn to beat the clock and relax! Time is money--so why waste it? This seminar shows you the techniques to organize your time better. Things you can put into action immediately.

Marketing for Small Business: 18 hours. Learn the importance of marketing for successful business operations. Understand the way consumers behave. Learn what marketing research can do. Learn how the price/value relationship is important to your business.

Understanding Your Customer: 18 hours. Learn to know how your customer feels, thinks, and why. Analyze the psychology of the consuming public. Learn how perceptions, attitudes and motivations can have a major impact on a business' success.

The ABCs of Selling: 18 hours. Learn how to become a successful sales person--by selling your product and yourself properly. Learn basic selling techniques. Learn how to close a sale and why customers come back. Discover the four steps that are crucial to any sale.

Choosing & Pricing your Product or Service: 3 hours. Learn that pricing is important--but are you selling the right product/service to the right market? Get the answers by attending this seminar.

People Management, Tools & Techniques: 18 hours. Learn to put the proper tools to work to best manage your people. Use the personnel forms included in the course to aid the process. Learn about employee compensation and relations. Learn the benefits of proper training and effective employee management techniques.

Fundamentals of Financial Management: 18 hours. Learn the fundamentals of financial management. Understand financial statements. Develop effective financial skills. Put sound financial management principles to work for you.

The Basics of Small Computer Systems: 18 hours. Learn how to determine your need to computerize. Analyze and evaluate the available alternatives. Go through a step-by-step process to: (a) implement your system; and (b) to upgrade an existing one.

How to Arrange Financing: 6 hours. Learn even though lending money is not an exact science, lenders ask questions. Learn about those questions and how to answer them. Be prepared.

GENERAL INTEREST

BASIC BOATING - A POWER SQUADRON PROGRAM FOR BOATERS

12 Sessions - Gerry Morisseau - \$100 plus supplies

Increase your knowledge of seamanship and navigation, both power and sail. Join the nation-wide association of boating enthusiasts--the Canadian Power Squadron. Courses are open to anyone, not restricted to boat owners alone.

Students must pass the Basic Boating Exam. They are then eligible to take a wide variety of advanced courses, including: Advanced Piloting, Celestial Navigation, Weather, Marine Maintenance and Marine Electronics.

Basic Boating covers the following topics:

- boat handling
- general seamanship
- mariner's compass
- equipment & boating laws
- manners & customs
- charts & piloting
- aids to navigation
- rules of the road

Course fee includes all study materials and the exam fee. Students will be responsible for a divider and set of parallel rules (approx. \$26). **REGISTER BY JAN. 15.** 24 hours

Location: M.E.S.S. Room 109

Dates: Thursdays, Jan 29 - April 16, 7:30 - 9:30 p.m.

CALLIGRAPHY

6 Sessions - Don Malcolm - \$20

You, too, can have beautiful handwriting. Learn basic skills in Italics, Gothic and Uncial script. Bring a calligraphy pen and paper to class the first night and you'll be on your way to creating elegant-looking invitations, menus, cards. Add a touch of class to your penmanship!

Location: M.E.S.S., Room 118

Dates: Mondays, Jan 26 - March 2, 7 - 9 p.m.

CANADIAN CITIZENSHIP

10 Sessions - Kay Hall - \$12.00

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 the historic, political and geographic study of Canada. Understanding of English is necessary.

Location: College Room 6

Dates: Tuesdays, Jan 20 - March 24, 7 - 9 p.m.

COMMUNITY BAND

Jan to June - Bob Butchart & David Masini - Free

The community band offers enjoyment for anyone with an interest in music. This year there will be three divisions to accommodate varying skill levels:

- 6:30 to 7:30 PM - I Beginners Band (requires no previous experience)
- 7:30 to 8:30 PM - II Intermediate Level
- 8:30 to 9:45 PM - III Advanced Level

Location: M.E.S.S., Room 405

Dates: Wednesdays, Jan 7 - June 24, 6:30 - 9:45 p.m.



CROSS-COUNTRY SKIING

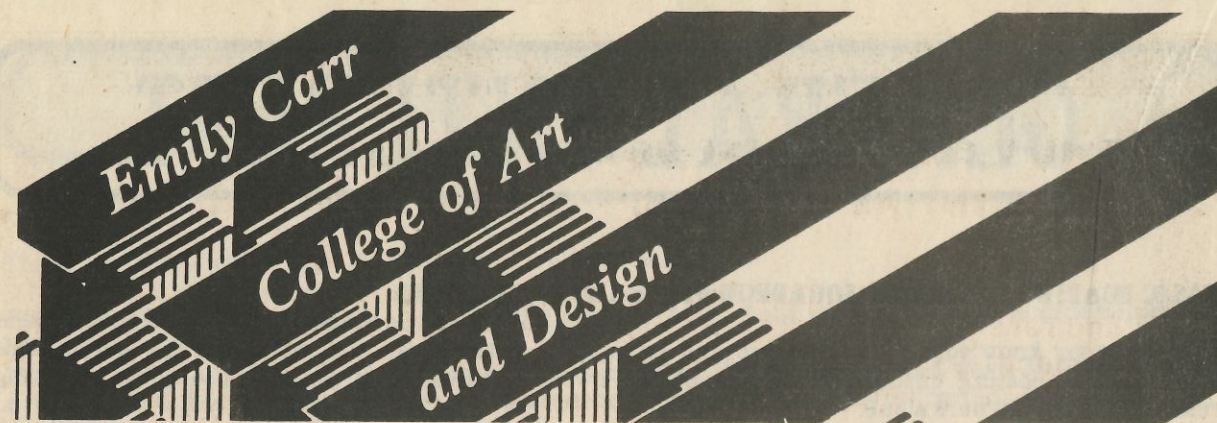
1 Session - \$5.00

Cheryl Brown

Be prepared for Kitimat snow. This 2-hour presentation will be helpful to the beginner or experienced skier. Learn about ski equipment, clothing and waxes. There will be an introduction to the local trails and safety tips for the beginners.

Location: M.E.S.S., Room 118

Date: Wednesday, Jan 21, 7:30 - 9:30 p.m.



Outreach Program 1986-87 Northwest Community College Region

Northwest Community College and Emily Carr College of Art and Design co-operatively present a series of top quality art workshops in different mediums for residents of the northwest. ENROLLMENT IS LIMITED, so please register early. Register at your local College Centre for any of the programs listed below. Fee for each workshop is \$40.00, plus supplies. For additional information on any of these workshops, please contact your local College Centre.

Papermaking (For all Levels)

Instructor Lynne Howes
Dates: February 7, & 8, 1987
Place: Terrace College Centre

This workshop will give you an introduction to papermaking as an art form. Practical sessions include use of screens and moulds, making pulp and sheets, and using paper in casts and other 3 dimensional forms.

Drawing (All Skill Levels)

Instructor Pat Johnston
Dates: February 6, 7, & 8, 1987
Place: Kitimat College Centre

So you want to learn to draw, or you want to polish already developed skills. If so, Pat Johnston will challenge and excite you with the exploration of materials such as pencil, charcoal, pen/brush & ink, and crayons. You will have the opportunity to explore the line, form, mass, movement, composition and proportion. Join In!

Drawing (All Skill Levels)

Instructor Richard Williams
Dates: February 7, & 8, 1987
Place: Queen Charlotte City, C.E. Centre

This workshop will help students to develop positive attitudes towards their drawing skills. The goal is to have you develop the confidence to express yourself freely and creatively through drawing. The practical sessions will include work with a variety of drawing materials and to study line, form, mass and proportions.

Photography (All Skill Levels)

Instructor Bev Olandt
Dates: March 6, 7, & 8, 1987
Place: Hazelton College Centre

This workshop will help you discover images in your daily landscape. Topics include equipment use, film composition (balance, design), lighting, flash, double exposure and more. Field trips are part of this workshop so come prepared to be outdoors.

Painting (Beginner/Intermediate/Advanced)

Instructor Gordon Payne
Dates: February 14, & 15, 1987
Place: Prince Rupert Civic Centre

This workshop will begin with an introduction of theory and method of contemporary landscape and image painting. Using ACRYLIC paints, you will do exercises in surface, structure, and geometrical analysis. There will also be intensive practice of landscape painting from slide images.

Ceramics (Intermediate/Advanced)

Instructor Byron Johnstad
Dates: March 28, & 29, 1987
Place: Prince Rupert Civic Centre

Ceramic artist, Byron Johnstad will offer discussions, demonstrations and practical sessions on the production of a dinner set. Items covered include bowls, plates, cups, serving items, etc. Finishing skills will be emphasized.

PRE-REGISTRATION FOR ALL
EMILY CARR COLLEGE OF ART AND DESIGN OUT-REACH COURSES
REQUIRES A MINIMUM 10 DAYS BEFORE THE START DATE

EMILY CARR COLLEGE OF ART OIL PAINTING WORKSHOP--EMPHASIS ON REALISM

Painter and printmaker Patricia Johnstone was born in England and received her early education in Rhodesia, Tasmania, and England. She has an extensive teaching background from Eastern Canada and British Columbia. Her work is represented in the City of Vancouver collection. On Friday evening a public workshop illustrated with slides of painters in the realist manner and of the artist's own work will be presented at 7:30 PM in room 124 at Mount Elizabeth Secondary School. The weekend workshop in Oils--Emphasis on Realism will begin on Saturday at 9:00 AM

Date: Public Open House, Fri. Feb 6, 7:30 to 9:30 p.m.
Workshop, Sat., Feb 7, 9 to 4 & Sun., Feb 8, 9 to 1

LOCATION: M.E.S.S., Room 124 FEE: \$40.00 ARTIST: Patricia Johnston

REGISTER BY JANUARY 30TH.

DEFENSIVE DRIVING

Gain confidence with our defensive driving accident prevention course. If you've never had a lesson, or if it's been a while, these simple "rules of the road" will help you arrive safely. The B.C. Safety Council supports this course--act now before you need it!

Location: M.E.S.S. Room 129

4 Sessions - George Adolf - \$25 (includes books)
12 hours
Dates: Mondays & Wednesdays, Feb 2 - 11, 7 - 10 p.m.



FLORAL ARRANGEMENT

Be ready for those spring flowers. In this course you will learn how to make pleasing arrangements of real and artificial flowers for home use and special occasions.

Location: Dee's Flower Shop

3 Sessions - Shirley Westby - \$15 plus materials

6 hours
Dates: Wednesdays,
March 11 - 25, 7 - 9 p.m.

HOW TO FRAME YOUR ARTWORK

Artwork without a frame is like a sandwich without the slices of bread; still good but incomplete. A frame can be simple or fancy, ornate and old-fashioned, or sleek and modern-looking. Oils, watercolours, posters, photos, limited edition prints and other art objects can be framed--care must be taken to frame them properly. Matt Ehses, of the Northern Light Studio in Terrace, is just the person to show you how to get "framed". Lecture to be complemented with demonstrations.

Location: M.E.S.S. Room 124

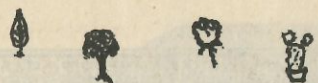
1 Session - Matt Ehses - \$10
3 hours
Date: Tuesday, March 24, 7 - 10 p.m.

FRENCH, BEGINNER

You can do it! A conversational approach to French. A relaxed atmosphere, enjoyable class, and, Voilà - you are bilingual! (Well, almost.)

Location: College Room 2

8 Sessions - Diane Billingsley - \$35
16 hours
Dates: Wednesdays, Jan 21 - March 11, 7 - 9 p.m.



Gardening

GREENHOUSES

1 Session - Ferd Wuensche - \$5
 This workshop will help you choose the right type of greenhouse to meet your needs. Also included will be the selection and nurturing of plants, and the best lighting and heating to encourage growth.
 Location: M.E.S.S. Room 129 Date: Wednesday, Feb 25, 7-9 p.m.

SPRING PREPARATION FOR OUTDOOR GARDENING

Ferd Wuensche - \$5
 Beat the spring weather--be ready with a knowledge of lawn construction and maintenance, and pruning and soil preparation for your favorite shrubs, vegetables and flowers.
 Location: M.E.S.S. Room 129 Dates: Monday, March 23, 7-9 p.m.

TALKING TO YOUR HOUSE PLANTS

1 evening - Ferd Wuensche - \$5
 Includes fertilization, propagation, pruning, repotting, soil mixtures and suggestions for growth-inducing conversation with your favorite green friends.
 Location: M.E.S.S. Room 129 Date: Monday, Jan 26, 7-9 p.m.

GENEALOGY: FAMILY HISTORY

2 Sessions - Lorraine Irving - \$35
 Would you like to discover your family tree? Trace your descendants? The B.C. Genealogy Society will offer this weekend seminar to get you started. Topics will include:
 < how to begin > < sources of material > < correspondence techniques >
 < organizing your material > < civil registration and census records >
 < church records > < completing pedigree charts/family group sheets >
 Speaker Lorraine Irving is an active member of the B.C. Genealogical Society in Vancouver. She is experienced in both the practical aspects of genealogy and teaching these skills to others.
 Location: College Room 7 Dates: Friday, March 20, 7:30 - 9:30 p.m. and Saturday, March 21, 9 a.m. to 4 p.m.

HAIR CARE

6 Sessions - Tracy Bailey - \$35 + supplies
 Change your hair--change your life! This basic hair care course covers hair trimming, perms, cellophanes, hennas, and styling for long or short hair. A model will be required after the first night. Learn the mysteries of the curling iron, the blow dryer and the hot brush. The cost of supplies is in addition to the fee.
 Location: The Hair Force Dates: Wednesdays, Feb 11 - March 18, 7:30 - 10:30 p.m.

HAIR CUTS FOR KIDS

2 Sessions - Tracy Bailey - \$10
 Learn the skills required to give your child a basic hair cut. The first evening will be demonstration, the second evening you bring your own model (over seven years of age, please). If you have scissors- bring them, if not you may purchase them from the instructor.
 Location: The Hair Force Dates: Mondays, Feb 2 & 9, 7-9 p.m.



INCOME TAX - Preparing Your Tax Return

1 evening - Carlyle Sherpherd - \$2.00
 A two-hour seminar to give an overview of the 1986 tax return form. General information will be provided on exemptions and correct completion of forms and submission of documents. Limited registration.
 Location: College LRC Date: Thursday, Feb 12, 7-9 p.m.

INDEPENDENT LEARNING SKILLS

2 days per week - Roberta Bowen - \$30
 This is a short, study course for anyone who is following a "self-study" style of learning. Topics will include:
 - how to read effectively - how to prepare for tests
 - note-taking - study skills
 - organizing for success - time management
 This course is recommended for adult upgrading students and returning students who have been used to classroom lectures!
 Location: College Room 1 Dates: Mon & Wed, Jan 12 - March 18, 12:30 - 3 p.m.

ITALIAN, CONVERSATIONAL

8 Sessions - Maddelena Vannucci - \$35
 Be ready for that trip to Rome. Learn about Italian culture and language in this general course of conversational Italian for personal interest or travel.
 Location: M.E.S.S. Room 127 Dates: Tuesdays, Jan 27 - March 17, 7-9 p.m.



The Public Legal
 Education Society
 THE PEOPLE'S LAW SCHOOL

QUALIFIED LOCAL INSTRUCTORS ARE APPOINTED
 BY THE JUSTICE INSTITUTE FOR THE FOLLOWING
 THREE COURSES.

LAW: BUYING & SELLING A HOME

1 Session - FREE
 If you are thinking of buying or selling a home, invest two hours of your time to learn important facts about real estate. Topics for discussion will include: the role of the agent; what to look for when considering purchase; types of home ownership; interim agreements; title searching and more.
 Location: College LRC Date: Thursday, March 5, 7:30 - 9:30 p.m.

LAW: A CONSUMER'S GUIDE TO MORTGAGE RENEWAL

1 Session - Free
 Is your mortgage up for renewal soon? Here's how you can get the best deal! A short course on mortgages: types of mortgages; how interest is calculated; terms you should know; mortgage renewals and refinancing.
 Location: College Room 7 Date: Tuesday, March 10, 7:30 - 9:30 p.m.

LAW: WILLS & ESTATES

1 Session - Free
 Do you have a will? What will happen to your loved ones if you die without a will? This course will discuss how to make a will and what should be included; what happens in the event that you should die without a will; what restrictions there are on your testamentary freedom; the probate of an estate; what forms are necessary; where to take the forms and people to contact. Make things a little easier for those left behind and take this course!
 Location: College LRC Date: Thursday, Feb 5, 7:30 - 9:30 p.m.

PET GROOMING

4 Sessions - Karen Stuyter - \$20
 This short 4-evening course will include these topics:
 - grooming safety - anatomy and terminology - dental care
 - common skin diseases - breeds and clips - ear diseases - hip dysplasia
 Grooming and bathing treatments will include both dogs and cats.
 Please let us know the type of pet you have (or expect to have) when you register.
 Location: K-9 Connection Dates: Tuesdays, Feb 3 - 24, 7:30 - 9:30 p.m.



PORTUGUESE CONVERSATION

8 Sessions - Maria Raposo - \$37
An introduction to spoken Portuguese for beginners and those who have had a brief exposure to the language. Maria Raposo is a certified instructor and a native of Portugal. Great opportunity for travellers or those wishing to chat with their Portuguese neighbours.
Location: College Room 7

Dates: Mondays, Jan 26 - March 16, 7 - 9 p.m.

REFLEXOLOGY (FOOT MASSAGE)

6 Sessions - Heidi Oeste - \$20
You can relieve tension, increase circulation, energize and relax your whole system by learning to massage the correct reflex areas in the hands and feet. You'll need to bring a blanket, towel, baby powder (or cornstarch), hand lotion and Tiger Balm. Get a friend to sign up with you and double the pleasure! Mrs. Oeste is a certified reflexologist and a member of the International Institute of Reflexology. 12 hours
Location: M.E.S.S., Room 504

Dates: Mondays, Jan 19 - Feb 23, 7 - 9 p.m.

Investments

RETIREMENT PLANNING

3 Sessions - Glen Darling - \$15
Retirement planning is a lifelong process. Whether you plan to retire in one year or twenty, today's decisions will affect your post retirement years. This three evening workshop will include budgeting and investing to ensure a secure future.

Location: M.E.S.S. Room 109 Dates: Mondays, Feb 23 - March 9, 7 - 9 p.m.

INS & OUTS OF R.R.S.P.s

1 Session - Glen Darling - \$5
What is an R.R.S.P.? This lecture will examine; who can invest and when; different vehicles to use; contribution limitations; spousal RRSPs; self-administered RRSPs; rollovers and termination alternatives. Glen Darling (a local bank manager) will use practical examples to explain the ins and outs of R.R.S.P.s.

Location: College Room 2 Date: Thursday, Feb 12, 7 - 10 p.m.

SAFE CHILD CARE FOR PARENTS

STOP! Spare a minute to take this quiz!

- 1) Your child is choking on a peanut. You would _____
- 2) The most effective way to stop a nosebleed is _____
- 3) To perform CPR on a child you _____

If you can't answer these questions, please enroll in this course today! Infant/child CPR is included.

Location: College Room 6

3 Sessions - Kathi Nelson - \$10
Thursdays, Feb 5 - 19, 7:30 - 9:30 p.m.

SAFE CHILD CARE FOR PARENTS (FOLLOW-UP)

1 Session - Kathi Nelson - \$5
For all the parents who found Kathi's previous presentation helpful, here is the follow up you requested. Invest a little more time in your child's safety.

Location: College Room 6

Date: Thursday, Oct 2, 7 - 10 p.m.

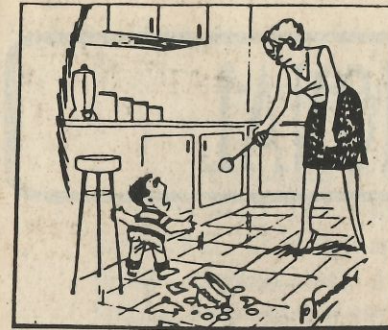
SPANISH FOR BEGINNERS

8 Sessions - Francisca Blassing - \$35 + text
8 sessions and you will be conversationally equipped to enjoy your Mexican holiday. The course will include oral and written work--taught by an experienced instructor. Mrs. Blassing is also willing to instruct an intermediate level class if numbers permit.

Location: M.E.S.S. Room 118

Dates: Thursdays, Jan 22 - March 12, 7 - 9 p.m.

IF YOU HAVE AN INTEREST -- LET US KNOW !



"Get a grip on yourself, Mom!
I'm just a child!"

S.T.E.P. - PARENT EFFECTIVENESS TRAINING

6 Sessions - Dolores McCann - \$15 + manual
S.T.E.P. offers clear and simple steps to learn to build children's competence and confidence. It teaches alternative ways to resolve daily irritations like going to bed, getting dressed, chores and homework. You'll be amazed how quickly these conflicts clear up using the S.T.E.P. approach.

Location: College Room 7

Dates: Mondays, Jan 19 - Feb 23, 7 - 9 p.m.

S.T.E.P. - TEEN PROGRAM

6 Sessions - Dolores McCann - \$15 + manual
Do you feel it is becoming more and more difficult to talk with your teenage son or daughter? Are you shouting more and enjoying it less? This discussion group will explore ways to open the communication lines, administer discipline, encourage personality development on both sides and how to tackle special challenges.

Location: College Room 7

12 hours
Dates: Mondays, March 2 - April 6, 7 - 9 p.m.

WINTER CAMPING

1 evening - Cheryl Brown - \$5
Have a positive outlook towards winter--take up winter camping and experience our beautiful outdoors. Learn about the equipment and clothing required. Let an expert suggest convenient and nutritious food for your trip and offer tips to make a camping weekend really enjoyable.

Location: M.E.S.S., Room 118

Date: Wednesday, Feb 4, 7:30 - 9:30 p.m.

WOODWORKING PROJECTS

10 Sessions - Sab Ribeiro - \$55
Spend 30 hours this winter on that project you've been thinking about, but never doing! If you have basic woodworking skills and machine safety knowledge, this course is for you! Learn design, joinery and finishing under the experienced instruction of Sab Ribiero. You bring the ideas, material costs are extra.

Location: M.E.S.S. Room 508

30 hours
Dates: Mondays, Jan 26 - March 30, 7 - 10 p.m.



Especially for Women

The following two seminars will be given by Deborah Buri and Marj Ford from Smithers. Deborah is an experienced workshop leader who has trained through the Vancouver Women's Health Collective. Marj is an employee of the federal government Mental Health Network. **REGISTER BY MARCH 9TH PLEASE.**

MENOPAUSE

1 evening - \$10 + text
Menopause is a natural transitional phase of a woman's life. Because it is a body process, the symptoms that some women experience can usually be relieved without the use of drugs or hormones. Join in this self-help and counselling session with Deborah and Marj.

Location: College LRC

Date: Monday, March 23, 7 - 9:30 p.m.

PRE-MENSTRUAL SYNDROME (PMS)

1 afternoon - \$5
This session is to be a follow-up for the participants in the two previous P.M.S. seminars. Deborah and Marj will discuss with the group the effectiveness of the suggested self-help treatments. Women who have not attended before are also welcome.

Location: College LRC

Date: Monday, March 23, 1 - 3:30 p.m.

TRADES & VOCATIONAL



AIRBRAKES

Joe Farina

\$56 (includes manual)

4 Sessions plus testing time

To prepare drivers for practical and written test on the operation and maintenance of air brakes systems for either on-highway or off-highway vehicles. Those taking off-highway exams will be required to pay the Ministry of Transportation an examination fee. 24 hours

Location: Alexander School Annex

Dates: Mondays & Wednesdays,

Feb 9 - 18, 6:30 - 10:30 p.m.

Test: Saturday, Feb 21,

between 8:30 a.m. & 3:30 p.m.

ELECTRONICS

Have you considered upgrading your skills in your "spare" time? Whether you have 4 hours a week or 15 hours, day or evening, this computer-assisted program will fit your schedule. The core program, available now in Kitimat:

< AC Electronics > < DC Electronics >
< Semiconductors > < Digital Techniques >

These modules all require 60 to 120 hours of lab, theory and testing time. Microprocessors and Electronic Circuits are offered in Terrace. Telecommunications, an 18-week specialty option leading to an Electronics Technician diploma, will be available in Terrace commencing March 30, 1987.

Requirements: Grade 12 Math/Grade 12 Physics or equivalent

Fee: \$33.50/month plus \$50 book deposit

EXECUTIVE OFFICER TRAINING - FIRE SERVICES

See yourself in the Chief's chair?

Now is the time to begin this new part-time Certificate program to prepare for that management job five years in your future. Learn management styles, organization structures and the practices of municipal government. Similar courses are currently required in many B.C. municipalities for chief and deputy chief positions. Most individual courses carry College credit in the Business division as well as towards this diploma.

Core Courses (11):

- Management 150/151
- Business English 150
- Business Computing 102
- Counselling I (HSW)
- Accounting for Managers (FBDB)
- Management Practices (OLI)
- Personnel Management (OLI)
- Labour Relations (OLI)
- Municipal Law
- Public Speaking (Toastmasters)

- Plus 3 options

Plan your spare time. If you now have a job at any level of fire services, talk to College personnel about enrolling this fall.

LONG TERM CARE AIDE/HOMEMAKER

Full-time spring program - call now to wait-list!

Jobs in the health-care field have been obtained by previous graduates of this course. Registration is limited for a full-time 14-week Spring program this year in Kitimat. You will learn the following:

- Nutrition
- Personal Assistance
- First Aid
- Body Structure/Health Needs
- Communication

The full course includes seven weeks of practical lab exercises and theory as well as a seven week practicum. Grade 10 (Level III, BTSD) is preferred, but experience will be considered.

A deposit of \$100 (refundable up to 2 weeks before start date) will put you on the list for this March-to-May program. An interview will be held with all candidates to determine their suitability. Call 632-4766 for more information.

FIRST + AID

BASIC LIFE SUPPORT - COURSE B

This course will include adult and pediatric obstructed airway modules and baby C.P.R. The greatest gift of all is life--give it.

Location: College Room 7

2 Sessions - Ilona Kenny - \$25

5 hours

Date: Monday & Wednesday, Feb 9 & 11, 7 - 9:30 p.m.

FIRST AID. BASIC

You could be a savior--of someone's life--with Basic First Aid. This course will teach you what to do in the crucial moments before qualified help can arrive. Basic First Aid covers course content equivalent to a Standard St. John Certificate. Survival First Aid certification from Worker's Compensation Board and a College transcript will be issued upon successful completion. The course material covers:

< hypothermia, heat stress & poisons > < splinting of major injuries >

< one- and two-person CPR > < Survival First Aid >

< Oxygen therapy > < recognition of head, chest and abdominal injuries >

Location: Tamitik Arena Meeting Room

6 Sessions - Ilona Kenny - \$50, includes books

Dates: Tuesdays, March 10 - April 14, 7 - 11 PM

The following two courses are in demand and we have wait listed candidates, therefore enrollment may be limited. Get in touch with us today.

FIRST AID. INDUSTRIAL: Day Course

Time to renew your ticket? Are you thinking of getting a WCB ticket for job purposes? Here is your chance! A two-week "crash" course of intensive first-aid training, leads to WCB certificate exams. This WCB course qualifies you for a Survival First Aid Certificate and CPR ticket, as well as WCB Industrial exams. Students must be 19 years of age by the end of the program, and meet all medical requirements. Fee includes text and exam fee.

Location: Tamitik Arena Meeting Room

10 full days - Ilona Kenny - \$245

60 hours

Dates: Monday - Friday, Feb 2 - 13, 9 a.m. - 4 p.m.

FIRST AID. INDUSTRIAL: Evening/Weekend Course

15 Sessions - Ilona Kenny - \$245

If you do not wish an intensive two week program, we are offering the same material over five weeks. By spending two evenings and a Saturday each week you will have the opportunity to receive or renew your Industrial First Aid Ticket. You must be 19 years of age by the end of the course and meet all medical requirements. Fee includes text and exam fee.

60 hours

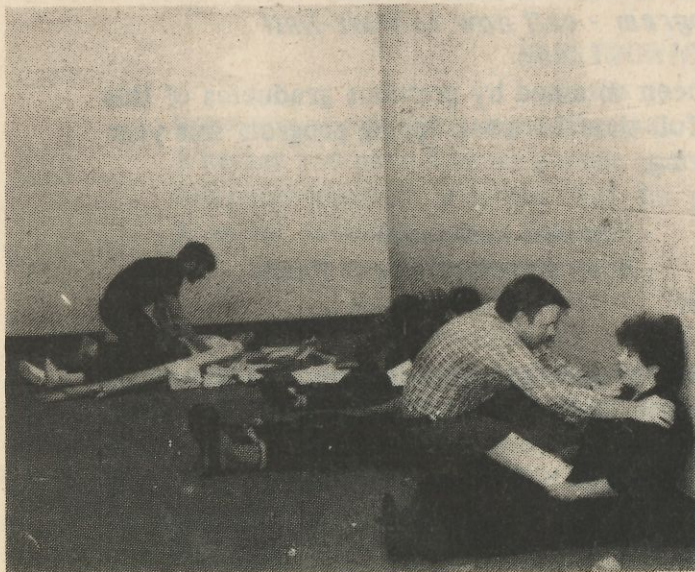
Dates: Jan 6 to Feb 7, 1987

Tuesdays & Thursdays.

Time: 7:30 to 10:30 p.m., and

Saturdays, 9 a.m. to 4 p.m.

Location: Tamitik Arena Meeting Room



POWER ENGINEERING - Tutorial

10 Sessions - Glenn Robertson - \$55 plus materials

Power Engineers require provincial certification to work, and to advance on the job. These tutorials will assist you to master the theory needed to write provincial exams.

Fourth Class Tutorial: This is the entry level in power engineering. You must have a recognized course (SAIT, VCC) plus 6 months' experience, or 12 months' experience to write certification exams. In 10 weeks, with the aid of a tutor you will cover topics included in a regular correspondence course. This is not a credit course unless the student registers through SAIT, but will assist those wanting to proceed to exams. Grade 10 level Math is required for entry students.

Third Class Tutorial: If you want to upgrade your Class IV but have some problems with the theory, this tutorial is for you. To write provincial exams, a 4th class power engineer needs 24 months experience, or 18 months plus a recognized course. Students will be assisted to cover all topics necessary to write the exam, but must register with SAIT if credit is desired.

Location: M.E.S.S. Room 109

Dates: Mondays, Feb 2 - April 6, 7 - 10 p.m.

You must register for the above tutorial by January 12th, 1987.

FUNDAMENTALS OF WELDING TECHNOLOGY

12 Sessions - Angelo Lamonato

\$100 + books

Welding Institute of Canada

This diploma program offered by the Welding Institute is for welders, supervisors and inspectors. A WIC diploma is valuable to anyone seeking certification to WCB requirements. Six modules will be offered this term (Modules 14 - 19)

- Topics include:
- Basic Concepts of Inspection
 - Inspection Methods (Surface)
 - Radiographic Inspection (Part I & II)
 - Ultrasonic Inspection (Part I & II)

This is a theory course, offered in a self-study format with class/tutorial sessions once a week. Examinations are optional and may be written at the end of term. 36 hours

Location: M.E.S.S. Room 127

Dates: Mondays, Jan 12 - March 30, 7 - 10 p.m.

HAVE YOU PRE-REGISTERED?

OTHER NORTHWEST COMMUNITY COLLEGE VOCATIONAL & TRADES PROGRAMS

Although Northwest Community College strives to take as many programs as possible to Kitimat some programs require special facilities and must be taught at only one or two locations. Northwest Community College offers a wide range of **Full-time** programs at:

Terrace
Automotive
Carpentry
Cooking
Electronics*
Heavy Duty Mechanics
Joinery
Machinist
Millwright
Welding

Prince Rupert
Marine Engine
Marine Certificate IV
Marine Navigation
Net Mending

*Electronics is available by
computer-assisted instruction
on the Kitimat Campus.

You can enter these courses at anytime throughout the year. For detailed program information, please call 632-4766 or drop in to the Kitimat Centre.

DEMAND COURSES

Northwest Community College offers a variety of short courses as need arises. Simply register your interest at the College Centre and when sufficient people have signed up you will be notified and the course will be scheduled.

Trades

Industrial Electronics
Auto/Heavy Duty Refresher
Truck Operation & Maintenance

Compressed Natural Gas
Hydraulics
Carpentry/Woodworking

Business/Industry Services

Data Processing Concepts
Supervisory Management
Small Business Accounting
Taxation

Intermediate Computing
Time Management
Computer Accounting

Act now . . . your future depends on it!

Notes

Notes

Important Information for All Students

REGISTER NOW!

FEE: Tuition varies with each course and must be paid in full at the time of registration.

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

FEE FOR DISABLED: As above, except for University Transfer and vocational courses, where full tuition applies.

REFUNDS: GENERAL CONDITIONS-- ORIGINAL RECEIPTS REQUIRED.

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

PART-TIME COURSES

1. Withdrawals before the second class of a course--100% of tuition fees less a \$10.00 administration charge.
2. Withdrawal after the second class of a course--**NO REFUND.**
3. Special registration and refund policies apply to courses labelled "NO REFUND".

ACADEMIC (P/T & F/T)

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

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

VOCATIONAL (F/T)

1. A \$10.00 "late registration" charge will be assessed to any student registering after the first class day of the month in a full-time vocational program.

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

CANCELLATION OF COURSES: Northeast 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-- January 1, April 17 & April 20.

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

CLASSES BEGIN:

ENGLISH LANGUAGE.....	week of January 5	ADULT UPGRADING.....	January 5
VOCATIONAL FULL-TIME.....	January 5	ACADEMIC.....	week of January 5
VOCATIONAL PART-TIME.....	week of January 19	COMMUNITY INTEREST.....	week of January 19

NORTHWEST COMMUNITY COLLEGE - KITIMAT

ADDRESS

606 Mountainview Square
Kitimat, BC V8C 2N2
Phone: 632-4766

HOURS

Monday to Friday:
9:00 a.m. to 4:45 p.m.
Monday to Thursday:
7:15 to 9:00 p.m.

STAFF

Lola Doering--College Secretary
Carol Larsen--Clerk
Kathryn Sotheran--Clerk

KITIMAT DIRECTOR
Margaret Ross

IN KEMANO
Arlene Auton