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NORTHWEST COMMUNITY COLLEGE
KITIMAT CAMPUS — 632-4766

Join a program offered on your Kitimat Campus

for credit or for fun.

And let us know if you have skills as an

instructor or ideas for new courses.

Thank-you to all involved at School District 80 and the Kitimat Recreation Department for your cooperation in our operation and programming.

Registration for winter courses begins **January 4th, 1988.**

Northwest Community College
606 Mountain View Square
Kitimat, BC V8C 2N2



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See page 29!

Important Information for All Students

REGISTRATION BEGINS JANUARY 4TH, 1988

REGISTRATION PROCEDURES: The College operates on a first come, first served basis.

For a free course--just phone your name in to register.

For all others--you must pay the registration fee to be guaranteed a space in the class. You may do this in person, by mail, or by sending someone for you. This is necessary because a minimum number of paid students is required before a course begins.

We keep wait lists for our most popular classes and will add your name if a class is full. As courses are scheduled, we call students, in order, from these lists.

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

SENIOR CITIZENS: If desired, seniors will be wait-listed and enter 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.

DISABLED CITIZENS: As above, except for Academic and Vocational courses, where full tuition applies.

REFUNDS--GENERAL CONDITIONS: ORIGINAL RECEIPTS ARE 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. Other refund requests 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.
4. You must return your original receipt to the office. Refunds are processed from the Terrace Campus, and are sent to your address.

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/TELECONFERENCING

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 when fees are paid late (after the first class day of the month) if the secretary was not notified in advance.
2. Refunds will be prorated to a daily amount. A \$10.00 administration fee will be charged for students withdrawing before the end of the month. This fee is not applicable to students completing their course earlier than expected.

INCOME TAX DEDUCTIONS: As of printing, tuition fees totalling over \$100.00 are tax deductible.
Please use your original fee receipts.

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

HOLIDAYS: No classes on statutory holidays--January 1, April 1 & 4, May 23, 1988.

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

\$\$ 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
at 635-6511, local 207.

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 fundraising drive to establish the College Endowment Fund. This fund will generate funds for student financial aid in perpetuity.

The Endowment Fund has grown to \$110,000 and is 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 Lopton at 635-6511, local 202.



Winter 1988
Northwest Community College



AUDIO TELECONFERENCING

***** Bringing more courses to YOUR COMMUNITY *****

- Classes begin the week of January 11, 1988
- Courses run for 15 weeks
- All Courses are 3 Credit
- Tuition is \$23 per course credit plus textbooks
- Classes include lectures, audio-visual presentations and interactive seminars
- All courses may be taken for "General Interest"

French 101-2

(To be offered in 1988-89)

This teleconferencing course will use 52 videos, French in Action and Champs-Elysees audio tapes for French music and commentary. Mobile lab available--some meetings with instructor. This will be of interest to beginners or those with training up to a grade 11 level. 3 University Transfer credits. If you are interested in such a course, please leave your name with the Campus office.

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.

REGISTRATION

Final Registration Date: January 22, 1988

Registration forms are available throughout the year at all College Centres.

If you require more information regarding
TELECONFERENCE COURSES

call the Programs Division at the TERRACE CENTRE - 635-6511.

STARTING THE WEEK OF JANUARY 11, 1988

Anthropology 102 - (Introduction to Cultural Anthropology)

Through readings, films and sharing personal experiences we will look at a broad base of social groups, including the 'Kunj, Mayun, Northcoast Indian, Inca and Chinese, to illustrate how various cultures satisfy the basic human needs of those who live by its rules. We will examine how cultures are maintained and how evolving technology has influenced these social patterns. In April we will wind up this course with a Saturday field trip to a local archeological site.

Instructor: Shannon Mark, Monday 7:00 - 10:00 p.m.

Biology 111 - (Introductory Biology I)

A continuation of Biology 110, this course examines the diversity of life, structure and function in multicellular organisms, evolution and ecology. Laboratories will be conducted on a maximum of three weekends and will include field trips. Prerequisite - Biology 110 or permission of the instructor.

Instructor: Norma Kerby, Friday 7:00 - 10:00 p.m.

Economics 201 - (Principles, Structures and Policies II)

This course will focus on the following: 1) structural problems of the Canadian economy and industrial policies and strategies, 2) the banking system, monetary policies, the balance of payments and international currency exchange rates, 3) the distribution of income and the welfare state, 4) traditional micro-economic theory (the firm, consumer behaviour, prices, output, and wages). Although it is desirable, it is not essential for students to have taken Economics 202 before enrolling in 201.

Instructor: Peter Weber, Wednesday 7:00 - 10:00 p.m.

English 102 - (Literature and Composition II)

English 102 is the second semester of the first-year university transfer course in English literature and composition. This semester emphasizes poetry and drama. Students will read a selection of poems and plays, along with explanatory material contained in unit booklets (and audio tapes) and will submit written assignments to the instructor by mail. The instructor will also lead interactive seminars for students at the College's regional centres, via the audio-teleconferencing (ATC) network. Prerequisite: English 100, 101, or equivalent, or permission of instructor.

Instructor: Ian Jordon, Saturday 9:00 a.m. - Noon

Psychology 102 - (Introductory Psychology II)

This course is a continuation of Psychology 101. Topics include; motivation and emotion; thinking and communicating; understanding human personality; assessing individual differences; understanding and managing stress; therapies for personal change; the psychology of social behaviour. Psychology 101 and 102 are prerequisites for other psychology courses at NWCC. Prerequisite: Only students with Psychology 101 or equivalent can take this course.

Instructor: Andre Klingner, Tuesday 7:00 - 10:00 p.m.

Sociology 102 - (Introduction to Sociology II)

We will examine 'everyday life' with a critical sociologist's eye and attempt to make sense of the basic concept that our behaviour is affected by social forces beyond our control. We will discuss how individuals influence, and are influenced by, the major structures of society - such as equality, social class, immigration and ethnic relations. Through readings, films and personal experience topics such as work, politics, the education system, religion, and modern family life will provide lively discussion each week.

Instructor: Shannon Mark, Thursday 7:00 - 10:00 p.m.

Early Childhood Education 213 - (Health, Safety and Nutrition in E.C.E.)

The student will learn skills in managing the health care and nutrition of infants, toddlers and special needs children. Students will develop the ability to establish and foster healthy, safe environments for young children. Prerequisite: Level 1 Training E.C.E.

Instructor: Terri Cody, Thurs. 4:00 - 6:00 p.m., plus 1 Saturday (This is a 2 Credit Course)

ONE TRADITIONAL CORRESPONDENCE COURSE IS ALSO AVAILABLE:

English 100 (Literature and Composition I) Instructor: George Stanley

English 100 is the first semester of the first-year university transfer course in English literature and composition. This semester emphasizes fiction. Students will read a selection of short stories and novels, along with explanatory material contained in unit booklets, and will submit written assignments to the instructor by mail. Prerequisite: English 12 or permission of instructor.

Adult Basic Education

Adult Basic Education can now give you a Provincial level certificate. This new certification equates 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: \$69/month full-time, \$34.50/month part-time (up to 15 hours/week)
Fees are paid monthly and are due the first class 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 January 4 to June 24.

Time: 9 AM to 4 PM, Monday to Friday

Location: College Room 7

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 Director (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.



YOU MAY ALSO UPGRADE YOUR EDUCATION WITH ONE OF THESE:

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.

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

Study at home at your own convenience and apply to write the test when you are ready. Exams are scheduled regularly by the Ministry of Education and may be written at the Kitimat Campus:
March 18 & 19, 1988

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.

English as a Second Language

ALCAN WILL PAY ENGLISH LANGUAGE FEES FOR EMPLOYEES AND MEMBERS OF THEIR FAMILIES LIVING IN THE SAME HOUSEHOLD. PLEASE BRING YOUR EMPLOYEE CARD WITH YOU WHEN YOU REGISTER.



ENGLISH FOR BEGINNERS

(Levels 1 - 4) 4 days per week - Kay Hall - \$90
Emphasis will be on oral practice of everyday English--speaking and listening skills.

Location: College Room 6

Dates: Mon - Thur, Jan 4 - Mar 24, 9 AM - 12 Noon

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 2

Dates: Mon - Thur, Jan 4 - Mar 24, 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 4 - Mar 24, 9 AM - 12 Noon

CANADIAN CITIZENSHIP

10 Sessions - Kay Hall - \$15
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. 20 hours

Location: College Room 6

Dates: Tuesdays, Jan 19 - Mar 22, 1 - 3 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
- note-taking
- organizing for success
- how to prepare for tests
- study skills
- time management

This course is recommended for adult upgrading students and returning students who have been used to classroom lectures! 50 hours

Location: College Room 1

Dates: Mon & Wed, Jan 25 - March 23, 12:30 - 3 p.m.

CLASSES BEGIN MONDAY, January 4

OPEN HOUSE: **JAN. 4,** 9:00 to 10:00 a.m. (Registration and class organization in the College library.)

REGULAR CLASSES: at 10 A.M., Following the Open House

Business and Professional

DAY PROGRAMS

BUSINESS CAREERS TRAINING--FULL OR PART-TIME

INSTRUCTOR: Ann-Marie Merkel

INSTRUCTOR AIDE: Debbie Taylor

FEES: \$69.00 per month full-time or part-time plus texts and \$25.00 refundable book deposit

TIME: 9:00 a.m. to 3:30 p.m.

DATES: Continuous intake from September to June

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



CERTIFICATE PROGRAMS

CLERK-TYPIST AND CLERK BOOKKEEPER programs are 4- to 6-month and 5- to 7-month courses (respectively), 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, Credit Management, Law, Business Mathematics and Computerized Programming. For students working towards CGA or RIA certification, the following courses will give credit on these professional programs:

Accounting 150/151
Management 252
Business Law 150/151
Business Computing 150 or Math of Finance 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 nwpm minimum) or a clerk stenographer (80 wpm shorthand and 50 wpm typing minimum). Applicants who do not have an NWCC Clerk-Typist or Clerk-Bookkeeper certificate should make an appointment with the instructor.

ADMINISTRATIVE SECRETARY--Includes the full word processing program as described below, 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.

LEGAL STENOGRAPHER--Includes courses in General Legal Typing, Litigation, Divorce/Family Law, Wills and Estates, Conveyancing, Corporate Law, Legal Dictatyping, Shorthand, Accounting, Business Machines and Vocabulary Studies. 6 months.

MEDICAL STENOGRAPHER--Includes Medical Terminology, Transcription, Medical Typing and Office Practice. 8 months to completion.

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.

WORD PROCESSING--Includes courses in Word Processing Concepts, Electronic Typewriters, Volkswriter III, Easywriter II, Wordstar and Multimate software packages, 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.

ADVANCED WORD PROCESSING--Includes courses in Hard Disk Management, Ram Resident Applications, Microsoft Windows, Wordstar 2000, Lotus 1-2-3, and Framework software packages. In addition to the above prerequisites, students must have successfully completed the Word Processing Certificate program. 4 months.

Avoid disappointment--don't delay.

EVENING/WEEKEND PROGRAMS

The following two courses are designed to allow the student to work at his/her own pace.

ACCOUNTING 101/102 17 Sessions - Debbie Diehl - \$100, plus books
This is a **CREDIT** course towards a Clerk-Bookkeeper diploma. Acct. 101 covers income statements, profit and loss, general ledgers and payroll. Acct. 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.
Location: College Room 5 **Dates:** Mondays, Jan 18 - April 25 & Thursdays, April 7 - 21

ACCOUNTING 150/151 20 Sessions - Debbie Taylor - \$112, plus books
This **CREDIT** course is an in-depth management accounting course which offers transferability to designated Accounting programs (CMA/RIA/CGA/CA).
PREREQUISITE: Acct. 102 or equivalent business experience.
Location: College Room 5 **Dates:** Tuesdays & Thursdays, Jan 19 - Mar 24, 7 - 10 p.m.

COMPUTERS: Our computer courses are in demand and we have wait-listed candidates, therefore enrollment may be limited. Get in touch with us today.

LAB TIME: Students enrolled in BCPT 102/103 OR WPRO 104 are entitled to 1 hour of practice time on the computer on Saturday mornings (lab aide in attendance). You must pre-book a time slot for 9, 10 or 11 AM by calling the office. (Lab time will be added if needed.) You are only guaranteed one hour, but are welcome to stay until the computer is actually required by someone else. Time slots are normally also available from 3:30 to 5 p.m., Monday to Friday (no lab aide).

APPLE USERS: If you own an Apple (or are thinking about it) join the Kitimat Apple Users Club and learn about the many applications available and the use of Applesoft Basic. Public domain software is also shared. Learn to utilize your computer to the fullest by joining the group. They meet on the second Tuesday of each month (7:30 p.m. at M.E.S.S., Room 104 (January to May).

BCPT 102 - Introduction to Business Computing

16 Sessions - Irma Boyd - \$110 + diskettes
Learn about the basic software programs now used in many businesses. Includes word processing with Wordstar and Easywriter II and a "spreadsheet" program used in Accounting (Lotus). This course is for beginners and for those who plan to take more advanced business computer courses, as it's a required **CREDIT** course. The material covers both theory and "hands on" computer work using an IBM-PC. In order to assure one computer per student, time is spent as follows: 1 1/2 hours each class night (7 - 8:30 or 8:30 - 10), 1 hour lab time pre-booked (see "LAB TIME" above), and 3:30 - 5 p.m. on weekdays if desired for a total of 48 hours of instructor and lab time. It is preferred that the student has taken WPRO 100. Bring a blank diskette to the first class (available from the College office).
Location: College Room 3 **Dates:** Tuesdays, Jan 19 - May 3, 7 - 10 p.m.

BCPT 103

20 Sessions - Debbie Taylor - \$270 plus texts

A hands-on computer applications course for the accounting student. The student will gain experience in setting up and maintaining company records on a microcomputer. Throughout the assigned job simulations, the emphasis will be on the importance of accurate input, careful verification of data, and maintenance of a good audit trail. **PREREQUISITE:** To register for this course, students must have completed Accounting 101 & 102, OR Accounting 150 & 151, OR have work experience in accounting and permission of the instructor. No class April 4.

Location: College Room 3

Dates: Mondays, Jan 11 - April 25 and Thursdays, March 31 - April 28, 7 - 10 p.m.

LOTUS I

3 Sessions - Dave Fowler - \$50 + diskette

Interested in integrating your business applications? The Lotus computer software package combines word processing, filing/database and an accounting spreadsheet function. This seminar will lead you step-by-step from turning on the IBM-PC to using basic Lotus program commands and applications.

Location: College Room 3

Dates: Fridays, Jan 22 - Feb 5, 7 - 10 p.m.

LOTUS II

2 Sessions - Raymond Merz - \$50 + diskette

If you have worked with a computer spreadsheet program or have taken the beginner Lotus seminar, this will interest you! This two-day program will include 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, Mar 26 & 27, 9 a.m. - 4 p.m.

LOTUS APPLICATIONS WORKSHOP

Have you been working with the Lotus program? Would you be interested in an applications workshop designed to answer your specific problems? Please call the college (632-4766) and indicate your interest. With enough students, we will set up a workshop to accommodate you.

WPRO 100: Introduction To Word Processing

5 Sessions - Carol Larsen - \$40

Study with Professor DOS and Instructor DOS at your own speed. These 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. After the first night, students will come in from 7 - 8:30 or 8:30 - 10, to work one-to-one on the computers.

Location: College Room 3

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

WPRO 104

15 Sessions - Carol Larsen - \$110 + diskettes

Learn the popular WordStar word processing system on IBM computers. Students will complete a tutorial using WordStar, followed by extensive job simulations to give "on-the-job" experience. Evening course credits are fully transferable to the Business Careers Word Processing option. In order to assure one computer per student, time in the course is spent as follows: 1 1/2 hours each class night (7 - 8:30 or 8:30 - 10), 1 hour pre-booked for Saturday mornings (9 to noon), and, if desired, 3:30 - 5 p.m. on weekdays.

Location: College Room 3

Dates: Wednesdays, Feb 3 - May 11, 7 - 10 p.m.

KEYBOARDING

HUNT AND PECK

12 Sessions - Nadia Green - \$55 + text

Masters of the one-finger method, those new to typing and typo-phobics--relax! Here's an 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 4

Dates: Wednesdays, Jan 20 - April 6, 7 - 9 p.m.

TYPING 101/102

13 Sessions - Nadia Green - \$82 + texts

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. No class April 4. 39 hours

Location: College Room 4

Dates: Mondays, Jan 18 - April 18, 7 - 10 p.m.

TYPING REFRESHER

5 Sessions - Carol Larsen - \$40

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. The class will go ahead with 9 students.

Location: College Room 4

Dates: Thursdays, Feb 25 - Mar 24, 7 - 10 p.m.

TYPING PRACTICE TIME

Typing students are invited to come in on Tuesday evenings (7 - 9:30 PM) to work on their assignments or just practice their skills. You must check in with the evening clerk and sign in and out. Students are also able to use the typewriters from 3:30 - 5 p.m. Just drop in and follow the sign-in procedures.



General Interest

ALZHEIMER'S DISEASE

1 Session - Dr. Chee Ling - Free

If you or someone you know has been diagnosed as having Alzheimer's Disease, you may find this helpful. Receive valuable health information from a qualified source as this doctor speaks and answers your questions on the symptoms of the disease and what to expect. This is provided through the BC Medical Association Speakers' Service. Please call and let us know if you plan to attend.

Location: College Room 7

Date: Tuesday, Feb 9, 7:30 p.m.

AUSTRALIA

Going to Expo '88 or just visiting Australia "someday"? What is this strange land? They have an *outback*, a *Tasmania*, weird animals--and the people talk funny and drive on the "wrong" side of the road!

If you would be interested in a presentation on this fascinating country from someone that knows it personally, let us know. We'll set something up to be held in February or March. Possible topics would be glimpses of the flora and fauna, geography, things to see & do, how to get around, what to expect, plus answers to questions of your own! Call 632-4766.

BRIDGE For Beginners

8 Sessions - Joan King - \$20

Learn the fundamentals of playing the popular game of bridge. This class is very basic--for those who have never played before. You may choose from an afternoon or evening session as follows:

Wednesdays, Jan 20 - March 9, 1:30 - 3 p.m., College Room 6

OR

As above, 7:30 - 9 p.m., (with one Thursday evening, Feb. 25 instead of 24), College Room 7

CANADIAN CITIZENSHIP

10 Sessions - Kay Hall - \$15

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 19 - Mar 22, 1 - 3 p.m.

COMMUNITY BAND



Bob Butchart & David Masini - Free

The community band offers enjoyment for anyone with an interest in music.

There are two divisions to accommodate varying skill levels:



6:30 - 7:30 p.m. - Beginners Band, with Bob Butchart

7:30 - 9:00 p.m. - Community Band, with David Masini

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

Dates: Wednesdays, Jan 6 - June 29

CONSERVATION & OUTDOOR RECREATION EDUCATION

(C.O.R.E.) Firearms Safety Training

3 Sessions - Hank Dedish - \$22

On the first two evenings, you will receive classroom instruction with hands-on training. On the third night, you'll receive actual practice in the shooting and discharge of rifles and shotguns, followed by individual testing in the safe handling of firearms. Fees are as follows: \$12 payable to the BC Federation of Shooting Sports (cash or certified cheque only), and \$10 to NWCC. There is a limit of 30 students.

NOTE: The academic portion of the CORE Program is conducted by the Open Learning Institute (OLI) as a correspondence course. This firearms portion is held in a classroom and field approach. A pass mark is required in both the theory and the firearms sections in order to be issued a Hunter Number, which is mandatory to obtain a BC Resident Hunting Licence. **All students must have written their OLI academic exam before being considered to take this part.** Applications and information for the OLI course are available at the College.

The maximum number of students is 30.

Location: College Room 7

Dates: Tue/Wed/Thur, April 12 - 14, 7 - 10 p.m.

DEFENSIVE DRIVING

4 Sessions - Don Scott - \$30 (includes books)

If you've never had a lesson, or if it's been a while, gain confidence with our defensive driving accident prevention course. If it seems that everyone else got their licences from popcorn boxes, 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

Dates: Mondays, Feb 1 - Feb 22, 7 - 9 p.m.

FLORAL ARRANGEMENT

3 Sessions - Carolyn Hazlett - \$15 plus materials

Make creative, artistic arrangements for three upcoming celebrations. On the first evening, we'll look at Valentine's Day using roses; the second, Easter with spring flowers; and third, Mother's Day with the traditional carnation--as well as other alternatives. The cost of materials used will be extra.

Location: Unique's Flower Shop

Dates: Wednesday, Jan 27 - Feb 3, 7:30 - 9:30 p.m.

GARDENING

3 hours each - Ferd Wuensche - \$7/session

Are you a beginning gardener? Or experienced, but frustrated with the growing problems in our North Coast area? Ferd is a local and successful expert on all aspects of gardening in our area and will offer the following two informative sessions. If you have specific suggestions or questions on any type of gardening (e.g. propagation of indoor plants?), hand them in when registering and Ferd will address them for you.

Location: College Room 6

Gardening I: Monday, Feb 15, 7 - 10 p.m.

- preparation of the outdoor or greenhouse vegetable garden, shrubs & fruit trees and how to prepare them for the growing season, pruning, starting your transplants

Gardening II: Monday, Feb 22, 7 - 10 p.m.

- vegetable gardening, greenhouses, fruit trees, annuals, perennials, mulch & compost, transplanting

Do you have an idea for a course? Let us know!

HAIR CARE 6 Sessions - Sandra Mattern - \$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.) 18 hours
Location: The Hair Force **Dates:** Tuesdays, Feb 23 - March 29, 7 - 10 p.m.

HAIR CUTS FOR KIDS 3 Sessions - Sandra Mattern - \$15
 Learn the skills required to give your child a basic hair cut. The first evening will be demonstration, the second, bring your own model (over seven years of age, please) and you'll be guided through a cut. The third night, bring a new model, and you'll be doing a complete hair cut. If you have scissors, bring them--if not, you may purchase them from the instructor.
Location: The Hair Force **Dates:** Monday, Tuesday & Wednesday, April 11 - 13, 7 - 9 p.m.

INCOME TAX - Preparing Your Tax Return 1 Session - Carlyle Shepherd - \$2
 A two-hour seminar to give you an overview of the 1987 tax return form. General information will be provided on the proper completion of forms and submission of documents. Limited registration.
Location: College Room 7 **Date:** Tuesday, Feb 16, 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! 50 hours
Location: College Room 1 **Dates:** Mon & Wed, Jan 25 - March 23, 12:30 - 3 p.m.



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

LAW: BUYING & OPERATING A SMALL BOAT 1 Session - TBA - Free
 What to know before you buy; your legal rights & responsibilities when purchasing and operating a boat under 20 tons, including mortgages & financing; checking for liens & encumbrances; using the services of a marine surveyor; warranty protection; and marine insurance.
Location: College Room 7 **Date:** Thursday, March 10, 7:30 - 9:30 p.m.

LAW: WILLS & ESTATES 1 Session - Rick Wozney - Free
 Do you have 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 who to contact. Make things a little easier for those left behind and take this course!
Location: College Room 7 **Date:** Tuesday, Feb 23, 7:30 - 9:30 p.m.

Basic MASSAGE 2 Sessions - Roger Carling-Kelly - \$25 each or \$45/couple
 Here's an opportunity to learn basic massage techniques from a trained professional--a Registered Massage Therapist from Northwest Massage Therapy in Terrace. He is presenting this seminar designed to give hands-on experience. Participants are asked to come prepared by wearing a bathing suit or shorts under their clothing, so backs, arms and legs can be exposed. Bring a paying partner, and a blanket, sheet & pillow. Oil will be supplied. **Register by Jan. 15!**
Location: M.E.S.S. Cafeteria **Dates:** Thursdays, Jan 21 & 28, 7:30 - 10 p.m.

PRENATAL CLASSES 6 or 7 sessions - \$20
 These classes are being offered in place of the traditional classes held at the Kitimat Skeena Health Unit. Instructors are R.N.s, physios, La Leche League, Lamaze, and other community representatives. To register, contact the Kitimat Child Development Centre at 632-3144.
Location: Kit. General Hospital Lounge **Dates:** Mondays, beginning Jan 11, 7 - 9 p.m.

CHILDBIRTH OPTIONS 6 two-hour sessions - \$20/couple
 This is open to anybody, but designed especially for women with previous difficult births and women planning VBAC (Vaginal Birth After Caesarean). It includes topics such as medications, complications, medical procedures and relaxation. Current medical research is available on many topics. The instructor is the BC Coordinator for ICEA (International Childbirth Education Association) and is currently working towards ICEA certification in Childbirth Education. The place and time will be announced at a later date. For more information, please call Mary Thomson at 632-6872.

REFLEXIOLOGY (Hand and 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, hand lotion and Tiger Balm (available at drug stores). 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. Drama Room **Dates:** Wednesdays, April 13 - May 18, 7 - 9 p.m.

Understanding RETIREMENT SAVINGS PLANS 1 Evening - Glen Darling - \$8
 This session will help you understand the advantages of RSPs, prepare for your retirement and save current earnings. By spending 3 hours of your time now, you can be aware of the changes which affect your contributions and be prepared for "Tax Time".
Location: College Room 6 **Dates:** Thursday, Jan 28, 7 - 10 p.m.

The Art of ROD BUILDING: How to Design and Build Your Own Fishing Rod 6 Sessions - Tom Logan - \$20 plus materials
 Catch the big one--with your own rod! The first session will be an overview of the different types of fishing rods, their design and construction. Students will choose the rod they wish to build. Material costs are extra and will depend on the student's preferences. The classes will involve the general concepts, step-by-step, of fishing rod design, emphasizing the creative side of the work. All types will be covered--fly, spinning, casting & trolling. **Register by Jan. 20!** (If you'd like more specific information, call Tom at 639-9428.)
Location: College Room 7 **Dates:** Jan 28 - March 3, 7 - 9 p.m.

SAFE CHILD CARE FOR PARENTS

Are you confident that you know what to do if your child is choking on a peanut? how to effectively stop a nosebleed? perform CPR on a child? If you're not absolutely sure, enroll in this course today! Infant/child CPR is included.

Location: College Room 6

3 Sessions - Kathi Nelson - \$10
Thursdays, March 3 - 17, 7:30 - 9:30 p.m.

SEWING JEANS

Are you unable to buy jeans and corduroy pants to fit yourself or your children at a reasonable price? Learn how to make them with the designer look and the exact fit. You should have basic sewing skills and access to a sewing machine between classes. An information sheet is available at the College. **Register by Jan. 22** to allow time to order patterns and purchase fabric.

Location: College Room 7

6 Sessions - Joan Smith - \$25, plus pattern & fabric
Dates: Mondays, Feb 15 - March 21, 7:30 - 9:30 p.m.

THINKING & SPEAKING ON YOUR FEET

Does speaking to a large group or stating your opinion at a meeting make you nervous? Are you worried about your ability to speak and get your ideas across at work or in your club? Participants in this course will build skills for thinking and speaking both clearly and effectively with the emphasis on speaking to a time limit. Exercises, short presentations and videotape feedback are used in this "learn by doing" course. If you have a special speech to give in the future, bring it along for assistance and evaluation.

You must register by January 15th!

Location: College Room 6

8 Sessions - Mike Baxter - \$35
Dates: Mondays, Jan 25 - March 14, 7:30 - 9:30 p.m.

S.T.E.P. (Systematic Training for Effective Parenting)

S.T.E.P. offers clear & simple steps to learn to build childrens' competence and confidence. It teaches alternative ways to resolve daily irritations like going to bed, getting dressed, chores and homework. You'll be amazed at how quickly these conflicts clear up using "S.T.E.P.". Please call us if you're interested in this program. It will be scheduled when enough interest is shown.

\$15 + manual

S.T.E.P. - TEEN PROGRAM

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

6 Sessions - Heather Armstrong - \$15 + manual
12 hours
Dates: Wednesdays, Jan 27 - March 2, 7 - 9 p.m.

VIDEO CAMERA - USING IT EFFECTIVELY

Learn how to get the most from your video camera. This course will include equipment maintenance and cover many of the techniques and skills needed to make good home movies. Students may bring their own cameras if they wish.

Location: College Room 7

Date: Saturday, March 19, 1 - 5 p.m.

WOODWORKING PROJECTS

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 Ribeiro. You bring the ideas--material costs are extra. At this fee, only 6 students are required.

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

10 Sessions - Sab Ribeiro - \$100
Dates: Mondays, Jan 25 - March 28, 7 - 10 p.m.

Art

CALLIGRAPHY

You, too, can have beautiful handwriting. Learn basic skills in Italics, Gothic and Uncial script and how to creating elegant-looking invitations, menus, and cards. Add a touch of class to your penmanship! You'll need a **Schaeffer** calligraphy pen and paper. We would like to schedule dates for both a beginners and intermediate class if there's enough interest, (possibly starting in April), so please call us with your name.

6 Sessions - approx. \$20 to 30

SKETCHING

Landscape sketching using charcoal, pencil, pen & ink, chalk pastels, graphite, watercolour brushes and different techniques using stencils, washes, smudging, and mixed media. Bring your own supplies in the medium you'd like (and paper) to use on the first day, work on your project during the week, and at the second session, finish your work and receive critique.

Location: College Room 2

2 Sessions - Diane Letourneau - \$20
Dates: Saturdays, Feb 6 & 13, 1 - 5 p.m.

WATERCOLOUR PAINTING



Due to popular interest, Des Edwards has lengthened his weekend workshop. This is for both beginner and intermediate painters and will cover a number of techniques and methods used in painting.

Date: Jan 20 - March 23, Wednesdays, 7 to 10 p.m.

10 Sessions - Des Edwards - \$50

Location: College Room 2

EMILY CARR COLLEGE OF ART & DESIGN OUTREACH WORKSHOPS:

New Aiyansh:

TOOL MAKING

George Rammell, \$45.00 + supplies

March 12 & 13

Smithers:

PAINTING, Watercolour

Jim Willer, \$45.00

March 5 & 6

Prince Rupert:

CERAMICS

Walter Dexter, \$45.00

March 19 & 20

Terrace:

PAINTING (Mixed Media)

Brian Scott, \$45.00

March 12 & 13

In Kitimat: PAINTING (Mixed Media)

Charlene, of West Vancouver, has had a varied background as a teacher of painting and drawing, at all levels from elementary school through university and for general community programs. Her work has been seen in solo and group exhibitions in BC, Alberta and Ontario. This versatile artist can offer a fresh perspective to all artists' presentations.

As an artist and art educator, Charlene is particularly concerned with reaching the retired and unemployed to encourage their participation in creative work and through such work experience a feeling of personal satisfaction and joy during difficult times.

You must register by March 3rd!

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

1 Weekend - Charlene Tatham Gavel - \$45

Dates: March 18, 19 & 20 (Fri, 7 - 11 p.m., Sat, 9 - 6 & Sun, 9 - 1)

Languages

ESPERANTO 10 Sessions - Maria Raposo - \$40
 This course will be a continuation from the fall program. Learn the international language of Esperanto. It is simple, flexible, musical and a solution to the problem of universal mutual misunderstanding. Lernu la internacian lingvon Esperanto!
Location: College Room 2 **Dates:** Mondays, Jan 25 - March 28, 7 - 9 p.m.

FRENCH, BEGINNER 8 Sessions - Shauna Monaghan - \$35
 A conversational approach to our "other" official language. The instructor was raised in Quebec and in a relaxed atmosphere, will try to make classes enjoyable--and you bilingual!
Location: M.E.S.S. Room 133 **Dates:** Tuesdays, Jan 26 - March 15, 7 - 9 p.m.

GERMAN, Beginner/Intermediate 8 Sessions - Barb Notheis - \$35
 A class designed for those who have an introductory knowledge of the German language. The instructor will start from scratch, but move on fairly quickly. The emphasis will be placed on conversation--correct pronunciation, grammar, reading and writing will be included.
Location: M.E.S.S. Room 129 **Dates:** Tuesdays, Jan 26 - March 15, 7 - 9 p.m.

PORTUGUESE CONVERSATION 10 Sessions - Maria Raposo - \$35
 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 5 **Dates:** Wednesdays, Jan 27 - March 30, 7 - 9 p.m.

RUSSIAN, Introductory 8 Sessions - Elaine Krickan - \$35
 Students will learn to read and write the alphabet, pronounce words and simple phrases, the numbers from 1 - 20. There will be some basic grammar such as the use of personal and possessive pronouns, gender, the present tense of various verbs. Conversation exercises will be a part of each session.
Location: M.E.S.S. Room 118 **Dates:** Wednesdays, Feb 3 - March 23, 7:30 - 9:30 p.m.

RUSSIAN, Intermediate 8 Sessions - Elaine Krickan - \$35
 This is a continuation of the Introductory Russian course: building vocabulary, grammar, conversation skills. Readings from Russian and Soviet authors will also take place.
Location: College Room 2 **Dates:** Thursdays, Feb 4 - March 24, 7:30 - 9:30 p.m.

SPANISH FOR BEGINNERS 8 Sessions - Francisca Blassing - \$35 + text
 Attend and you will be conversationally equipped to enjoy your Mexican holiday. The course will include oral and written work--taught by an experienced instructor.
 (There will be an **intermediate level** class if numbers permit. Call the college to give your name.)
Location: M.E.S.S. Room 118 **Dates:** Tuesdays, Jan 5 - Feb 23, 7 - 9 p.m.

Trades and Vocational

AIRBRAKES 6 Sessions plus testing time - Joe Farina - \$100 (includes manual)
 To prepare drivers for practical and written tests 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.
Location: Upper Level City Centre Mall **Time:** 6:30 - 9:30 p.m.
Dates: Monday/Tuesday/Wednesday, Feb 8 - 17 **Testing day:** Saturday, Feb 20, 9 - 4

ELECTRONIC IGNITION & FUEL INJECTION
 We would like to again offer this two-weekend course with Ben Watson of Bellevue, Washington. This is an excellent opportunity for local automotive technicians to learn the repair procedures for the newest technology. The course fee is approximately \$230 and a certificate is issued. A minimum of 18 students is required. Please call 632-4766 to register your interest, and classes will be scheduled when enough interest is shown.

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, includes:

- AC Electronics
- DC Electronics
- Semiconductors
- Digital Techniques
- Microprocessors
- Electronic Circuits

These modules all require 60 to 180 hours of lab, theory and testing time. Following the completion of the core program, the student may opt to take a specialty option in Terrace. These specialties will be offered as and when demanded.

Fee: \$34.50/month plus \$50 book deposit

Location: College LRC

GROUND FLIGHT SCHOOL 13 Sessions - Alistair Beaton - \$160
 This course is preparation for sitting the Ministry of Transport exams required for a private and a commercial pilot's licence. The program includes navigation, air frames, engines, aviation, weather, the theory of flight and some introductory radio navigation. The purchase of additional training manuals is desirable, but not required.
Location: M.E.S.S. Room 109 **Dates:** Wednesdays, Jan 20 - April 13, 7 - 10 p.m.

TRADES MATH - MECHANICAL COMPREHENSION - PHYSICS

If you're interested in one or more of these three courses in preparation for an apprenticeship or for other reasons, please let us know. Classes may be scheduled in the spring.

Lifelong Learning is for Everyone!

COMMERCIAL VEHICLE INSPECTION CERTIFICATION

The following is offered in conjunction with the Motor Vehicle Branch. In future, successful completion of this course and a provincial exam will be required of a person before he/she can be authorized by the Superintendent of Motor Vehicles to inspect commercial vehicles.

Qualifications: Student must be a holder of a BC Certificate of Qualification in one of the following: Automobile Mechanical Repair; Commercial Transport Vehicle Mechanical Repair; Heavy Duty Mechanic Repair.

Note: The deadline for all persons currently authorized by the Superintendent to inspect vehicles to complete a course and pass the examination is May 1, 1988.

The course consists of two parts, Administrative Procedures and Practical.

Administrative Procedures: Motor Vehicle Act, Motor Vehicle Act Regulations, Commercial Vehicle Inspection Program (vehicles, facilities, inspectors, inspections, decals, repairs to vehicles, maintenance, enforcement, MVD-Appointed Agents, Motor Vehicle Licence Officer), Commercial Vehicle Inspection Manual, Commercial Vehicle Inspection Forms.

Practical: Steering Mechanism, Tie Rod Ends, King Pins, Front Wheel Bearings, Steering Lash, Brake Adjustment, Brake Lining Thickness, Brake Hoses, Drum/Disc Wear, Headlamp Adjustment, Trailer Attachment Wear, Tire Wear.

Upon passing the final exam, students will receive a Course Completion Card, similar to that used for the Driver Licensing Programs' air brake training, issued by the College. This card signifies that the student has met the minimum entrance qualifications, has attended all of the classes, and has demonstrated his/her mechanical abilities to diagnose defects in accordance with the (Safety and Repair) Inspection Standards. The student will then present the card to any Motor Licence Office and write an "Administrative" exam which requires an 80% pass mark. The student, if successful, will then be issued a certificate by the Superintendent of Motor Vehicles, authorizing him/her to examine vehicles pursuant to Section 215.1 of the Motor Vehicle Act.

The course will be offered in Kitimat as follows, if a minimum of 15 students is available:

Dates & Times: Feb 22 - 26, days or evenings, as demand warrants (30 hours total)

Fee: \$150.00

Instructor: Dave Dams

Please call 632-4766 as soon as possible to register your interest.



Business and Industry

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 or call the instructor, Rainer Giannelia, at 635-6511, local 225.

WELDING: Interprovincial Trade Qualification (T.Q.) Certification (Red Seal) Journeyman Upgrading

Course Content: Program introduction & safe working practices; Oxy-fuel gas cutting; Oxy-acetylene welding, brazing, & braze welding; Shielded metal arc welding (SMAW); air carbon-arc cutting & gouging (AAC); Gas metal arc welding (GMAW); Flux core arc welding (FCAW); Gas tungsten arc welding (GTAW); Material Handling; Blueprint reading & mathematics; Welding Metallurgy I. The interprovincial exam will be written on the last day of training.

Eligibility for Examination (BC Registered Welders): Holders of the BC Registered Welder status of Level A or B are eligible to apply for the exam provided that they can document at least four years of welding experience. Applications for the examination should be accompanied by a copy of their log book pages containing the appropriate information. Registered Apprentices who successfully complete the final in-school exam of their A level training will be eligible to write the exam. **(Out-of-Province Welders):** The holder of a Certificate of Apprenticeship or Qualification in the Welding trade, issued by any other Province or Territory of Canada may apply to write the exam in BC. The candidate must complete the application form and provide a copy of their out-of-province certification. Confirmation of eligibility must be obtained from the originating Province or Territory before the application can be approved.

Note: There is no charge for writing the Interprovincial Examination. However, a person who applies to write on the basis of an out-of-province qualification is required to pay a fee to receive the Registered Welder Certificate. The fee is \$30.00. Not only is the fee required, but also a completed application for BC Registered Welder status, and 2 passport-sized photographs.

Dates & Times: January 19 - March 24, 1988, Tuesdays & Thursdays, 7 - 10 p.m.

Fee: \$100, plus \$50 textbook deposit

Instructor: Joe Slanina

This course will be offered again in the spring if interest is high. Registration deadline is **January 13!** For more information, contact Peter Haigh at 635-6511, local 290 (Terrace Campus).

LONG TERM CARE AIDE/HOMEMAKER PROGRAM (Terrace)

This combined 14-week program prepares a graduate to function under supervision as a Long Term Care Aide in a personal, intermediate or extended care facility, and as a Homemaker in a client's private home. He or she will be competent & confident in performing specified skills and who will have the background knowledge of an "informed consumer". The course outline (Provincial Government Curriculum) is organized into seven major competency groups or tracks which are:

Track	Theory
E	Orientation to health field
D	Communications
G	Body Structure/Function - Basic Needs & Mental Health
C	Personal Assistance
A	Nutrition
F	Emergencies (SOFA)
B	A Safe & Clean Environment

The above theory is combined with labs and exams for seven weeks followed by a seven week practicum. This is organized with the local Homemaker Agency for 2 weeks and with an Intermediate or Extended Care facility for five weeks. Upon successful completion of the program graduates will receive a Long Term Care Aide/Homemaker Certificate which is recognized by all Health Care agencies in the province.

Admission Requirements

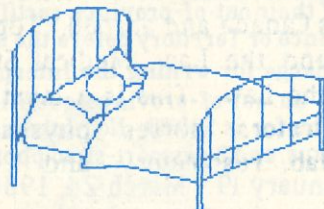
1. Have completed Grade 10, ABE Intermediate, or its equivalent.
2. Reflect the desire and interest to work with people of varying ages and from various cultural backgrounds.
3. Submit a medical examination and immunization report prior to final acceptance.
4. Interview.
5. Supply own uniform.

Location: Northwest Community College, Terrace

Dates: September 1988 to December 1988

Applications are now being accepted for this program. For more information please contact:

Health Programs
Northwest Community College
5331 McConnell Avenue
Terrace, BC V8G 4C2
635-6511, local 325



We keep brochures from many other colleges and universities on hand for your reference.

The workshops below have been proposed for the Winter/Spring of 1988. For further information call Health Programs, 635-6511, local 325.

Native Culture and Health (Kitimat, Smithers, Hazelton, Terrace & Prince Rupert) - a 1-day workshop for all care givers on how native culture views health, illness, and social issues so that we may provide better care through cultural understanding.

Bereavement (Hazelton & Terrace) - 1-day workshop presented by the S.A.F.E.R. organization for professional care givers on how to deal and assist with the process of bereavement

Suicide (Smithers & Prince Rupert) - 1-day workshop presented by S.A.F.E.R. on prevention and intervention methods for the health professional working with suicide

Advanced Pediatric Trauma and the Acutely Ill Child (Kitimat) 2-day seminar by Gina Dingwall, R.N. of Douglas College for nurses in emergency and pediatric wards addresses trauma assessment of the child, interventions specific to pediatric trauma, and clinical manifestations & therapeutic interventions with regards to G.I. disorders, seizures, respiratory distress, etc.

Malpractice and the Law (Terrace) 2-day seminar by Lorne Elkin Rozovsky, Q.C., who works exclusively in the health law field advising health professionals, associations, and institutions across Canada and abroad. Topics: Patient Records and the Law, Medical Staff, Malpractice and the Law. This is a must for hospital administrators, nurses, physicians, health records, lab, respiratory, and X-ray personnel.

NORTHWEST NURSING PROGRAM

Today's registered nurse assists people in meeting health needs in collaboration with other members of the health care team including dietitians, occupational therapists, pharmacists, physicians, physiotherapists and social workers. Demands made upon nursing professionals range from providing information on health concerns to promoting proper health care, preventing disease, providing restorative care and emotional support. Although it is a high-stress profession both men and women find general nursing a rewarding career.

The Northwest Nursing Program is a professional nursing transfer program. Students take the first year of the BCIT General Nursing Program at NWCC. Upon successful completion of the first year, the student transfers to BCIT, Burnaby, to complete course work in the General Nursing Program. Upon graduation, students will receive a diploma in nursing from BCIT making them eligible to write registration exams for the Registered Nurses Association of BC. Students would also be eligible for the UBC and UVIC Baccalaureate Nursing Degree Programs should they wish to continue their nursing education. For those students who would like to undertake the 1st year program on more of a part time basis--this option is available by taking the Nursing Support Courses in the Fall and Winter Terms and then making application for the General Nursing Course for the following year. These same nursing support courses are also available by correspondence through the BCIT Certificate of Credit in Nursing Program. This program is open to all persons having the necessary prerequisites. Academic upgrading is available through the NWCC Adult Basic Education Department.

Applications are now being accepted for admission into the August 1988 class. Class size is limited. For details on admission requirements or other information, call Health Programs, NWCC, Terrace, 635-6511, local 325.

First Aid

FIRST AID, INDUSTRIAL: Day Course

10 full days (60 hours) - Ilona Kenny - \$270

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: Upper Level, City Center Mall **Dates:** Mon to Fri, Jan 25 - Feb 5, 9 a.m. - 4 p.m.

FIRST AID, BASIC

6 Sessions - Ilona Kenny - \$72

You could save someone's life with Basic First Aid. Learn what to do in the crucial moments before qualified help arrives. Basic First Aid covers course content equivalent to a Standard St. John Certificate. Survival First Aid certification from Worker's Compensation Board, a CPR Certificate, and a College transcript will be issued upon successful completion. The course material covers: hypothermia, heat stress, poisons, Survival First Aid, one-and two-person CPR, splinting of major injuries, oxygen therapy, recognition of head, chest and abdominal injuries.

Location: Upper Level, City Center Mall **Dates:** Tuesdays, Feb 2 - Mar 8, 6 - 10 p.m.



FIRST AID, SURVIVAL

1 Session - Ilona Kenny - \$40

This is a WCB-certified course in which you will learn the basics necessary to save a life, including CPR.

Location: Upper Level, City Center Mall **Date:** Sat, Jan 30, 8 a.m. - 12 noon & 1 - 5 p.m.

BASIC LIFE SUPPORT - COURSE B

1 Session - Ilona Kenny - \$35

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: Upper Level, City Center Mall **Date:** Sat, Feb 20, 9 a.m. - 12 & 1 - 4 p.m.

SAFE CHILD CARE FOR PARENTS

3 Sessions - Kathi Nelson - \$10

Are you confident that you know what to do if your child is choking on a peanut? how to effectively stop a nosebleed? perform CPR on a child? If you're not absolutely sure, enroll in this course today! Infant/child CPR is included.

Location: College Room 6 **Thursdays, March 3 - 17, 7:30 - 9:30 p.m.**

HOW WELL ARE WE DOING?

In January and February, Northwest Community College staff will be inviting you to participate in a process known as a self-study. The College wants to analyze the educational resources and effectiveness of its operation and particularly to seek input from individuals, groups, communities, agencies, business, labour and government.

You are cordially invited to participate in this process by providing us with answers to such questions as:

- Is the College successfully doing what it says it will do?
- Are there additional programs/services we should be offering?
- Are there programs/services which no longer suit the educational needs of the region the College serves?
- Is the College accurately assessing needs?
- How well do we present our programs and services?
- Are programs/services decentralized (from Terrace) enough?
- Should we be held more accountable for what we do?
- Do we relate well to the communities we serve?

Public forums will be held during the first 2 weeks of February in Masset, Queen Charlotte City, Prince Rupert, Terrace, Kitimat, New Aiyansh, Hazelton, Smithers, Houston and Stewart, so watch for announcements in your area as to specific locations, dates and times. The College will be seeking as much constructive public input as possible. This is your opportunity to let us know what you think of Northwest Community College. We hope any criticisms will be constructively presented and plaudits/successes will, likewise, be gratefully received.

Watch for media coverage of the College during January when the College will be featured on both radio and T.V. as a precursor to the public forums. Anyone wishing to submit written briefs on the above questions, or any aspect of the College's operation can also do so by forwarding them to Ian Thomas, Executive Director of Regional Education Services and College Planning at the College in Terrace or, briefs can be dropped off at your nearest College office.

WE WANT TO KNOW!

NOTES

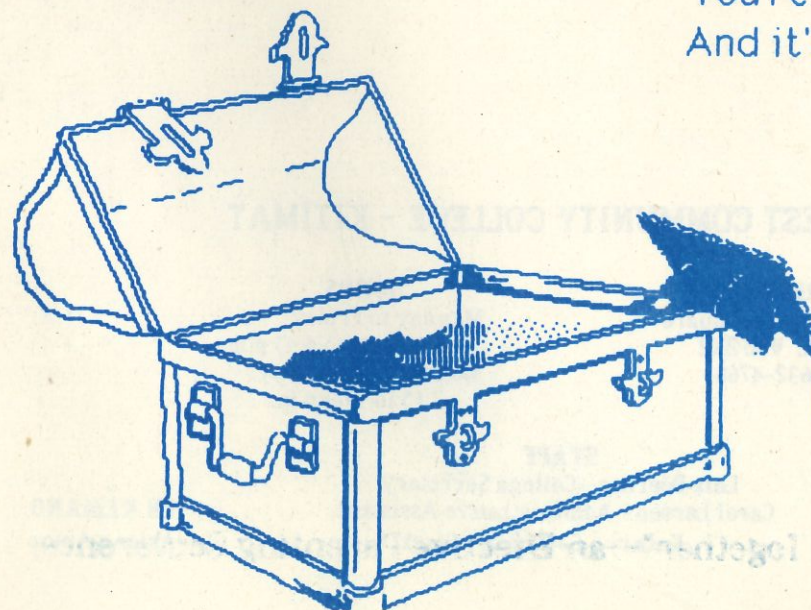
HOW WILL WE DO THIS?

Watch for "Working Together"--an Effective Parenting Conference.

A Treasured Gift

Those who learn
Open new doors.
Those who cease;
Build a cage.
Those who continue,
Have a key--
To their dreams.
Those who don't--
Crumble.
Education is a gift;
Not a threat.
Use it.
Don't throw it away--
Take advantage of it;
But be thankful.
It assists you
In all aspects
Of life.
Depend on it.
It won't throw you away,
It is always there.
You're never too old--
And it's never too late.

... Coralee Larsen



Northwest Community College 1987 - 1988 Board Membership

Kitimat:

Joanne Monaghan
Hans Wagner

Nass Camp:

Marj Spisak

Prince Rupert:

Bill Smith

Sandspit:

Duane Gould

Smithers:

Terry Bennett

Terrace:

Judy Jephson
John Morgan
John Pousette

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--Administrative Assistant
Kathryn Sotheran--Clerk

KITIMAT DIRECTOR

Clive Hall

IN KEMANO

Arlene Auton