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WINTER / SPRING 2002 CONTINUING EDUCATION



SMITHERS CAMPUS

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Smithers, BC

Skills for Jobs

Medical Terminology

This course studies the prefixes, suffixes, and roots which combine together to form the language of medicine. The course is organized according to the various body systems. The relevant vocabulary for each system is studied, together with basic anatomy, and major disease conditions. There will be practice in reading, speaking, and hearing the terms in their proper context.

Students will be expected to obtain the use of *Taber's Cyclopedic Medical Dictionary* for the duration of the course. Limited numbers of this Dictionary will be available for re-sale through the college bookstore if necessary.

Length: 25 hours

Cost: \$180.00 plus Dictionary

Time: 6:30 pm – 9:00 pm

Dates: Wednesdays, January 23 – March 27, 2002

Instructor: Anne Pickard, CCHRA(C), PID

Foodsafe

The Foodsafe program has been developed by the Ministry of Health in response to concerns about the growing incidence of food-borne illnesses in the commercial, industrial and institutional food service setting. It is designed to provide a high level of sanitation training for workers in the food service industry as well as valuable information for homemakers. Topics covered include food-borne pathogens, hygiene, safe serving and dispensing techniques, and proper clean up methods. It is a requirement for certification that all hours be attended.

Length: 9 hours

Cost: \$80.00

Times: 6:30 pm – 9:30 pm

Date: Monday – Wednesday, April 22 – 24, 2002

Instructor: Karen Wilson

Traffic Control Flagging

This certification is for those monitoring, controlling and directing traffic in and around road maintenance and construction areas. Individuals who successfully complete this course will receive wallet card certificates valid for two years. Note: Occupational First Aid Level 1 certificate is recommended prior to taking this course.

Length: 16 Hours

Cost: \$160.00 plus text

Time: Saturday & Sunday, 8:00 am – 5:00 pm

Date: April 20 and 21, 2002

Instructor: Sandy Bohleber

Traffic Control Flagging - Refresher

This 4 hour refresher course is for those who hold a Northwest Community College or Northern Lights College Flagging Certificate with an expiry date no earlier than March 2001. Participants will be updated with new flagging requirements, discuss difficulties with previous flagging experiences and practice classroom flagging for positioning procedures. Upon successful completion of the verbal quiz and written exam participants will receive a 2 year certificate.

Length: 4 Hours

Cost: \$70.00

Time: Friday, 8:00 am – 12:00 pm

Date: April 19, 2002

Instructor: Sandy Bohleber

SuperHost

Get the best from your employees so you can increase business. It's been proven that courtesy, helpfulness, and excellent service is what keeps the customer coming back. Did you know that only 1 concerned customer can cost you as many as 270 customers? Find out why and how to prevent it by sending your frontline staff to "Superhost Training" customized for retail, restaurant, and service oriented businesses.

Length: 7 hours

Cost: \$80.00

Time: 9:00 am – 4:00 pm

Date: Monday, May 6, 2002

Instructor: Kym Putnam

Airbrakes

This course prepares drivers for a written and practical test on the operation and maintenance of airbrake systems for either on-highway or off-highway vehicles. Participants will be given proof of course attendance and practical examination by the instructor. The Motor Vehicle Branch written test must be taken within 30 days of course completion. Successful completion will result in the addition of an air brakes endorsement to your driver's license.

Participants must have a valid driver's license at the time of the course. NOTE: Although there is no age restriction to obtain an airbrake endorsement, individuals must be at least 16 years of age to obtain a Class 5 license, 18 to obtain a Class 3 license and 19 to obtain Class 1 or 4 licenses.

Length: 28 hours

Cost: \$200.00

Times: Monday to Friday 6:30 PM – 10:30 PM

Saturday, 8:00 am – 5:00 pm

Dates: February 25 – March 2, 2002

May 6 – May 11, 2002

Instructor: Judy Daye

Employment Services

Have you been looking for work with no success? Do you need training to help you get a job? If you have received Employment Insurance in the last 3 years or Maternity/Parental Benefits in the last 5 years, you may be eligible for financial assistance, from Human Resources Development Canada, to get the training you need.

We at Community Futures Development Corporation of Nadina are here to help you get the job you want. Employment Counsellors can assist you with resume writing, interview skills, career exploration and your job search. We also provide assistance with applications to HRDC for financial assistance.

For further information, call to make an appointment with Cathryn or Josephine at (250) 847-1389.



Next Steps

Refocus, Retrain & Re-Enter

A workforce transition program that will build knowledge and skills for the new economy

The Next Steps program is designed to build knowledge, skills and comfort in the new technology based economy. It will also take the participant through the process of identifying jobs within the new technology economy and where to access additional training to become employed in those new industries.

The program will consist of nine modules and will also provide individualized upgrading options for up to 24 participants. The training modules are:

1. Individual Assessment – learner will develop an inventory of personal strengths and barriers
2. Communications Skills – Participants will become aware of, and refine a variety of communication skills: written, oral and electronic
3. Personal Development – Develop personal management skills
4. Information Technology – Learners will be proficient with various forms of technology including computers, utilizing popular operating platforms, Internet, phone, fax, voicemail and email.
5. Employment Option – Become aware of how standard and non-standard employment opportunities relate to their specific situations including understanding the new economy and the benefits of technology.
6. Self-Employment Option – Explore self-employment as an alternative to standard employment and gain an understanding of small business benefits and basics.
7. Job Search Skills – Develop and refine skills, which result in an effective job search strategy.
8. Career Exploration – Set a realistic employment/career plan with clearly stated and achievable preliminary and intermediate goals
9. Practicum – Have a practical exposure to the environment of a workplace of interest.

The goal of the program is to have participants leave the program with:

- ◇ New skills in technology with added awareness of the role of technology in the changing regional work force
- ◇ Permanent employment from practicum placement.
- ◇ Training action plan outlining upgrading and certificate training goals.
- ◇ Commitment to complete a lender quality business plan for self-employment.

Length: 17 weeks

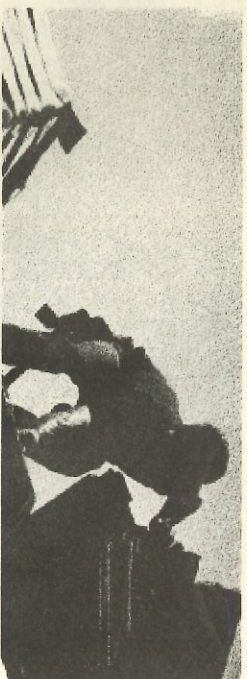
Cost: \$73.95

Start Date: February 24, 2002

For more information contact NWCC at 847-4461 or the Community Futures Office at 847-1389.



Occupational Health & Safety



Occupational First Aid – Level 1

Workers Compensation Board (W/CB) regulations require two Level 1 first aid attendants on job sites that employ one to ten employees. Certificates achieved are valid for two years upon successful completion. Participants must be 16 years of age. WCB requires students in Occupational First Aid to provide two pieces of identification prior to certification. For OFA Level 1, students must bring ID to classes since certifications are awarded at the end of the day. Check with your college campus to determine which forms of ID are acceptable to WCB.

Application: All work sites. Number of workers per shift and hazard ratings and distance to hospital determine the number of first aid attendants required.

Content: Basic skills for maintaining an adequate airway, rescue breathing, bleeding management, CPR and spinal precautions.

Length: 8 hours (one day)

Cost: \$90.00

Time: 8:30 am – 5:30 pm

Scheduled Courses:

Tuesday, January 29, 2002
Monday, March 11, 2002
Wednesday, April 24, 2002
Saturday, May 25, 2002
Friday, June 21, 2002

Transportation Endorsement

This course prepares Occupational First Aid Level 1 attendants with the skills and knowledge needed to move and transport injured/ill workers to medical aid.

Prerequisites: OFA – Level 1

Exam: Ongoing evaluation by instructor

Application: "A" and "B" hazard work sites (e.g. logging or mining); more than 20 minutes surface travel time to hospital; and 2 to 10 workers per shift.

Content: The goal is to initiate transport and meet the ambulance enroute saving valuable time for severely injured workers. Helicopter transport is also covered. The focus is awareness of possible spinal injuries and the need to move injured people in a way that will least aggravate existing injuries.

Length: 8 hours

Cost: \$90.00

Time: 8:30 am – 5:30 pm

Scheduled Courses:

Tuesday, March 12, 2002
Sunday, May 26, 2002

Occupational First Aid – Level 3

Prerequisites: None

Exam: Written and practical

Application: More than 20 minutes surface travel time to hospital. "A" hazard work sites with more than 10 workers per shift; "B" hazard with more than 16 workers per shift; or "C" hazard with more than 50 workers per shift.

Content: This is the highest level of first aid certification offered in BC. All the contents of the Level 1, the Transportation Endorsement, Level 2 and more are in this in-depth course. Advanced airway maintenance, oxygen therapy, application of traction and splinting, and two person CPR on the move are some of the added techniques.

Length: 88 hours (eleven days)

Cost: \$659.00 (includes books and exam fees)

Scheduled Courses:

Friday, February 1 to February 15, 2002
Monday to Friday, 8:30 am – 5:30 pm
Tuesday, April 2 to April 16, 2002
Monday to Friday, 8:30 am – 5:30 pm
Friday, May 3 to May 17, 2002
Monday to Friday, 8:30 am – 5:30 pm
Friday, May 31 to June 14, 2002
Monday to Friday, 8:30 am – 5:30 pm

Level 3 Recertification

Prerequisites: Two previous Level 3 courses, hold a current ticket (or very recently expired), participation is at the instructor's discretion.

Exam: Written and practical.

Content: This is an intense 5 day workshop and only for those who are very comfortable with their skills and knowledge of the Level 3 program. There is no theory or teaching time provided – practice, practice. Students must be competent enough to enter straight into full scenarios.

Length: 40 hours

Cost: \$479.00

Time: 8:30 am – 5:30 pm

Scheduled Course:

Monday, March 18 to Friday, March 22, 2002

WCB Worksafe

Workers Compensation Board (WCB) introduced Bill 14 on October 1, 1999 which requires workplace safety training. Worksites with 20 or more employees must have an Occupational Health & Safety Committee, while worksites with 9 to 19 employees must have a Health & Safety representative. These safety committee members and representatives are required to receive at least eight hours of WCB approved training each year.

Six WCB Worksafe programs are designed to reduce worksite injury and ensure a culture of safety within those worksites. Each program is eight hours long and participants receive a WCB certificate and 0.5 unit credit towards the elective component of the OH&S Program at BCIT.

Any of the following Worksafe courses can be contracted by an employer or group of employers for a flat rate of \$1000.00. Class limit is maximum 18 participants. Contact Tracey Strong, Program Officer, at 847-4461

Occupational Health & Safety Committee

Training

Identify and interpret Occupational Health and Safety Committee members' responsibilities and duties, and carry them out in ways that promote workplace health and safety. Scheduled upon demand.

Supervisor Safety Management

Identify and explain supervisor responsibility for a safe work environment and describe processes for risk assessments, inspections and accident investigations as applied to due diligence. Scheduled upon demand.

Hazard Recognition and Control

Make informed decisions through identification of hazards and apply effective strategies to control hazards in the workplace. Develop safe work procedures and corrective measures to control hazards. Scheduled upon demand.

Occupational Health & Safety in Small Business

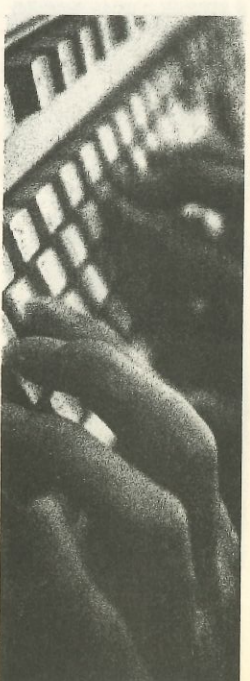
Explains employers' and workers' responsibilities and due diligence in carrying them out in the workplace. Scheduled upon demand.

Preventing Workplace Violence

Explains the WCB's requirements for the protection of workers from workplace violence, how to conduct a risk assessment, establish preventive measures and procedures, and develop a workplace violence prevention program. Scheduled upon demand.

Investigating and Controlling Sprains and Strains

Identify risk factors associated with musculoskeletal injuries (MSIs), and better determine causes and contributing factors during MSI investigations to prevent recurrence of injuries. These injuries have accounted for approximately 60% of WCB claims in past years. Scheduled upon demand.



Computer Basics for Employment Certificate

The Computer Basics for Employment Certificate has been developed to meet the basic computer training needs for adults in our high-technology workforce. This program introduces participants to word processing, spreadsheets, databases and the Internet. This non-credit certificate is ideal for those needing the basics of common office applications and the concepts behind their use.

Certificate awarded upon successful completion of:

Introduction to Computers (21 hours)
Introduction to the Internet (9 Hours)
Beginners Word97 (6 Hours)
Formatting Documents in Word97 (6 Hours)
Introduction to Excel97 (6 Hours)

Students who took any of these courses in the past year can receive retroactive credit.

Technical Documents in Word97

An intermediate course in word processing, concentrating on skills which might be useful to produce technical documents. Topics will include tables, outline mode, tables of contents, footnotes, sections, styles, sorting etc. Suggested prerequisites: Beginner's Microsoft Word 97, or equivalent experience.

Length: 6 Hours
Cost: \$60
Time: 1:15 pm – 4:15 pm
Dates: Tuesdays, January 8 and 15, 2002

Introduction to Microsoft Excel97

This course is intended for students who have some experience in computing, but who have not yet worked with spreadsheets (rows and columns of numbers). Students will create spreadsheets, enter data and formulae, format spreadsheets and print. Suggested prerequisite: Introduction to Computers or equivalent experience.

Length: 6 Hours
Cost: \$60
Time: 7:00 pm – 10:00 pm
Dates: Tuesdays, January 8 and 15, 2002

Administration of Local Area Networks

Students will learn to set up and administer local area networks. Topics will include computer configuration, file and printer sharing, data security, user management and basic troubleshooting. This course is aimed at people who need to maintain networks of a few computers, using the Microsoft Windows 98 or Windows NT operating systems. Suggested prerequisites: Extensive experience in file management in particular, and computers in general.

Length: 9 Hours
Cost: \$90
Time: 1:15 pm – 4:15 pm
Dates: Fridays, January 11, 18, and 25, 2002

Introduction to Computers

This course provides an extensive introduction to computers for people who have never used a computer before. Students will gain hands-on experience with the most common computer applications for home and business. Topics will include basic terminology, word processing, spreadsheets (simple tables of numbers), Windows, file management and the internet. Class time will include both personal instruction and independent assignments designed to reinforce the concepts which have been covered. This course is intended to prepare students for using their home computers, or for more advanced courses in word processing, spreadsheets etc.

Length: 21 Hours
Cost: \$210
Time: 10:00 am to 1:00 pm
Dates: Saturdays, January 12 to March 2, 2002.

Microsoft Powerpoint97

This course will teach how to create presentations for meetings, trade shows and other public forums. Students will use Microsoft Powerpoint97 to create overhead projector slides or slideshows on the computer screen, using a combination of text, images and sound. Suggested prerequisites: Introduction to Computers or equivalent experience.

Length: 6 Hours
Cost: \$60
Time: 1:15 pm – 4:15 pm
Dates: Tuesdays, January 22 and 29, 2002

Intermediate Microsoft Excel97

This course will teach intermediate skills in Microsoft Excel, such as: Advanced formulae, working with large spreadsheets, simple macros, drawing objects, and customizing Excel. Suggested prerequisite: Introduction to Excel, or equivalent experience.

Length: 6 Hours
Cost: \$60
Time: 7:00 pm – 10:00 pm
Dates: Tuesdays, January 22 and 29, 2002

Beginner's Microsoft Word97

As an introduction to one of the most popular word processors, this course will cover basic Windows concepts, creating, saving, and printing documents, grammar and spell checking, and text selection. Suggested preparation: previous computing experience, or experience in other word processors.

Length: 6 Hours
Cost: \$60
Time: 7:00 pm – 10:00 pm
Dates: Wednesdays, January 23 and 30, 2002

Introduction to Microsoft Publisher

Students will learn to produce newsletters and posters in Microsoft Publisher. Topics will include importing text and images from other applications, basic poster and page design, printing, and preparation of camera-ready artwork for printshops. Students will be required to produce a final project. Suggested prerequisites: previous courses in word processing, or equivalent computing experience.

Length: 9 Hours
Cost: \$90
Time: 1:15 pm – 4:15 pm
Dates: Fridays, February 1, 8, and 15, 2002

Databases in Microsoft Excel97

Students will learn to manipulate large amounts of data in Microsoft Excel97. Topics will include data sorting, filtering, importing, and graphing. Suggested prerequisites: Previous courses in Microsoft Excel or equivalent experience, and an interest in large amounts of data.

Length: 6 Hours
Cost: \$60
Time: 7:00 pm – 10:00 pm
Dates: Tuesdays, February 5 and 12, 2002

Formatting Documents in Microsoft Word97

An intermediate course in word processing, concentrating on manipulating documents to make them look interesting on the page. Topics will include text boxes, graphics, photographs, fonts (in depth), columns, borders and shading, and how to take control of those annoying autoforamtting "features," etc. Suggested preparation: Beginner's Microsoft Word97, or equivalent experience.

Length: 9 Hours
Cost: \$90
Time: 7:00 pm to 10:00 pm
Dates: Wednesdays, February 13, 20, and 27, 2002

Introduction to Microsoft Access97

An intermediate course to teach students how to create, manipulate, and output large amounts of data. Topics will include tables, queries, forms, reports, and relational database theory. Suggested prerequisites: extensive experience with computers, particularly spreadsheets or other databases.

Length: 12 Hours
Cost: \$120
Time: 1:15 pm – 4:15 pm
Dates: Wednesdays, February 20, 27, March 6 and 13, 2002

Technical Documents in Word97

An intermediate course in word processing, concentrating on skills which might be useful to produce technical documents. Topics will include tables, outline mode, tables of contents, footnotes, sections, styles, sorting, etc. Suggested prerequisites: Beginner's Microsoft Word 97, or equivalent experience.

Length: 6 Hours
Cost: \$60
Time: 7:00 pm – 10:00 pm
Dates: Wednesdays, March 6 and 13, 2002



Mail Merges in Microsoft Word97

Learn to use Microsoft Word97 to create master documents and merge them with data files to produce form letters, mailing labels, etc. Suggested prerequisites: Intermediate courses in Word97, or equivalent word processing experience.

Length: 3 Hours

Cost: \$30

Times: 7:00 pm – 10:00 pm

Dates: Wednesday, March 27, 2002

Introduction to the Internet

An intermediate course for people who have used computers, but have not yet tried cruising the information superhighway. Topics will include the world wide web, E-mail, chat groups, and requirements for Internet access at home. Suggested prerequisites: Introduction to Computers, or equivalent computer experience.

Length: 9 Hours

Cost: \$90

Times: 7:00 pm – 10:00 pm

Dates: Wednesdays, April 3, 10, and 17, 2002

File Management in Windows98

An intermediate course in managing your hard disk. Using Windows Explorer, students will copy and delete files and folders, explore the hard disk, install and remove programs, and learn some basics of file types and location. Suggested preparation: extensive experience in word processing, spreadsheets, or other computer applications.

Length: 6 Hours

Cost: \$60

Times: 1:15 pm – 4:15 pm

Dates: Fridays, April 5 and 12, 2002

Introduction to Computer Scanning

How to use a computer scanner for transferring images to documents, or for converting printed documents into computer text (Optical Character Recognition, or OCR). Students will use software such as Paint and Photo Editor to process images. Suggested preparation: Intermediate courses in word processing, or equivalent experience.

Length: 9 Hours

Cost: \$90

Times: 10:00 am to 1:00 pm

Dates: Saturdays, April 6, 13, and 20, 2002

Business Skills Development & Training

For upgrading, expansion or acquiring new skills in specific areas; taking a selected course provides an effective use of your training time. These courses are offered as credit courses but can also be taken as non-credit courses. Computer experience and accounting skills are recommended for the computer accounting courses. Please contact the Educational Advisor for specifics concerning the following selected courses:

Accounting Fundamentals I

Manual accounting basics for a service business

Cost: \$86.68 plus textbook and workbook

Times: Mondays and Wednesdays
8:30 am – 12:00 pm

Tuesdays and Thursdays
1:00 pm – 3:15 pm

Date: February 4 – March 11, 2002

Instructor: Julie Naismith

Accounting Fundamentals II

Manual accounting for a merchandise business

Cost: \$86.68 (same textbook as above)

Times: Mondays and Wednesdays
8:30 am – 12:00 pm

Tuesdays and Thursdays
1:00 pm – 3:15 pm

Date: March 12 – April 29, 2002

Instructor: Julie Naismith

Communications II

Fundamentals of writing professionally

Cost: \$43.34 plus text

Times: Fridays, 8:30 am – 12:00 pm

Date: February 8 – April 26, 2002

Instructor: Eva Jaycox

Introduction to Spreadsheets

Excel2000 – basics of spreadsheets

Cost: \$43.34 plus text

Times: Tuesdays and Thursdays
8:30 am – 12:00 pm

Date: February 5 – March 5, 2002

Instructor: Julie Naismith

Computerized Accounting I

DOS Based AccPac Plus General Ledger software

Cost: \$65.01 plus text

Times: Monday, Wednesday and Thursday
1:00 pm – 3:15 pm

Date: April 3 – May 2, 2002

Instructor: Julie Naismith

Introduction to Simply Accounting

Version 8.0

Basics of small business accounting software

Cost: \$86.68 plus text

Times: Weekdays 8:30 pm – 3:15 pm

Date: May 3 – May 16, 2002

Instructor: Julie Naismith

Bookkeeping for Small Business

In partnership with Community Futures Development Corporation of Nadina, NWCC would like to offer this course in basic accounting theory. Foundations in general procedures will be the focus of this intensive course for those with little or no bookkeeping experience. Developing a computerized system using Simply Accounting for Windows (Version 8.0) you will cover the general ledger, receivables, payables and payroll for an in-depth introduction to computerized bookkeeping.

The material covered in this course assumes the student has a good working knowledge of their computer, and that the student is familiar with the use of the mouse and keyboard.

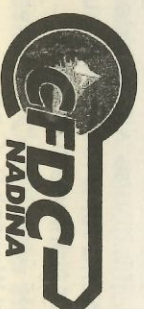
Length: 36 Hours

Cost: \$180

Times: 6:30 pm – 9:30 pm

Dates: Tuesdays, January 29 – April 16, 2002

Instructor: Michael Mehr CA





A Practical Guide to the Geology, Rocks and Minerals of the Bulkley Valley

This two day course will teach the techniques of rock and mineral identification and the geologic history of the Bulkley Valley. First, students will learn to identify common minerals, less than 10 in number, that comprise rocks of the area. Using local examples, students will next learn to distinguish sedimentary and igneous rock types and how to identify up to eight ore minerals.

The life forms represented by fossils found in the Bulkley Valley will be discussed and related to the Geologic Time Scale. The geologic evolution of the area will be explained - from volcanic islands of the ancient Pacific Ocean, to stream deltas and temperate coastal swamps, the uplift of mountains and finally, the faults that created the Bulkley Valley and continental glaciers that carved the mountains.

A half-day field excursion to the lower slopes of Hudson Bay Mountain and Telkwa will illustrate some of the features taught in the classroom. This course will provide a good background for a following course, The Geology of Northwestern British Columbia.

Instructor: Paul Wojdak P. Geo

Date: May 5 and 6, 2002

Location: Bulkley Valley & Area

Fee: TBA

The Geology of Northwestern British Columbia

This three-day course will provide an introduction to the geology of northwestern British Columbia through a combination of lectures and a field trip from Prince Rupert to Smithers. The course will provide opportunities to learn about geology, the geological history of the area, and how the evolution of northwestern BC fits into models for the evolution of North America. 'Hands-on' geological examinations and a broad focus to discussions will make this course of interest to anyone wanting to learn more about the natural history of northwestern British Columbia.

Day 1: Lecture

With rock samples and slides of the general principles of geology that were active in the evolution of the Geology of NWBC.

Afternoon lecture to cover all the rock units to be visited on the tour. Drive to Prince Rupert.

Day 2: Field trip Prince Rupert to Terrace including trip up the Copper River to the fossil beds at the mouth of the Kinayakwa River - or to the lava beds of the Nass.

Day 3: Terrace to Smithers

Up the Copper River looking at Hazelton Group rocks. Then examining rock units along Highway 16 to Smithers

Instructors: Dr. Tom Richards

Hans Smit P. Geo

Date: May 29 - 31, 2002

Location: Smithers to Prince Rupert

Fee: TBA

Prediction of Metal Leaching and Acid Rock Drainage: Theory and Practice

One of the most challenging aspects of metal leaching and acid rock drainage (ML/ARD) work is the prediction of drainage chemistry and whether materials have a potential for ARD. Much of the current knowledge about ML/ARD prediction resides in company reports and with leading industry practitioners and regulators. The goal of this course is to provide participants with an understanding of the underlying processes, the main tools and current prediction practices.

The course will bridge the gap between the basic science and its practical application using examples drawn from the instructors experience with mines here and throughout the world. Case studies will be used to illustrate both generic requirements and site-specific issues. Simulated planning exercises will be used to provide participants with experience in determining what questions must be answered and what evidence is required to answer them. Tours of mines in the area (Noranda's Bell mine, Imperial's Huckleberry mine and Silver Standard's Duthie mine) will allow participants to observe a wide range of ML/ARD prediction practices.

Instructors: Dr. Bill Price, Dr. Kevin Morin and

Stephen Day, MSc. P. Geo

Dates: August 19 - 23, 2002

Location: Smithers and mines in the surrounding area

Fee: \$950

Introduction to Metal Leaching and Acid Rock Drainage

Metal leaching and acid rock drainage (ML/ARD) are major environmental challenges for the mining industry. They are also becoming significant environmental issues in highway, dam and forest road construction. The objective of this course is to provide participants with a basic understanding of the factors contributing to ML/ARD, its assessment and the procedures used to prevent environmental impacts. Resources available in the Smithers area - both the mines and the personnel working here - provide the Northwest Field School with a unique opportunity to pass this information on to course participants.

Case studies will be used to illustrate both generic and site-specific requirements, with examples drawn from the instructors' experience in this province and throughout the world. Short planning exercises will be used to provide participants with practical experience in how a ML/ARD assessment is conducted and mitigation plans are developed. Tours of mines in the area (Placer Dome's Equity Silver, Imperial's Huckleberry mine and Silver Standard's Duthie mine) will allow participants to observe state-of-the-art practices.

Dr. Bill Price, British Columbia government's leading expert on ML/ARD, is the course organizer. Bill has spent the last ten years reviewing mines and is author of numerous publications including the Provincial ML/ARD Policy, ML/ARD Guidelines and Manual of Recommended Prediction Methods, documents which are used world-wide.

Facilitator: Dr. Bill Price

Dates: September 16 - 20, 2002

Location: Smithers and mines in the surrounding area

Fee: \$950



Disturbance and Recovery in Northwestern Forests

This five-day field course will be conducted as a travelling road show from Prince George to Prince Rupert. Held immediately following the '4th International Workshop on Disturbance Dynamics in Boreal Forests' (Prince George, Aug. 10-14; <http://www.res.unbc.ca/boreal/disturbance/>), this course introduces participants to the range of natural and human disturbances found in the diverse forests of Northwestern British Columbia.

Particular emphasis will be placed on examining differences in disturbance regimes from dry Interior to wet coastal forests, and identification of factors which result in long-term loss of ecological productivity, diversity and integrity. With an emphasis on botany and plant ecology, old-growth forests and many distinctive plant communities will be visited.

Naturally disturbed sites to be visited include those altered by volcanism, landslides, avalanches, flooding, wildfire, insect outbreak and windthrow. Human disturbances to be inspected will be those associated with roads, mining, and various forest management activities. Points of cultural and historical interest will be visited en route, and accommodation will largely be at rustic fishing lodges. Upon course completion in Prince Rupert, connections can be made to explore Haida Gwaii (the Queen Charlotte Islands), or return to Prince George by train or bus.

Dr. Phil Burton has taught silviculture, vegetation management and ecosystem restoration at the University of British Columbia for several years prior to establishing Symbios Research and Restoration in 1995. Phil has published numerous scientific papers on topics related to conservation biology and forestry.

Instructor: Dr. Phil Burton

Date: August 14 – 19, 2002

Location: Prince George to Prince Rupert

Fee: TBA

Toward Excellence in Small Scale Forest Management

This is the second year for a week-long series of workshops for woodlot licensees and private forest landowners who wish to raise the caliber of forest management and make a buck too! Last year's Workshop evaluation comments were very positive and included: "lots of pertinent info clearly presented;" "woodlot licensees teaching up-to-date information to others;" "Very good mix of theory and practice;" "provisions for sharing ideas between participants;" "excellent, easy to follow and made it fun!"

This year's workshops topics have changed and include the much requested "Stumpage Appraisals for Woodlot Licensees" training and "Tax & Estate Planning." Classroom and field sessions will cover typical economic, operational, and silvicultural issues faced by small-scale forest managers. Focusing on BC's interior, the material presented will include many practical and useful examples. Daily opportunities for informal discussion among participants have been scheduled. Very useful workshop take-away manuals will be provided each day.

Participants can register for one day or the entire week. Each day is limited to approximately 15 people. Registered participants can bring along direct family members at no extra fee.

There are limited billets available for accommodation in the homes of Bulkeley Valley woodlot residents. Field trip transportation will be shared, utilizing participant's vehicles. Bring notebook, boots and rain gear.

Each day will be facilitated by various woodlot licensees and professionals who are experts in their field. To make this week educational, interesting, and fun, local woodlot licensees will be tour guides on Friday.

June 17th – An Introduction to Interior Stumpage Appraisals for Woodlot Licensees - Dean Daly, RPF

June 18th - Logging Economics- Dave Daust, MSC, RPF and Harold Reedy, ASCT.

June 19th - Tax & Estate Planning for BC Private Landowners – Colin Bruinjies, CGA.

June 20th - Silviculture Solutions - Obligations and Practices - Dave Weaver, RPF.

June 21st - Guided Tours of Bulkeley Valley Woodlots

Facilitator: Harold Reedy A.Sc.T.

Date: June 17 – 21, 2002

Location: Bulkeley Valley & Area

Fee: TBA

An on the Ground; Ecosystem / Sustainable Management Workshop

(title in progress)

What is it and how can it work on your managed land base?

Forestry communities are increasingly using the term "Ecosystem Management" during planning sessions, public meetings and policy statements.

So what does this really mean?

How would an Ecosystem Management approach affect the operation of major forest companies? How would this affect how a Woodlot Licensee operates?

Is this a term or management approach that works only in the Kootenays and on Vancouver Island? Or is it a management approach that can work here in the Northwest – in Terrace, the Hazeltons, the Bulkeley Valley and the Interior Plateau? Is Ecosystem Management compatible with forest certification or is it a requirement?

The intent of this workshop is to address these local community questions. The following is the proposed format to answer some of these questions:

Guest Lectures: Guest speakers from parts of BC will be invited to present information on the development and practical application of Ecosystem Management within their management land bases. Their concepts, design and implementation challenges will be shared.

Panel Review: A review of how this could work locally will be discussed with local experienced and interested professionals to consider local possible applications (referring to local experiences and research).

Field Tour and Exercises: The focus will be on touring and practicing in the field the concepts of ecosystem management within the local Bulkeley and Kispiox valleys. Stops are planned to be demonstrative and data collection active.

Draft Conference Schedule:

Dates: October, 2002

Times: 3 Day Conference

- (1 or 1/2 day in field
- concepts of ecosystem approach
- 1 day in hall
- application presentations and panel discussion
- 1 day in field – field tour and practice sessions)

Location: Northwest Community College /

Dze L K'ant Friendship Center

Audience: Local Forestry Community: Professionals, Technicians, Interested Persons, Forest Licensees, Woodlot Licensees, College Forest Ecosystem Technology Students.

Fee: TBA



Gitanga'at: Living and Learning on a Gitksan Territory

The Gitksan Lax'skik (Eagle Clan) have held their Xsu Gwin Ga'at territory on the west bank of the middle Skeena River for thousands of years. Today, clan Chiefs and members invite course participants into their community to share in their spiritual and resource use of the land and the river, and to learn of their plans for post-colonial development.

The five-day course will be based on the ancient village of Gitanga'at, accessible only by river boat or railway. There, through songs and histories, painted crests and Gitksan place names, participants will hear how the Lax'skik hold and live in harmony with their land. Besides visiting the spiritual healing and fasting areas, guests will take part in a satxw — a sweat-lodge cleansing ceremony that connects the physical and spiritual worlds.

As you travel on long-used trails, the Lax'skik will demonstrate and show their resource gathering areas, including medicine plants, berries and mushrooms. You will hike to the territory's coho spawning beds and low-elevation mountain goat habitat. See how riverside cache pits indicate old salmon preservation technology, while at the same site, participants can see how smoke-houses and canning are used today.

Course participants will view progress at the Gitanga'at village development where the log cabins and long-house under construction will form the nucleus of a community of enterprises. These include an inland commercial salmon fishery, already underway for several years, an eco-cultural tourism venture, a hide-tanning and manufactory and others. The Lax'skik will explain how these developments are consistent with Gitksan laws and society as well as with Gitksan and scientific concepts of ecosystem-based planning.

Food and lodging will be provided at Gitanga'at, and access to sites will be by trail and riverboat. Participants should bring their own sleeping bags, warm clothing, hiking footwear and raingear.

Facilitator: Art Loring and Lax'skik Chiefs

Date: May 20 - 24, 2002

Location: Xsu Gwin Ga'at (Fiddler Creek)

Fee: TBA

Backcountry Botany and Birds

This is a hands-on course which covers the basics of how to identify native plants, especially wildflowers. Fascinating facts about flower structure, life histories (pollination, dispersal), unusual plant features, and how names are derived are included. The traditional use of plants for food, medicines and technology are also covered. In the field, participants gain the skills to identify plants using keys and popular plant guides. Techniques used to identify some common birds are also covered, including how bird behavior (flight patterns, songs etc.) and habitat give clues to the identification of the species.

Rosamund Pojar is a biologist who has over

25 years of experience introducing people to the plants of British Columbia. She has a MSc in botany and is co-author of three popular guidebooks to the native plants of BC. She is an avid bird watcher and all-round naturalist.

Instructor: Rosamund Pojar M.Sc.

Date: TBA

Location: Bulkley Valley & Area

Fee: \$180.00

Forest Ecology: Temperate Rainforest to Taiga

An introduction to forest ecosystems and their dynamics, in northwestern British Columbia (Bulkley Valley, Skeena Valley, Prince Rupert area). Topics will include: principles of ecology; forest structure, function, dynamics, soils, hydrology; forest biodiversity including plants, arthropods, fungi, lichens, birds and mammals; assemblages and communities including canopy, epiphytic, soil, and non-forested systems; ethnobotany; applied forest ecology; conservation biology. Considerable field and project work will be included.

Prerequisites: 3rd or 4th year standing or permission of the instructors. Introductory ecology and survey-type course in plants or invertebrates highly recommended.

Instructors: Dr. Jim Pojar, Dr. Karen Price, and other resource specialists (guest lecturers) TBA.

Date: June 24 - July 31, 2002

(6 weeks - 6 credits from UNBC)

Location: Smithers

Fee: TBA

Land of the Totem Poles: An Invitation to the Art and Culture of the Gitksan Nation

This field trip is an invitation to the art and culture of the Gitksan nation of the upper Skeena valley with an emphasis on the totem poles of the villages in the territory. You will witness the cultural richness of the Gitksan people whose communities possess some of the oldest totem poles on the north west coast. You will also meet some of the cultural leaders who continue to create totem poles and other treasures such as masks, blankets, rattles, and boxes for regalia. You will experience the Gitksan cultural motivation for making totem poles and regalia and why Gitksan people continue their cultural expression.

The tour includes visits to five villages and the Ksan cultural centre. The field trip will end with a salmon barbecue.

Facilitators:

Bev Clifton-Perchival BA Sociology /

Anthropology MA First Nations Studies (in progress) is a wing chief of one of the houses of the Gitksan nation. She is also an assistant Treaty Negotiator for the Gitksan nation. She teaches Sociology and Anthropology at Northwest Community College and she has worked at Ksan as a curator.

Rocque Berthaume BA History MA Anthropology is the academic head at Northwest Community College and he teaches Northwest Coast art at the University of Northern British Columbia. He has undertaken research with first nations and he is the author of *The Gitksan: The People of Kitselas Canyon*.

Date: Friday - Sunday, July 12 - 14, 2002

Location: Gitanmaax, Kispiox, Kitsequelca, Kitwanga, Gitanyow, 'Ksan Cultural Centre

Fees: TBA

An Introduction to Lichens and Bryophytes

Why learn about lichens and bryophytes (mosses and liverworts)? There are several good reasons why someone might choose to learn about these diminutive and delightful organisms. To begin with, they are a major, though frequently overlooked, component of the biodiversity of our forests. In fact, with over 1800 lichens and approximately 1000 bryophytes, British Columbia contains more than 75% of the species known to occur in Canada. They are also excellent ecological indicators for an array of environmental parameters including moisture, snow depth, forest antiquity, and even air pollution. To fascinate us even further, lichens and bryophytes possess bizarre shapes, colours, and chemistry that assist us in their identification.

This course is an introduction to lichens, mosses, and liverworts, and discusses their life histories, anatomies, and the relevant literature for their identification. We will also cover the taxonomy and ecology of some of the common, and not-so-common lichens and bryophytes of the Smithers area as we examine them both in the lab and the field.

Instructor: Patrick Williston, MSc. R.P. Bio

Date: July 17 and 18, 2002

Location: Smithers

Fee: \$125

Introduction to Forest Mushrooms

Forests of northwestern British Columbia are impressively rich in mushrooms. This one and a half day course will introduce you to the major types of mushrooms, with an emphasis on the gilled mushrooms. We will compare mushroom types in the classroom, and work with keys to learn the basic taxonomy. The next day will be a field tour to look at more mushrooms in forests around Smithers, and hopefully collect good edible mushrooms as well.

Instructor: Marty Kronbatter, MSc. P. Ag

Date: September 14 and 15, 2002

Location: Smithers and area forests

Fee: \$100

Jodi F
is assistant



Forest Ecosystem Technology

A work-skills program that gives advanced credit towards a University degree

This innovative program provides training in numerous natural resource management areas. It integrates university credit and technical courses.

ENROLLMENT

This program initially started in September of 2001 and is now entering its 2nd and 4th semester. Entry into the program as a **full-time student** is possible now in January of 2002, but would be subject to that student having course prerequisites for the courses of interest.

Entry into the program as a **part-time student** is the strongest possibility for any interested person. A course by course review of that student's interests, qualifications and prerequisites would be required by our campus Educational Advisor and Program Coordinator. All courses are open for part-time student enrollment, subject to space availability.

PROGRAM DESCRIPTION

This two-year technologist program, unique in British Columbia, features theory and technical skills in basic and advanced forest technology. Courses and topics covered are: forest ecology, silviculture, fish and wildlife ecology and management, forest surveying, engineering and harvesting, First Nations studies, forest measurements, forest health and natural disturbances, parks, recreation and tourism, geographic information systems, as well as integrated resource management planning and other resource activities related to forestry.

Field sites are located within minutes of the campus providing students with opportunities to combine classroom theory with the practical skills necessary for employment in the natural resources field. Students entering the program should be prepared to participate in rigorous field assignments in all types of terrain and weather conditions

The graduates enter a wide variety of field-oriented careers either with government agencies in the natural resources, industrial companies or with private consultants. They work in areas that are a combination of or specialization in: resource planning, ecosystem and resource management, silviculture, forestry operations, harvesting, fish and wildlife research and management, parks and recreation, land rehabilitation, habitat restoration, environmental quality, water quality assessment and marine culture.

All of the following courses are offered in the spring 2nd and 4th term and are a part of the Forest Ecosystem Technology Program offered at the Smithers Campus. If you see a course you are interested in, contact the Program Coordinator or the Educational Advisor at the Smithers Campus at 847-4461.

Forest Ecosystem Technology 2nd Term Courses

FET 125 Photo Interpretation and Mapping (4.0 credits, 60 contact hours)

This course introduces the student to basic drafting techniques: map reading; scale conversions; distances; areas; longitude profiles; and map construction. In workshop settings, emphasis will be on topographic and forest cover maps. Aerial photo interpretation will focus on; delineating features on B/W and/or colour air photos; ground-truthing those photos; performing basic measurements; stratifying and identifying landforms; route finding; and timber reconnaissance with photos. In field settings, emphasis will be on confirmation of POC location and landmarks, distances and directions. Pre-requisites: none.

FET 130 Data Collection (4.0 credits, 60 contact hours)

This course is designed to introduce students to natural resources field data collection for the purpose of inventory or research. The course primarily focuses on the forest sector where students gain technical skills in forest measurements. As a field-based course, students are introduced to sampling methods, design, and gain experience in vegetation, fish and animal inventories, timber cruising and are introduced to silviculture surveys. Pre-requisites: none

FET 140 Fish and Wildlife (3.0 credits, 45 contact hours)

Through classroom and field activities students will gain an overview of the diversity of northwest B.C.'s fish and wildlife species, their biology, ecology, habitat requirements and conservation status. Students will acquire the basic skills to aid in the identification of fish and wildlife species. The characteristics of various terrestrial and aquatic habitats and how species use them will be studied. The impact of natural and man-made disturbances on these habitats and their associated species will also be discussed. Pre-requisites: none

FET 150 Physical Properties of Soils (2.0 credits, 30 contact hours)

This course introduces the physical properties of soils, then promotes, in field and lab sessions, hands-on employable skills for forest resource management students prior to their first summer position. Pre-requisites: none

Forest Ecosystem Technology 4th Term Courses

IRM 305 Resource Policy and Planning (4.0 credits, 60 contact hours)

This course will introduce learners to the concepts of integrated resource management and will provide them with the knowledge to apply and interpret the various provincial Acts and Regulations used in natural resource management. The legislation, policies and tools used to assign values and emphasis to resources and their management will be discussed. Learners will be given the opportunity to review local precedent setting higher level plans and operational plans. Pre-requisites: none

FRST 362 Business Studies (2.0 credits, 30 contact hours)

This course gives students a basic understanding of how to start up and operate a small business. Emphasis is placed on developing a viable business and marketing plan that students can use in their future endeavors. Pre-requisites: none

FRST 475 Silviculture II – Applied Forest Ecology (3.0 credits, 45 contact hours)

This course builds on topics and concepts introduced to students in FET 190 and FET 371. The content and intent of Silviculture Prescriptions (SP's) and Stand Management Prescriptions (SMP's) will be reviewed. Topics covered range from vegetation management, forest health concerns during surveys, performing a free growing survey and treatment recommendation, and intensive and incremental stand tending treatments, to an introduction to silviculture systems. Pre-requisites: FET 190, FRST 371

FRST 477 Forest Harvesting (4.0 credits, 60 contact hours)

This course introduces the student to harvesting systems, methods and equipment presently used in B.C. The student will become familiar with watershed planning, logging plans, timber appraisals, productivity factors, logging costs, woods safety, forest industry organization structures, and environmental regulations. Students visit both interior and coastal logging operations and prepare a Five-Year Harvesting Plan and Schedule. Pre-requisites: none

Forest Ecosystem Technology



Course Schedule Summary

Course	Dates	Times	Instructor	Costs
FET 125 Photo Interpretation and Mapping (4.0 credits, 60 contact hours)	Jan. 11 to May 3	Friday mornings, 9:00 am to 12:00 pm	Allen Johnson, M.Sc.F.	\$179.60
FET 130 Data Collection (4.0 credits, 60 contact hours)	Jan. 10 to May 2	Thursday mornings 9:00 am to 12:00 pm	Harold Reedy, A.S.T.	\$179.60
FET 140 Fish and Wildlife (3.0 credits, 45 contact hours)	Jan. 9 to April 24	Wednesday afternoons 1:00 pm to 4:00 pm	Rosamund Poljar, M.Sc., R. P. Bio.	\$134.70
FET 150 Physical Properties of Soils (2.0 credits, 30 contact hours)	Jan. 11 to May 3	Friday afternoons 1:00 pm to 4:00 pm	Allen Johnson, M.Sc.F.	\$89.80
IRM 305 Resource Policy and Planning (4.0 credits, 60 contact hours)	March 13 to May 1	Wednesday 9:00 am to 4:00 pm	Harold Reedy, A.S.T.	\$179.60
FRST 362 Business Studies (2.0 credits, 30 contact hours)	Jan. 11 to Feb. 8	Friday 9:00 am to 4:00 pm	Harold Reedy, A.S.T.	\$89.80
FRST 471 Silviculture II - Applied Forest Ecology (3.0 credits, 45 contact hours)	March 11 to May 10	Friday 9:00 am to 4:00 pm	Dave Weaver, R.P.F.	\$134.70
FRST 477 Forest Harvesting (4.0 credits, 60 contact hours)	Jan. 9 to March 8	Wednesday 9:00 am to 4:00 pm	Harold Reedy, A.S.T.	\$179.60
FRST 578 Forest Engineering II (4.0 credits, 60 contact hours)	Jan. 10 to March 21 April 5 to April 26	Thursday mornings 9:00 am to 12:00 pm Friday 9:00 am to 4:00 pm	Harold Reedy, A.S.T.	\$179.60

* Some course dates may be subject to change

FRST 578 Forest Engineering II
(4.0 credits, 60 contact hours)
Part 1 provides students with road design skills and an introduction to Road Eng Software. Part 2 of the course provides practical skills in applying harvesting and road layout engineering theory in the field environment.
Pre-requisites: Engineering I

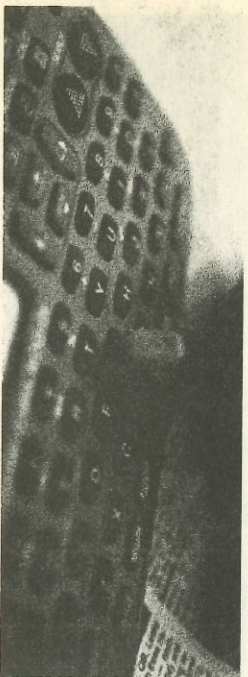
FRST 480 Forest Entomology
(3.0 credits, 45 contact hours)
This course provides the student with working knowledge of forest insects: adult and larva identification; life cycles; detection; damage; control; and management of major BC species.
Pre-requisites: FET 153

FRST 481 Forest Pathology
(3.0 credits, 45 contact hours)
This course provides the student with working knowledge of forest diseases: identification; life cycle; detection; damage; control; and management of BC species. This course also includes a review of abiotic injuries: animal damages; parasitic dwarf mistletoe plants; and rangeland weeds.
Pre-requisites: FET 153

FRST 482 Forest Products
(3.0 credits, 45 contact hours)
This course introduces the student to the various commercial woods of BC and Canada: Wood structure and properties; identification by species; value added and lumber manufacturing; milling processes; pulp and paper production; and a review of current issues.
Pre-requisites: none

Business Technology

Full-time or Part-time Distance Education Online E-Learning and Selected Courses



The Business Technology Program offered in Smithers is designed to provide learners with the knowledge and skills necessary to function effectively in an entry-level clerical position in the business community. These programs are designed to serve the needs of full-time, part-time, and even single course learners. The entry-level certificate, Office Assistant, is designed so that learners, upon completion, may enter the work force or continue into advanced level certificates in Business Technology.

Faculty: Sandy Clark, Julie Naismith

ADMISSION REQUIREMENTS AND INFORMATION

Entry Level Programs: Grade 10, GED, or English 030 and Math 030 or Math 031. Learners lacking the formal prerequisites who have business experience may be admitted to the program if they can demonstrate mastery of equivalent knowledge and skills.

Advanced Standing: Some secondary school courses may be accepted towards a NWCC certificate. Please contact the Educational Advisor at the college for more information.

Prior Learning Assessment: PLA is available for courses in the Business Technology program.

How to apply: Phone 847-4461 to make an appointment with our Educational Advisor. Obtain an application from your local campus. Applications can be submitted at any time up to one week prior to course start date.

Accounting Specialty starting February 4, 2002

This full time certificate is delivered over five months and is designed to provide the learner with basic accounting skills in manual and computer applications.

Office Assistant Certificate plus:
Accounting Fundamentals I
Accounting Fundamentals II
Business Math
Introduction to Excel 2000
Communications II
Excel 2000 Applications
AccPac Plus, General Ledger
Simply Accounting
Keyboarding III (speed 40 nwpm)
Work Experience

Hours: Monday to Friday
8:30 a.m. – 3:15 p.m. (days full and part-time).

Cost: Approximately \$650, 10 full-time;
or \$43.34 per credit

Accounting Specialty Selected Courses starting February 4, 2002

For upgrading, expansion or acquiring new skills in specific areas; taking a selected course provides an effective use of your training time. These courses are offered as credit courses but can also be taken as non-credit courses. Computer experience and accounting skills are recommended for the computer accounting courses. Please contact the Educational Advisor for specifics concerning the following selected courses:

Accounting Fundamentals I
Manual accounting basics for a service business

Cost: \$86.68 plus textbook and workbook
Date: February 4 – March 11, 2002
Instructor: Julie Naismith

Accounting Fundamentals II
Manual accounting for a merchandise business

Cost: \$86.68 (same textbook as above)
Date: March 12 – April 29, 2002
Instructor: Julie Naismith

Communications II
Fundamentals of writing professionally

Cost: \$43.34 plus text
Date: February 8 – April 26, 2002
Instructor: Eva Jaycox

Introduction to Spreadsheets

Excel2000 – basics of spreadsheets
Cost: \$43.34 plus text
Date: February 5 – March 5, 2002
Instructor: Julie Naismith

Computerized Accounting I
DOS Based AccPac Plus General Ledger software

Cost: \$65.01 plus text
Date: April 3 – May 2, 2002
Instructor: Julie Naismith

Introduction to Simply Accounting Ver 8

Basics of small business accounting software
Cost: \$86.68 plus text
Date: May 3 – May 16, 2002
Instructor: Julie Naismith

Distance Education

Accepting registrations for Fall 2002
Accounting Fundamentals II
Date: September 16th, 2002 to January 31, 2003

Cost: Approximately \$86.68 plus texts
\$105.20 (approximately)

For more information, call the Smithers Campus 847-4461 and make an appointment to see our Educational Advisor.

E-Learning

If you have access to the internet and want to learn in your own home environment or at your office, consider taking these credit courses through an online delivery method. The following courses are available at this time:

Successful E-learning	Free
Keyboard Speed I	\$43.34
Computers & the Internet	\$65.01
Word Processing Level I	\$86.68
Business English	\$130.02
Business Machines	\$86.68
Human Relations	\$43.34
Database	\$65.01
Word Processing Level II	\$65.01
Business Communications	\$86.68
Electronic Spreadsheets	\$65.01
Keyboard Speed Level II	\$43.34
Accounting I	\$86.68

Textbooks range from \$40.00 to \$100.00
Some course prices may be subject to change.

Additional E-Learning courses are being developed and will be available in early 2002. Please see the Educational Advisor for what's new.

Office Assistant Certificate starting September 3, 2002

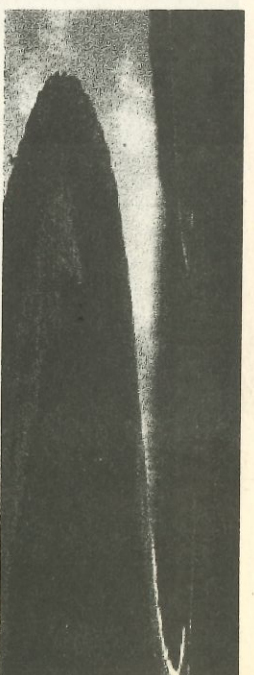
This full time certificate is designed to be delivered over a five month period and provides the learner with the skills necessary for entry into the work force or continuation onto an advanced level certificate in Business Technology. Part time learners and selected courses may be considered based on availability of space.

Student Success
Job Search & Office Dynamics
Team Building
Critical Thinking
Presentations
Computer Environments
Records Management
Communications I
Business Machines
Keyboarding/Word 2000
Intro to MS Access 2000
Automated Office Simulation
Business Simulation

Cost: Approximately \$650, 10 full-time;
or \$43.34 per credit

Wilderness Guides Skills

Your ticket to adventure!



The Wilderness Guiding Skills Program offers 90 days of training in locations which typify the renowned wilderness values that have established northwestern BC as a world class wilderness and adventure tourism destination.

The program is designed and taught to current industry standards by professional guides. The schedule simulates the workplace: WGS participants are housed away from the college campus, live together, go to class together, and are responsible for the group's meal planning and preparation and camp maintenance. Students spend long hours on course work with little time off.

The first part of the program focuses on safety: wilderness first aid, survival skills, bear safety, and the safe handling of small tools and fuel burning appliances. As the program progresses, students move into the backcountry. In small groups they prepare for, conduct and conclude trips, which simulate guiding excursions through courses like canoeing, hiking, and camping. Skills introduced early in the program are reinforced and integrated throughout. Next, students choose one of the following five-day electives:

Backcountry Botany
Introduction to Mountaineering

In the final two 13-day sections, students choose extended training and practice in wilderness travel on either an angling or rafting focus.

Dates & Fees may be subject to change.

Dates: April 2 – June 30, 2002

Fees*
Tuition: \$1080
Food & Lodging: \$2464
\$3544

*International students are assessed tuition at a higher level to offset the cost of their training to the provincial government.

A deposit of \$500 is required at the time of application. If you are not accepted into the program the deposit is refundable. Send the completed application package, \$500.00 deposit, and \$25.00 application fee to NWCC, Box 3606, Smithers, BC, V0J 2N0.

Human Relations and Customer Service

This course is intended to provide the student with the essential leadership and human relations skills required for the delivery of a safe, professional and satisfying adventure product. Adventure Tourism guides must often take on several roles in their daily work. They are required to be not only proficient at their technical skills, but also: a team motivator, a leader, a chef, a planner, a problem solver, a comforter and a humorist. This portion of the program will identify the leadership, human relations and customer service skills that the students must master to augment their technical skills.

Food safe
This course teaches the procedures and conditions necessary for the prevention of food-borne illness.

Wilderness First Aid
This course includes the Red Cross Wilderness and Remote First Aid certification. Instruction includes: Cardio-Pulmonary Resuscitation (CPR), patient assessment, environmental emergencies, circulation, respiratory emergency, head and spine injury management, transportation, and first aid kits.

Camp Management Practicum
This course introduces the student to a wide variety of camp set-ups in various settings. Students gain experience through the entire 90 days of the program with the ongoing management of their own camp. Topics include, establishment and management of a camp, low impact camping standards, camp lay-outs, camp hygiene, site selection, safety and environmental sensitivity.

Backcountry Cooking
This entry-level course is designed for backcountry cooking and cooking in an industrial kitchen (as it relates to wilderness guiding). Training occurs in the following areas: technique, nutrition, menu planning, dehydrating foods, cooking styles (i.e. for rafting, for base-camp, hiking), packing, camp-fire cooking, camp stove use, and Dutch oven use. Students gain experience by cooking for the entire group throughout the program.

Survival
This course teaches students basic and advanced skills in wilderness survival. Topics include: medical care, shelters, fire building, food and water, survival kits, navigation, signaling, the psychology of being lost, equipment and clothing.

Flatwater Canoeing
This course includes the Recreational Canoeing Association of BC (RCA) Basic Flatwater Paddler certification. Instruction is given in theory, strokes, rescue and the logistics of overnight canoeing.

Risk Management
The delivery and continued success of all Adventure Tourism activities pivots around one focus – safety. The continuing viability of the Adventure Tourism Industry depends on a zero-tolerance approach to accidents and a philosophy of the complete safety to eliminate real risk. Yet, by the same token, the perceived risk found within these activities is one of the main attractions for the client. How then, do we balance the perceived risk with real risk to meet customer expectations and remain accident free? This module will aim to answer this question throughout an analytical process of identification, assessment and management strategies for risk.

Backcountry Botany and Birds
Students will learn how to identify wildflowers and other native plants in a creative way. Topics covered include: plant identification, guidebook use, plant biology, traditional plant use by native peoples, and bird identification.

Introduction to Mountaineering
The intent of this course is to introduce students to the equipment and the skills needed to travel safely in the mountains. Topics include: snow and glacier travel, mountain navigation, hazard assessment, and, mountaineering techniques. The course concludes with the ascent of a local peak.

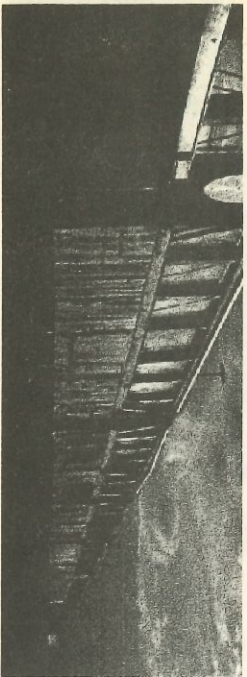
Wilderness Travel
Students will learn the fundamentals of trip planning – including the logistics involved in organizing and leading various types of backcountry trips (i.e. hiking, canoeing etc.). Topics include route planning, safety and contingency plans, environmental concerns and industry regulations.

River Rafting
Instruction in this course will prepare students for the BC River Rafting Guide Examination. Topics include use of rafting equipment, repairs and maintenance, understanding of rafting techniques and the river environment, river rescue, and regulations. Emphasis will be placed upon our endorsement and expeditions.

Angling Guide
The Angling Guide course will introduce students to a range of angling methods and techniques appropriate for lakes and rivers. Students will use and maintain various watercraft, and angling equipment. Also covered are entomology, and the habits of freshwater and anadromous fish.

Certificates Awarded

- ◊ Wilderness Guiding Skills (Northwest Community College)
- ◊ Wilderness First Aid (Canadian Red Cross)
- ◊ Superhost (BC Ministry of Tourism)
- ◊ Foodsafe (BC Ministry of Health)
- ◊ Flat Water Canoeing (BC Recreational Canoeing Association)
- ◊ Swift Water Rescue (Rescue 3)
- ◊ Commercial River Rafting Certificate (BC Ministry of Environment, Lands, & Parks)- upon passing provincial exam



Our winter University Credit Program classes begin the week of January 7. Course offerings include Biology 102, English 102 and 152, Geography 225, Math for Elementary Teachers 190, Psychology 102 and 221, and Sociology 102. While we are still accepting last minute applications, we encourage you to begin planning now for next year.

You can complete your first year of university in Smithers!

Our university credit courses are designed to transfer to most BC colleges and universities and will help you earn credit toward many degrees and professional programs in social sciences, humanities, elementary school teacher training, geography, forestry and environmental science. Studies have shown that students who transfer from community colleges to university do as well, or better than, those who proceed directly from high school to university.

Why apply now?

- ◇ To ensure you get a seat in the courses you want – our applications are processed on a first come, first served basis
- ◇ To have time to complete any pre-requisites the courses you want may require
- ◇ To find out which are the best courses for the degree you want
- ◇ To research options for financial aid

Admission Requirements

Students coming directly from high school are expected to have Grade 12 graduation. Some courses have specific pre-requisites; others have open enrollment. Contact our educational advisor to discuss your options.

Financial Aid

Students may be eligible for BC Student Loans, First Nations band funding, HRDC funding, and may use high school Passports to Education, bursaries and scholarships to cover school expenses depending on course load and choices. Special Opportunity Grants are available for selected individuals taking fewer than three courses. Contact our educational advisor for more information.

Associate Arts Degree

Students may, over two or more years, complete the requirements to receive an Associate Arts Degree which can increase transfer options and streamline the admission process to some BC universities. Contact our educational advisor to plan your program.

Register your interest now!

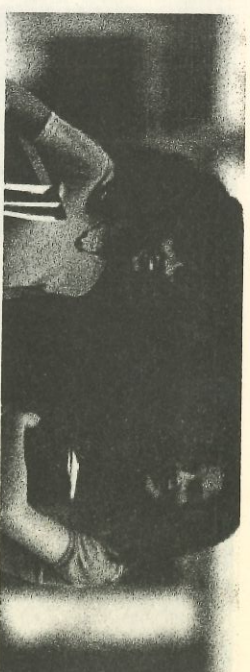
Our 2002/2003 courses will be selected from the following list – contact us right away to register your interest.

- Anthropology 111/112
- First Nations of BC and Canada
- Biology 101/102
- Introductory Biology
- Biology 211
- Principles of Ecology
- Computer Science 111
- Introduction to Computers
- English 101/102
- Introduction to Literature and Composition
- English 209/210
- Creative Writing
- Geography 110
- Environmental Studies
- Geography 150/160
- Physical Geography
- Geography 204
- Spatial Analysis and GIS
- Geography 207
- Soils/Hydrology
- Geography 225/226
- Regional Geography of Canada and BC
- History 105/106
- Canadian History
- Math 131
- Introduction to Statistics
- Math 109
- Math for Elementary School Teachers
- Psychology 101/102
- Introduction to Psychology
- Psychology 221/222
- Abnormal Psychology
- Sociology 101/102
- Introduction to Sociology

Why choose NWCC – Smithers?

- ◇ Small class sizes
- ◇ Excellent student support
- ◇ Lower costs

Additional College Programs & Services



College and Career Preparation (CCP)

What is it?

Courses in the College and Career Preparation Program enable people to acquire basic reading, writing and math skills, to complete a secondary school equivalent (see GED Testing below), or to complete course prerequisites for other college or university programs.

How do you get started?

Make an appointment to see the Educational Advisor by phoning the college. The advisor will ask questions about your educational goals and help you choose the courses you need. The advisor can also tell you the dates, times, costs, and the application procedure. An assessment of your present skill level will often be your next step. This is usually administered by instructors in the CCP classroom.

What are your options?

Option A: Group Instruction
Some courses are instructor-led (taught to a group by an instructor) and begin and end on set dates. For the fall, courses offered on an instructor-led basis are as follows.

Computer Studies 020/040

(Intro to Computers/Computer Studies 11)
Mondays 9:00 AM – 12:00 PM
February 4 – May 27, 2002

English 050 (English 12)

Provincial English
Tuesdays 9:00 AM – 12:00 PM
February 5 – May 28, 2002

Chemistry 040 (Chemistry 12)

Advanced Chemistry
Wednesdays 9:00 AM – 12:00 PM
February 6 – May 29, 2002

Biology 050 (Biology 12)

Provincial Biology
Thursdays 1:00 PM – 4:00 PM
February 7 – May 30, 2002

Math 040/050 (Math 11 & 12 Tutorial)

Advanced Algebra / Provincial Math
Fridays 1:00 PM – 4:00 PM
February 8 – May 31, 2002

Option B: Individual Instruction

If you are someone who likes to work on your own, or if your work schedule doesn't allow you to attend the instructor-led courses, the self-paced classroom may work for you. You study and learn course material without formal instruction and at your own pace. Instructors are available for help. You may start self-paced courses throughout the college year from September to June. The classroom is open Monday to Friday 9:00 AM to 4:00 PM and Wednesday 6:00 PM – 9:00 PM. You can attend full or part time.

English as a Second Language (ESL) and Community Activities

This course is for new Canadians and students whose native language is not English. Students meet new people, learn about Canadian culture and community services, and participate in their community.

The ESL component focuses on speaking, listening, reading and writing skills. Students complete an English assessment before classes start. For some conversational lessons and assignments, students are grouped with other students who are studying at a similar level. ESL assignments focus on skills required in everyday situations and are adapted to the needs of students.

Dates

January 7 – March 28, 2002

Class times

Students can choose class times that suit their schedule. Class scheduling will be discussed during the first week of classes.

Adult Special Education

Workplace Skills Training Program

This part-time program is intended to prepare students to be work ready. The interests and aptitudes of students will be explored. Program objectives include developing good work habits, increasing awareness of work-site expectations and providing on-the-job experience.

Admission Requirements

Students must have learning difficulties which prevent them from taking part in mainstream courses, demonstrate an interest in securing an entry-level job and be able to function in a classroom setting. Break periods are not supervised. Students may be required to obtain a criminal record check prior to practicum placement.

How to Apply

Applications are available at the college campus.

Program Fees

Student Association Membership & Activity Fees \$67.28 subject to change

Dates

Tuesdays & Thursdays
9:00 AM – 12:00 PM

September 13, 2001 to June 20, 2002

January to June 2002

WST 114 – Developing Social Skills for Employment

Designed to teach basic social skills and behaviours needed for the workplace. The relationship between social skills and social success will be emphasized.

WST 116 – Interacting With Others at Work

Allows students to explore personality types and how they affect interactions at work and in everyday life.

WST 117 – Rights & Responsibilities

To encourage students to develop an awareness of the basic rights and responsibilities of all adults.

WST 107 – Practicum 3

Multi-Level Literacy

Computer Based Training – HOUSTON

Computer Based Training is the ultimate in flexibility for self training. Study anytime, 24 hours a day, 7 days a week. Online training is a perfect solution for employers looking to train their employees or for individuals looking for training outside offered class hours. If you are interested in taking some

of the courses mentioned below through Computer Based Training, you can make an appointment to see the Educational Advisor, who will go through an assessment to see if this learning method is appropriate for you. Once the assessment is complete and your fees are paid you will receive an ID name, password and web site to begin downloading your course information.

Below is a small list of what is available through Computer Based Training. For additional information or pricing please call the Houston campus of NorthwestCommunity College or email agoffic@nwcc.bc.ca

Please Note: The College does not provide books or instructional support for Computer Based Training.

C++ for Non Programmers
HTML 4.0
Dynamic HTML
Linux
Unix
C Programming
C++
Visual Basic 6.0
Microsoft System Management Server 1.2 & 2.0
A+ Certification
Java Programming
Net Certification
High Speed Technologies
Network+ Certification
e-Business series
Master CIW Administrator
Master CIW Site Designer
Master CIW e-Commerce Designer
Microsoft Certified Professional
Oracle and Cisco training
and many more....

For more information please contact April Goffic <agoffic@nwcc.bc.ca> Continuing Education/Contract Services/Admissions at the Houston Campus Ph 250-845-7266.

Services We Provide

Northwest Community College wants to help you pursue your educational and career goals. To do this, we provide the following educational advising and financial aid services. Call your local college centre to book an appointment.

Library

The Smithers college library is open to community members and college students alike. There is no fee for membership.

Services Offered: Library instruction, reference services, interlibrary loans, on-line research databases, internet access, study and meeting space.

Collection includes: books, periodicals, videos, CD-Roms, maps, government documents, pamphlets.

Internet Access to the college library catalogue: www.nwcc.bc.ca – click on library or on-line catalogue.

Registration & General Interest



Educational Advising

Educational Advisors are available to help you make career, educational and financial choices. They have information about individual courses, programs and schools; financial aid; the labour market; and, of course, Northwest Community College.

First Nations Access

Our First Nations Access Coordinator provides educational advising for First Nations students, cultural awareness training, monitoring for sponsored students, liaison with college staff and instructors and band education coordinators.

Services for Students with Disabilities

A range of services and/or equipment is available to assist people with disabilities pursue their educational goals. Make an appointment with our Disabilities Access Coordinator to discuss how we can make our programs accessible to you.

Career and Educational Resources

If you wish to do your own research, we have college and university calendars and application forms, BC Student Loan packages, labour market information and library resources for job search and career exploration.

Student Services

Northwest Community College students have access to all of our educational and career planning services and student support services which include tutoring, personal counselling and study skill seminars.

Prior Learning Assessment (PLA)

Knowledge gained through life experience can be valuable in pursuing your educational and career goals. NWCC programs offer flexible assessment of this knowledge, which may give you credit for specific courses. Make an appointment with our Educational Advisor for more information.

Registration Information

Four Ways to Register

Phone In

Have your Visa or MasterCard ready & call 847-4461. Receipts will be mailed out.

Walk In

Register in person at the front desk at 3966 Second Avenue. Pay by cash, cheque, debit card or credit card.

Mail In

Record important course information (Title, Date, Time) and send it in with a cheque or credit card information.. Make cheques payable to NWCC.

Fax In

Fill in the registration form and fax to NWCC at 847-4568. Payment by credit card only.

Register Early

Some classes fill quickly, so register early to guarantee your spot. Others may be cancelled if you wait too long to register.

Seniors (Age 65 or over)

Senior citizens (age 65 or over) are eligible for tuition-free enrollment in many NWCC courses subject to the following conditions: A fee paying student cannot be displaced. Seniors requesting a fee waiver will be registered conditionally and, should the class fill, be given the option of paying to retain their seat.

The waiver of course fee does not include any charges for book or and direct costs associated with some continuing education courses.

Course Cancellations

Northwest Community College reserves the right to cancel courses. Every attempt will be made to notify you by telephone in advance of any cancellations. A full refund will be processed automatically.

Withdrawals and Refunds

Continuing Education Programs & Courses Full refunds will be made only if a course is cancelled by the College or if a student withdraws from a course for medical or bereavement reasons before the course starts.

Withdrawal three days prior to class – less \$10.00 administrative fees.

Withdrawal less than three days prior to class – NO REFUND.

Special registration and refund policies apply to courses designated as NO REFUNDS. Refunds are not made after the pre-registration date unless the space can be sold to another participant. The withdrawing participant will then be refunded 100% of the fee, less a \$10.00 administration charge. Before the pre-registration date, the regular refund conditions apply.

International Cooking Series

You asked us to run it again!

Sri Lankan Food

Sri Lankan food is exotic, cooked in coconut milk, filled with spices and with a flavour that's unique in itself. Try out a mixture of spices like coriander, cumin, fennel and fennugreek in chicken and vegetable preparations using coconut milk and tamarind. All supplies are included in the cost.

Length: 3 Hours

Cost: \$32.00 + \$2.24 gst = \$34.24

Time: 6:30 PM – 9:30 PM

Date: Wednesday, February 20, 2002

Instructor: Shiranthini Hensman

Picture Framing Part 1 – Basic

This course introduces the students to the operation of a mat cutter, colour coordination, mat cutting projects including circle and oval openings in the mat, assembling a metal frame, a wood frame, qualities of mat boards and other picture framing essentials. The two main class projects are:

- ◇ Completely frame a print (single mat) in an 8" x 10" metal frame
- ◇ Completely frame a print (double mat) in an 8" x 10" wood frame
- ◇ Other exercises include projects designing and cutting decorative mats

All materials are supplied.

Length: 12 Hours

Cost: \$95.00 + \$6.65 gst = \$101.65

Dates & Times:

Sunday, March 17, 2002 9:00 AM – 5:00 PM

Monday, March 18, 2002 6:00 PM – 10:00 PM

Tanya's Gardening Courses

Hanging Baskets

Hanging baskets can be one of the most spectacular elements in the garden. To start us off we will take a tour of one of the local nurseries. This will be followed by a short lecture on the types of plants available, how successful they can be, maintenance of baskets and locating them according to the plants chosen. Then the fun begins and we will get our hands (or gloves for some) dirty and begin our basket. You will leave with the beginnings of a beautiful basket and a passion for container gardening.

Materials Supplied: One hanging basket, soil, assorted plant material and detailed information sheets on plant material.

Materials Required: Garden gloves if you prefer to use them and a location for your new basket to grow!

Instructor: Tanya Margerm, Landscape Architect

Length: 3 Hours

Cost: \$45.00 + 3.15 gst = \$48.15 (includes cost of materials)

Times: 10:00 AM – 1:00 PM

Date: Saturday, April 20, 2002



Garden Design

Some topics to be covered are:

- ◊ Design
- ◊ Sketching and drawing
- ◊ Details (materials, trellis work, furniture, pots, etc.)
- ◊ Plant choices
- ◊ Aspect and location (the right plant for the right place)
- ◊ Water Gardens

Please feel free to include any other ideas that you would like to cover.

A portion of the class will be lecture. The remainder of the time will be spent working individually with each person to develop his or her design. Reference material and book lists will be supplied.

Materials Supplied: Trace paper to be used during studio workshops.

Materials Required: Please bring an assortment of felt pens, coloured pencils, pencils and any other drawing materials you enjoy. In addition, a measured drawing of your proposed design area. You can acquire a measured drawing of your lot at the local municipal office. Incorporate any major items on the property such as buildings, trees and fence lines in your drawing.

Length: 16 hours

Cost: \$160.00 + \$11.20 gst = \$171.20

Course Times & Dates:

Mondays & Wednesdays, May 6, 8, 13 & 15
7:00 PM – 10:00 PM
Saturday, May 11
9:00 AM – 1:00 PM

Instructor: Tanya Margern, Landscape Architect

Garden Tours

In the summer months many of us look to garden after garden marveling at the beautiful scene. This summer you can take a walk with me and discover how these gardens come about and why they are so successful. We will discuss plant choices, design styles and construction techniques. During the walk we will discuss any questions that you have and try and find some examples of possible solutions. Come for a stroll through the gardens of Smithers.

Materials required: Good walking shoes.

Length: 3 Hours

Cost: \$30 + \$2.10 gst = \$32.10

Time: 9:00 am – 12:00 noon

Date: Saturday, June 29, 2002

Instructor: Tanya Margern, Landscape Architect

Apple Trees

Fruit Tree Grafting and Pruning Workshop

Participate in Bruce Haskin's legacy to the Hazeltons and the Bulkeley Valley. Learn how an apple tree grows and how to develop your own apple trees. Bruce is formerly an orchard apple and nursery worker from the Okanagan.

He will share his knowledge on the following topics: choosing root stock, budding, orchard layout, variety selection, harvesting and preserving, soils, tree training, pruning, renewing old trees and encouraging a good grade of apple.

Instructor: Bruce Haskins

Length: 14 Hours

Cost: \$46.73+ 3.27 gst = \$50.00 (includes cost of materials) or \$14.02 + \$0.98 gst = \$15.00 for the second member of a family

Dates & Times:

Friday, March 15, 2002, 7:00 pm – 9:00 pm
Saturday, March 16, 2002,
9:00 am – 5:00 pm
Sunday, March 17, 2002, 9:00 am – 12:00 pm

Carol's Short Hort Courses!

Pruning and Maintenance of Flowering Shrubs – From Azalea to Liacs to Roses

This session would include theory, timing, pruning and training styles, organic disease and insect control, as well as fertilizers and amendments. Shrub varieties and winter protection would also be discussed. Hedging could be addressed if there is interest.

Length: 3 Hours

Cost: \$32.00 + \$2.24 gst = \$34.24

Time: 10:00 am – 1:00 pm

Date: Saturday, June 8, 2002

Instructor: Carol Ponchet-Cassidy
Horticulturist

The Bountiful Harvest of the North

– Pruning and Maintenance of Small Fruits
This session would include theory, pruning and training styles, pollination requirements, organic disease and insect control as well as fertilizers and amendments. Small fruit varieties and winter hardiness and protection would also be addressed.

Length: 3 Hours

Cost: \$32.00 + \$2.24 gst = \$34.24

Time: 10:00 am – 1:00 pm

Date: Saturday, June 15, 2002

Instructor: Carol Ponchet-Cassidy
Horticulturist

A Healthy Garden from Start to Finish

– From Annuals and Perennials to Shrubs and Trees

This more general workshop on garden health would address annuals, perennials, shrubs and trees. It would include such topics as soil requirements, drainage, mulches and amendments, winter protection and site specific planting. Organic approaches to disease and insect control could also be discussed.

Length: 3 Hours

Cost: \$32.00 + \$2.24 gst = \$34.24

Time: 10:00 am – 1:00 pm

Date: Saturday, June 22, 2002

Instructor: Carol Ponchet-Cassidy
Horticulturist

Summer Budding on Fruit Trees – From Apples to Cherries to Plums

The two different types of summer budding would be addressed, namely Chip (or Shield) budding and T-budding. The techniques for both would be explained and demonstrated. There would also be some attention to the theory of how budding works. The discussion would also cover the benefits of budding, such as improved pollination. Timing and equipment needs as well as rootstocks would also be covered.

Length: 3 Hours

Cost: \$32.00 + \$2.24 gst = \$34.24

Time: 10:00 am – 1:00 pm

Date: Saturday, July 20, 2002

Instructor: Carol Ponchet-Cassidy
Horticulturist

The Business of Horse Breeding and Marketing

A weekend seminar on the business end of breeding horses and marketing them. Barb Beaton, owner of Camenae Farms in Langley, will put on a six to eight hour course on setting up a realistic business plan for a horse breeder. Barb teaches business planning at Kwantlan College in the Equine Program, she also runs a breeding farm herself as owner of the throughbred stallion Musing.

Other speakers will be Jay Broost, Elizabeth Laska and Dr. Brit Mills. Jay Broost is from Twin Falls, Idaho. He is involved with the American Society of Equine Appraisers and he teaches the course that certifies equine appraisers. Elizabeth Laska operates "Equine Media Productions". She will speak on the use of multi media in marketing the horse. Dr. Mills will present the pros and cons of the use of artificial insemination in breeding.

Cost: TBA

Dates: Friday – Sunday, February 22 – 24, 2002

Breeding Decisions and Managing the Young Horse

Our keynote speaker for this course is Bill Crawford, DVM who is a board certified equine surgeon from Innisfail, AB. He will be speaking on developmental problems in the young horse. The focus will be on causes, treatment and prevention. Specific topics will include crooked legs (angular limb deformities), contracted tendons, OCD and others. There will be information on nutrition and management of the young horse that will be useful to breeders of all levels and disciplines.

In addition, we will have Mike O'Neil, a certified farrier speaking on foot care in the young horse. We will have a member of the Canadian Warmblood Society speaking on breeding choices for warmbloods. confirmation, the inspection and approval process, and registration. We also have a reining breeder who will speak on breeding, selection and confirmation of the reining horse.

Cost: TBA

Dates: Saturday and Sunday, April 13 – 14, 2002

Pathways to Excellence

Peter Usher has been a performance enhancement consultant to high performance athletes for twenty years. He will share with you how athletes use mental skills and preparation procedures to achieve excellence in sport and in their lives. This course is invaluable for coaches and athletes of all sports. Peters clients have achieved performance excellence at the Olympic, Asian Pan American and Commonwealth Games. He is a master course conductor for Canada's National Coaching Certification Program. This course is valued for 16 hours continuing education for NCCP coaches.

Cost: TBA

Times: 8:30 am – 4:30 pm

Dates: Saturday and Sunday, March 23 – 24, 2002