

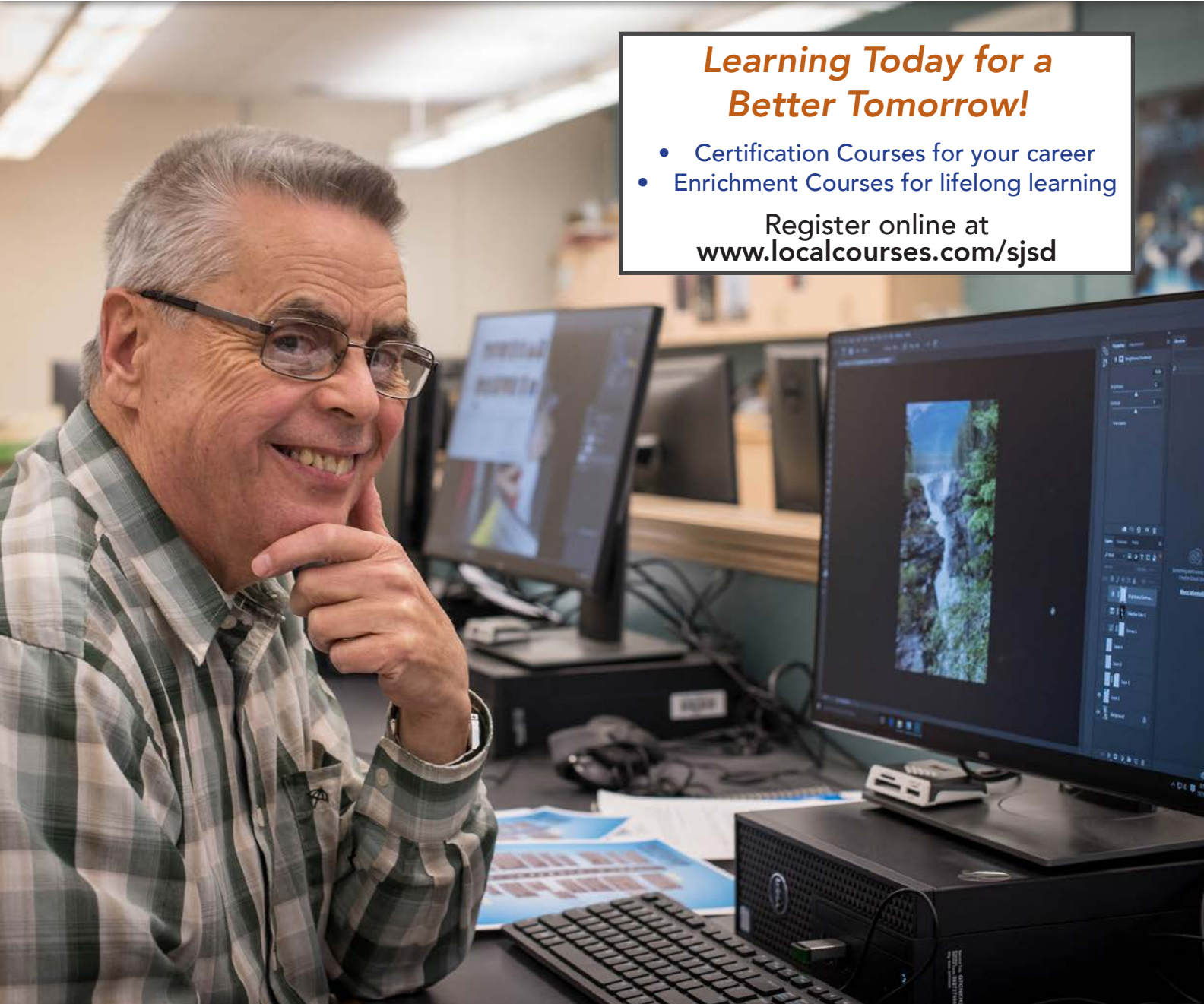
Continuing Education

Fall 2018

*Learning Today for a
Better Tomorrow!*

- Certification Courses for your career
- Enrichment Courses for lifelong learning

Register online at
www.localcourses.com/sjsd



St. James-Assiniboia School Division
www.sjasd.ca/programs/coned



Fall 2018 Session



Welcome to the St. James-Assiniboia
Continuing Education Fall 2018 Session
www.sjasd.ca/Programs/Coned

*"You'll never know everything about anything,
especially something you love."*

- Julia Child

After the relaxing, fun-filled days of summer, we are often left wondering how to fill our time and keep our minds active during the fall and winter months. We invite you to look at the many new courses we are offering this fall. They include: kickboxing/barre with Lorna, acrylics painting using a palette knife, numerology, Swedish, Finnish, recycled denim, encaustic art (hot wax painting) and much more. Whether you like arts/crafts, learning a new language, updating your computer skills, exercising, or relaxing, we have many different courses that fit the needs of various age groups. Our full-time programs provide students with hands-on learning for transition to a new career path. We offer Health Care Aide, Health Unit Clerk, Educational Assistant, Veterinary Hospital Office Assistant and Taxi Cab Driver Training Program. Our instructors are experts in their respective fields and ensure you receive the most up-to-date information and training. Come and join us to begin your adventure of learning.

Wanda Taylor, Manager

Table of Contents

Certificate Courses

Online Education	Page 3, 4
Career and Employment	Page 5, 6

Enrichment Courses

Arts	Page 6, 7
Business	Page 7
Computers	Page 8
Crafts.....	Page 9
Finances	Page 9
Fitness	Page 10
Health and Wellness	Page 11
Languages	Page 11,12
Leisure	Page 12,13
Personal Devices	Page 13
Registration Form	Page 14



Fitness

Page 10



Languages

Page 11 and 12



Leisure

Page 12 and 13

APPLICATION PROCESS FOR IN-CLASS CERTIFICATE PROGRAMS

Please provide the following documentation:

- Grade 12 transcript or equivalent
- Current certificates for any related course
- Language Proficiency Level, if English is not your first language
- Current immunizations (if required)
- Criminal Record and Adult/Child Abuse Registry check (if required)

A \$300 administration fee (non-refundable) is required at time of registration. Those applying for student loans or other funding must provide complete documentation as soon as possible. Criminal Record Check - The cost is approximately \$45. Please go to Police Headquarters at 245 Smith Street. Child Abuse and Adult Abuse Registry Check - the cost is approximately \$20 each. Child Abuse Records Office at 777 Portage Ave. Immunizations and Letter from your Doctor/Chiropractor. The cost is approximately \$150. Please see your personal health care professional.

Please call (204) 832-9637 or email coned@sjsd.net for more information.

5 Easy Ways to Register for Enrichment Courses

- 1. Register Online:** Enroll instantly at www.localcourses.com/sjsd with a Mastercard or Visa. Your credit card security is guaranteed. Registration will be confirmed and the credit card details will be removed.
- 2. Call 204-832-9637:** Payment by credit card. When you phone-in, please have your credit card and expiration date ready.
- 3. Fax your registration 204-888-0945:** Fax the registration form with your credit card information.
- 4. Mail the registration form:** Mail the registration form provided in this brochure with payment to St. James-Assiniboia Continuing Education, 470 Hamilton Avenue, Winnipeg, MB., R2Y 0H4.
- 5. Walk-in:** John Taylor Collegiate, 470 Hamilton Ave., (Side Entrance, 2nd Floor) during office hours.

Cheques are payable to St. James-Assiniboia Continuing Education. Visa and Mastercard credit card payments are acceptable.

DOES YOUR OFFICE OR COMPANY NEED TRAINING?

- SUPERVISION ESSENTIALS
 - FUNDAMENTALS OF BUSINESS ACCOUNTING
- INTRODUCTION TO BLOGGING
- CERTIFIED FOOD HANDLERS TRAINING
 - CPR
 - WEVAS

CANCELLATION POLICY

Full refunds will be issued if a cancellation is provided, in writing, **five** working days before the beginning of a course. Refunds will not be granted for cancellations received after this time. A full refund will be provided for courses cancelled by the Continuing Education Program. Application fees are non-refundable.



[www.sjasd.ca/
programs/coned](http://www.sjasd.ca/programs/coned)

St. James-Assiniboia Continuing Education

OPEN HOUSE

Thursday, March 14, 2019

6:30-8:00 pm.

470 Hamilton Avenue

2nd Floor East Entrance (by parking lot)

Join us on Thursday, March 14 to learn more about our Certificate and Enrichment courses and ask us questions about your career.

Email: coned@sjsd.net Phone: 204-832-9637 Fax: 204-888-0945

Call 204-832-9637 to register by phone

Certificate Courses

Online Education

St. James-Assiniboia Continuing Education has collaborated with **UGotClass** to offer relevant and practical online certificates and courses taught by outstanding teachers who are subject matter experts. All courses are certificate programs, however individual courses are also available. Classes are tailored to enhance your career knowledge and expand your professional horizons. Participate anytime day or evening, from any computer. Dates for individual courses can be found by visiting www.localcourses.com/sjsd. Online Courses are frequently being offered. All modules must be completed to receive the certificate.

SOCIAL MEDIA FOR BUSINESS CERTIFICATE \$649 UGC1-19

- Introduction to Social Media UGC1A-19
- Marketing Using Social Media UGC1B-19
- Integrating Social Media in Your Organization UGC1C-19
- Individual Courses \$259

CERTIFICATE IN PROJECT MANAGEMENT \$649 UGC2-19

- Introduction to Project Management UGC2A-19
- Project Management Processes UGC2B-19
- Project Management Knowledge Areas UGC2C-19
- Individual Courses \$259

DIGITAL MARKETING CERTIFICATE \$649 UGC3-19

- Improving Email Promotions UGC3A-19
- Boosting Your Web Site Traffic UGC3B-19
- Online Advertising UGC3C-19
- Individual Courses \$259

CERTIFICATE IN TEACHING ONLINE \$649 UGC4-19

- Advanced Teaching Online UGC4A-19
- Designing Online Instruction UGC4B-19
- Fostering Online Discussion UGC4C-19
- Individual Courses \$259

MANAGING SOCIAL MEDIA PLATFORMS \$649 UGC5-19

- Twitter \$259 UGC5A-19
- Facebook for Business \$319 UGC5B-19
- LinkedIn \$259 UGC5C-19

ENTREPRENEURSHIP CERTIFICATE \$649 UGC6-19

- Entrepreneur Boot Camp UGC6A-19
- The Business Plan UGC6B-19
- Entrepreneurial Marketing UGC6C-19
- Individual Courses \$259

CERTIFICATE IN DESIGNING WEBINARS \$449 UGC7-19

- Designing Successful Webinars UGC7A-19
- Managing & Marketing Webinars UGC7B-19
- Individual Courses \$259

CERTIFICATE IN PRESENTATION MEDIA \$649 UGC8-19

- Prezi UGC8A-19
- Photoshop for Presentations UGC8B-19
- Graphic Design for Visual Presentations UGC8C-19
- Individual Courses \$259

CERTIFICATE IN BASIC GAME DESIGN \$519 UGC9-19

- Introduction to Game Design UGC9A-19
- Intermediate Video Game Design UGC9B-19
- Individual courses \$319



CERTIFICATE IN WEB DESIGN \$779 UGC10-19

- Introduction to Web Design UGC10A-19
- Intermediate Web Design UGC10B-19
- Advanced Web Design UGC10C-19
- Individual Courses \$319

STRESS MANAGEMENT \$189 UGC11-19

- Unit 1: Defining the Stress Monster
- Unit 2: How our views or beliefs help or hinder our stress
- Unit 3: Positive Psychology
- Unit 4: Ways to Reduce Stress

CERTIFICATE IN TEACHING ADULTS \$389 UGC12-19

- Unit 1. How Adults Learn
- Unit 2. Tackling Learning Styles
- Unit 3. Generational Learning Styles
- Unit 4. How to Prepare for your Course
- Unit 5. Discovering and Involving Your Participants
- Unit 6. Ways to Vary Your Teaching Techniques
- Unit 7. Great Presentation Techniques
- Unit 8. Improving Your Teaching

CERTIFICATE IN SALES \$389 UGC13-19

- Strategic Selling with Social Media UGC13A-19
- Getting Started in Sales UGC13B-19
- Power Selling UGC13C-19
- Individual Courses \$259

Online Education

CERTIFICATE IN LEARNING STYLES \$519 **UGC14-19**
 Students with ASD (Autism Spectrum Disorder) UGC14A-19
 Gender in the Classroom UGC14B-19
 Generational Learning Styles UGC14C-19
 Individual Courses \$189

MANAGEMENT CERTIFICATE \$779 **UGC15-19**
 Management Boot Camp \$389 UGC15A-19
 Collaborative Management \$319 UGC15B-19
 Managing Generations in the Workplace \$229 UGC15C-19

SUPERVISORY AND LEADERSHIP CERTIFICATE \$519 **UGC16-19**
 Unit 1. The Role of the Supervisor
 Unit 2. The Role of the Supervisor - Conclusion
 Unit 3. Delegation and Employee Engagement
 Unit 4. Delegation and Employee Engagement - Conclusion
 Unit 5. Performance Management
 Unit 6. Performance Management – Conclusion
 Unit 7. Writing and Delivering Performance Reviews
 Unit 8. Writing and Delivering Performance Reviews- Conclusion

PRESENTATION SKILLS CERTIFICATE \$649 **UGC17-19**
 Powerful Presentations and Effective Speaking Techniques UGC17A-19
 Presentation Skills UGC17B-19
 Effective Electronic Presentations UGC17C-19
 Individual Courses \$259

COMMUNICATING WITH INTERNATIONALS \$259 **UGC18-19**
 Unit 1: Meeting the challenges
 Unit 2: Creating a successful conversation
 Unit 3: Adapting to the Individual
 Unit 4: Benefitting from Diversity

PODCASTING \$245 **UGC19-19**
 Unit 1: Starting a Podcast for Businesses or Pleasure
 Unit 2: Setting-up your Show
 Unit 3: Recording Your Podcast
 Unit 4: Marketing and Promoting Your Podcast

MOBILE MARKETING CERTIFICATE \$779 **UGC20-19**
 Introduction to Mobile Marketing \$259 UGC20A-19
 Creating Cell Phone Apps for Your Business \$319 UGC20B-19
 Advance Mobile Marketing \$319 UGC20C-19

LEGAL OFFICE ASSISTANT \$319 **UGC21-19**
 Unit 1: Introduction to Law & Legal Systems
 Unit 2: Legal office procedures
 Unit 3: Client management
 Unit 4: Legal research & writing

IDENTITY THEFT \$259 **UGC22-19**
 Unit 1: Personal Identity Security
 Unit 2: Workplace Culture of Security
 Unit 3: Personal Identity Action Plan
 Unit 4: Workplace Identity Action Plan

QUESTIONS & ANSWERS

- Q:** Can anyone register for this course?
A: Yes, anyone can take the course, as long as you have access to a computer.
- Q:** Does the 32 average hours refer to each unit, per week, or the whole course?
A: The hours are for the entire course. On average, you have one month to complete each module.
- Q:** Is the whole course done online, or would I also have to go to school?
A: The entire course is completed online.
- Q:** How do I access the courses?
A: Once you register, you will be emailed an invitation to the classroom the Wednesday before the class begins. Then you will need to click to accept the invite, and from there, set up a password to access the online classroom.
- Q:** Am I able to take only a specific course rather than the entire program?
A: Yes, individual courses are available.
- Q:** When do I receive my certificate?
A: Your certificate will be mailed directly to you from our course provider upon completion of the certificate program.
- Q:** Can I register after the course has started?
A: Yes. We can accept registrations up to the first Friday after the course has begun.

Please call our office 204-832-9637 if you have any further questions.



VIDEO MARKETING CERTIFICATE \$519 **UGC24-19**
 Video Marketing UGC24A-19
 YouTube for Business UGC24B-19
 Individual Courses \$319

SIX SIGMA GREEN BELT CERTIFICATE \$649 **UGC25-19**
 Introduction to Six Sigma Green Belt UGC25A-19
 Intermediate Six Sigma Green Belt UGC25B-19
 Advanced Six Sigma Green Belt UGC25C-19
 Individual Courses \$259

LEAN SIX SIGMA CERTIFICATE \$319 **UGC26-19**
 Unit 1: Introduction to Lean and Six Sigma
 Unit 2: Lean Six Sigma Project Management
 Unit 3: Measurement Techniques
 Unit 4: Analysis and Improvement Techniques

Career and Employment

HEALTH CARE AIDE

Students are trained to become health care workers. Graduates work with hospital patients, personal care home residents, or home care clients to meet their physical, emotional, and social needs. Course includes: growth and development, gerontology, activities of daily living, care of the chronically ill, communications, medical terminology, anatomy and physiology. There are some Saturday and evening requirements. There are two 120-hour practicums. 620 Hours

Full Time Program

August 27, 2018 to January 10, 2019

Monday to Friday 9:00 am. - 3:00 pm.

Selected Saturdays 9:00 am. - 4:00 pm.

Part Time Program

September 5, 2018 to June 12, 2019

Monday and Wednesday's 6:00 - 9:30 pm.

Selected Saturdays 9:00 am. - 4:00pm.

Full Time Program

January 21, 2019 to June 12, 2019

Monday to Friday 9:00 am. - 3:00 pm.

Selected Saturdays 9:00 am. - 4:00 pm.

\$3095.00

HEALTH UNIT CLERK

Students are trained in the health care delivery system. Course includes maintaining patients and unit records, medical terminology, processing physician orders, diagnostic and laboratory orders, managing unit supplies, CPR, Non-Violent Crisis Intervention and MS Office 2016. There are some Saturday and evening requirements. 160-hour practicum

Full Time Program

January 7, 2019 to May 13, 2019

Monday to Friday 9:00 am. - 1:30 pm.

Selected Saturdays 9:00 am. - 4:00 pm.

\$3295.00

MEDICAL TERMINOLOGY

This intensive course teaches the basic elements of medical terminology, diagnostic tests, abbreviations and some pharmacology related to body functions, structures and health care systems. Body systems and human anatomy will be reviewed. Textbooks provided.

Tuesdays & Thursdays (17X)

September 6 to November 1

6:00 - 9:30 pm.

FCA2M-18 (JT)

\$425.00

Mary-Grace Teroro-Wilson

WEVAS - WORKING EFFECTIVELY WITH VIOLENT/AGGRESSIVE STUDENTS

Do you work with people who may become anxious, agitated, aggressive or even violent? WEVAS is a program designed to help develop and improve communication skills used to enable these people to return to their optimal state.

Wednesdays (2X) October 17 and October 24
6:00 - 10:00 pm. FCA9-18 (JT)

\$129.00

Barry Wolfe



HEALTH UNIT CLERK CERTIFICATE PROGRAM

"The Health Unit Clerk course is nothing short of amazing. The cost is extremely low compared to all Winnipeg colleges, almost half the price of many of them. Class sizes are small allowing for productive communication between the students and teacher. The teachers are fantastic, kind, and caring. They want all of the students to succeed in their chosen fields, to have the tools required to prosper in their career. No one gets left behind. And beyond that, the practicum placements and preceptors are wonderful.

I can't think of a better place to have done my diploma." - Harlan, April 2018

EDUCATIONAL ASSISTANT

Students are trained to work with children who have special needs or behavioural challenges at all grade levels. Course includes the role of the Educational Assistant in schools, special needs and behaviour theory, instructional techniques, observation and record keeping, Standard First Aid, Non-Violent Crisis Intervention and MS Office. There will be two 50-hour practicums, held Monday-Friday during school hours. Selected evenings and Saturday classes are scheduled.

Part Time Program

September 6, 2018 to June 12, 2019

Tuesday and Thursdays 6:00 - 9:30 pm.

Selected Saturdays 9:00 am. - 2:00 pm.

\$3295.00

VETERINARY HOSPITAL OFFICE ASSISTANT

The Veterinary Assistant is an integral part of the veterinary team. Students will gain all of the required skills and training to work in the animal care field with large or small animals. The program includes Introduction to Veterinary Pharmacology, Medical Terminology, General Clinical Procedures, Small Animal Behaviour, Nutrition, Office Procedures, Accounting, Sales/Marketing and much more. A graduate may find opportunities within the animal sciences field as a front office person, office manager or assisting veterinarians in clinics/hospitals, pet stores, shelters, etc.

Full Time Program

September 17, 2018 to May 30, 2019

Monday to Friday 1:30 - 5:30 pm.

\$4895.00

Visit us online to learn more about the St. James-Assiniboia Continuing Education Program
www.sjasd.ca/programs/coned

Career and Employment

FOOD SAFE - CERTIFIED FOOD HANDLERS TRAINING

Do you want to work in the food service industry? The City of Winnipeg Food Handlers Certificate is required for employees handling food who have contact with the public. Food Safe is able to accommodate special needs for English as an Additional Language, literacy, hearing and visual challenges.

Saturday October 20 FCA5-18 (JT)

Saturday November 17 FCA8-18 (JT)

Saturday January 19 FCA16-18 (JT)

9:30 am. - 4:30 pm.

\$89.00 Lesly Andrews

\$17 (optional) manual fee pd. to instructor

TAXICAB DRIVING TRAINING PROGRAM

Driving a taxi, limo or executive car provides employment opportunities with flexible hours. Must pass an English Assessment test before booking into the Taxicab Driver Training Program. Training includes; geography, map reading, route planning, quality customer service and defensive driving. Must attend all classes in full prior to writing exam. English Assessment tests are held every Tuesday at 8:00 a.m. sharp at the Continuing Education office, 470 Hamilton Ave. Call 204-832-9637 to book an appointment. English Assessment Test \$15

Taxicab Driver Training Program \$300

PALLIATIVE CARE WORKSHOP

Palliative care is much more than applying comfort measures as one approaches end-of-life. It is a continuum of care that incorporates quality communication, cross cultural competency, and bereavement support. During this workshop, you will learn about the reasons why we live in a death-denying society, advance care planning and how to better communicate with those who are approaching end-of-life or grieving.

Wednesday November 14 FCA6-18 (SHC)

Wednesday January 16 FCA14-18 (SHC)

6:30 - 9:30 pm.

\$29.00

Mike Goldberg

Enrichment Courses

Arts

MORE THAN JUST A PAINT NIGHT - BIRDS ON A WIRE **NEW!**

Come out for three evenings of fun to learn some basic acrylic techniques. There will be a variety of bird species to pick from and you can choose your colours to match your décor. Everyone is welcome -no drawing/painting experience required. Material list provided.

Wednesdays (3X) September 19 to October 3
6:30 - 8:30 pm. FFC2-18 (JT)

\$49.00 Karen Franklin

MORE THAN JUST A PAINT NIGHT - DRAGONFLY ON A PATCH OF DAISIES **NEW!**

Come out for three evenings of fun to learn some basic acrylic painting techniques. Paint a whimsical dragonfly on a clump of daisies and choose your colours to match your décor. Everyone is welcome. No drawing or painting experience required. Material list provided.

Mondays (3X) January 7 to January 21
6:30 - 8:30 pm. FFC14-18 (JT)

\$49.00 Karen Franklin

ACRYLICS FOR BEGINNERS

Join us for fun and learning and take home a completed picture at the end of the session. This experienced art instructor will teach you techniques for working effectively with acrylic paint to create and develop your own artistic work. Material list and discount coupon provided at first class.

Tuesdays (6X) October 16 to November 20
7:00 - 9:30 pm. FFC7-18 (SHC)

\$65.00 John F. Smeulders



ACRYLICS USING A PALETTE KNIFE - CITYSCAPE **NEW!**

Using a palette knife, learn to create texture and interest to your abstract cityscape acrylic painting. For added glamour you will learn how to add gold leaf. You will need 16x20 canvas, acrylic paints, red, black, teal and white, Gold Leaf flakes. Bring your brushes, water container, white graphite paper, pencil, eraser and palette knife.

Mondays (2X) October 15 and October 22
6:30 - 9:30 pm. FFC6-18 (SHC)

\$35.00 Anastasia Spiridakos

Our brochure is available online with secure registration and confirm capabilities.
www.localcourses.com/sjsd

DRAWING WITH CONFIDENCE

Learn the basics of drawing, line form and proportion. The instructor will guide you in working with pencil, charcoal, charcoal pencil, conté and colour pencil. You will explore a variety of paper types and learn to draw still life, photographs and portraits. Use finishing techniques to make your drawing into a work of art. Material list provided.

Tuesdays (6X) October 9 to November 13
6:00 - 8:30 pm. FFC5-18 (JT)

\$65.00 Karen Franklin

REGISTER EARLY!
Courses may fill up quickly!

MIXED MEDIA ART - JOY CHRISTMAS TREE **NEW!**

Create your own lighted Christmas tree using mixed media with acrylic paints and interesting materials like buttons, LED lights, and more. You will be able to take this painting home for display over the Christmas season. You will need the following supplies: 16X20 canvas, Acrylic paints, deep mid-night blue & white. Bring your brushes, water container, white graphite paper, pencil, eraser stylus, Snow-Tex decorative snow texture, decorative buttons and mini stars for tree decorations, LED mini string lights (25 light strands), and a glue gun to adhere the snowflakes.

Mondays (2X) December 3 and December 10
6:30 - 9:30 pm. FFC13-18 (SHC)

\$35.00 Anastasia Spiridakos

Arts

INK & WATERCOLOUR PAINT & PENCILS

Explore this art medium to craft a beautiful painting using fine details and texture with fine pens and enhanced by added colour with watercolour paint. You will also experiment with additives to the paint to create interesting effects. This combination of techniques and mediums is suitable for many subject matters. Material list provided.

Wednesdays (5X) November 14 to December 12
6:00 - 8:30 pm. FFC10-18 (JT)
\$55.00 Karen Franklin



INTRODUCTION TO WATERCOLOURS

Watercolour is a wonderful medium for creating works of fine art and illustrations. This course is an opportunity to experience a variety of watercolour techniques such as wet and dry method, washes, blends and masking. In this class students will develop their colour mixing skills by understanding the use of transparency to create a beautiful picture filled with vivid colours. Material list and discount coupon provided at first class.

Wednesdays (6X) October 3 to November 7
7:00 - 9:30 pm. FFC3-18 (SHC)
\$65.00 John F. Smeulders

WATERCOLOURS - INTERMEDIATE

Watercolour is a wonderful medium for creating works of fine art and illustrations. Join us for the next level to gain more knowledge and confidence with a variety of watercolour techniques. Material list and discount coupon provided at first class.

Tuesdays (6X) January 8 to February 12
7:00 - 9:30 pm. FFC15-18 (SHC)
\$65.00 John F. Smeulders

INTRODUCTION TO PORTRAIT DRAWING

Learn how to approach the challenges of drawing portraits, both live and from photographs, where a good likeness is all important. Through demonstrations and hands-on work, you will learn techniques for using graphite (pencil), charcoal pencil and conté. Materials required: 6 x 16" x 20" drawing paper, charcoal pencils and 2B and 4B pencils.

Thursdays (6X) October 4 to November 8
7:00 - 9:30 pm. FFC4-18 (SHC)
\$65.00 John F. Smeulders

INTRODUCTION TO ENCAUSTIC ART

Discover this new art form. Encaustic painting is also known as hot wax painting. Come out and learn how to use wax, its history and create a small painting using this beautiful medium. You will need the following supplies: 8X10 wooden panel and an 8X10 canvas board (bought at the Dollar store), Paraffin wax, box of crayons, hog bristle brushes from a hardware store 2" & 3" and a heat gun.

NEW!
Mondays (2X) January 14 and January 21
6:30 - 9:30 pm. FFC16-18 (SHC)
\$35.00 Anastasia Spiridakos

Business

SUPERVISION ESSENTIALS

Develop the tools you need to manage effectively. Topics include: team building, communication skills, leadership styles, performance appraisals, progressive discipline and much more. This course contains very valuable material for new supervisors and managers.

Tuesdays (2X) September 25 and October 2
6:30 - 9:30 pm. FBU4-18 (SHC)
\$35.00 Melissa Flanagan

RESUMES THAT WORK

Get on the right track for your job search! The first step is to write an effective resume that will open doors. Draft a more interesting and functional resume. Great advice for all ages! Bring a memory stick to save your resume.

Thursday November 1
6:30 - 9:30 pm. FBU10-18 (JT)
\$25.00 Melissa Flanagan

INTERVIEW SKILLS SEMINAR

Learn how to compose yourself in an interview and answer those difficult and challenging questions. This course will prepare you for a successful job interview.

Wednesday November 7
6:30 - 9:30 pm. FBU14-18 (JT)
\$29.00 Melissa Flanagan

CREATE BLOGS THAT GET NOTICED

Are you new to the social media world? Blogging is a platform where you can express yourself and let your expertise and passion show. This class will show you how to set up a blog using Word-Press, create its content and develop your business or personal community.

Thursday September 27 FBU6-18 (JT)
Thursday January 24 FBU20-18 (JT)
6:30 - 9:30 pm.
\$25.00 Ianthe Warner

FUNDAMENTALS OF BUSINESS ACCOUNTING

This course is designed for a quick overview of basic accounting concepts, terminology and procedures. Understand debits, credits and practice how to record journals, ledgers and create simple financial statements.

Tuesdays (5X) October 9 to November 6
6:30 - 9:30 pm. FBU7-18 (SHC)
\$95.00 Valerie Taylor

BUSINESS ACCOUNTING - LEVEL 2

Build on the concepts you learned in the Fundamentals of Business Accounting course. You will take a more in-depth look at financial statements and expand on merchandising, including cost of goods sold and accounts receivables. You will learn to produce more complex financial statements and work with ratios to analyze those statements.

Tuesdays (5X) January 8 to February 5
6:30 - 9:30 pm. FBU16-18 (SHC)
\$95.00 Valerie Taylor

SMALL BUSINESS START-UP AND DEVELOPMENT

If you're thinking about starting your own business, this course will teach you the steps from start-up to development. Topics include: legal structures of business, licenses and name registration, market research, business plan development, financing, sales, customer service, taxation (GST/PST, income taxes), basic financial reports, insurance, contracts, projecting revenue, risk management, marketing and promotion (including Internet presence).

Tuesdays (4X) November 6 to November 27
6:30 - 9:30 pm. FBU12-18 (SHC)
\$79.00 Selene Paul

The instructor had considerable real world experience which enhanced the course.
- Dennis

Computers

WINDOWS 10

Windows 10 is here! This course will prepare you to work with this new and innovative operating system. Learn the basics like finding your way around the operating system, Start menu, desktop, file management and much more. Upon successful completion of this course, you will be able to perform basic work-related tasks.

Tuesdays (4X) September 18 to October 9
6:30 - 9:30 pm. FCO1-18 (JT)
\$75.00 Marny Bennett

MS OFFICE 2016 - INTRODUCTION

Learn introductory hands-on skills in Word, Excel and Power Point. Word skills include tools, tables, tabs and mail merge. Excel skills include tips for entering data, formulas, functions and charts. Power Point skills include creating presentations with pictures and animation. Please bring a memory stick.

Wednesdays (6X) October 17 to November 21
6:30 - 8:30 pm. FCO8-18 (SHC)
\$79.00 Marny Bennett

INTRODUCTION TO THE MAC

Familiarize yourself with components and jargon. You will be introduced to the operating system and learn to work in this user-friendly environment. Students will learn to double-click, make a new folder, cut, copy/paste, customize the computer, and much more!

Mondays (3X) October 1 to October 22
6:30 - 9:30 pm. FCO3-18 (SHC)
\$65.00 lanthe Warner

SOCIAL MEDIA FOR BOOMERS

Social media is not just for teenagers. Social media is the fastest growing personal communication tool that reaches almost anywhere in the world. If you are afraid to ask those questions that everyone else just seems to know, then this class is a must. We cover Facebook, Twitter, Skype and FaceTime so that you can keep in touch with your family throughout the world.

Thursdays (2X) October 4 and October 11
6:30 - 8:30 pm. FCO6-18 (SHC)
\$35.00 Troy Vezina



CREATING AND SHARING YOUR OWN PHOTO SLIDESHOW

Do you have lots of photos on your iPhone or iPad? Not sure how to get them off your device to share them? Come and learn how to make a slideshow with your photos so you can share them with family and friends via e-mail, text message or on a website. Please bring your iPhone or iPad with photos to class.

Mondays (2X) September 24 and October 1
6:30 - 8:30 pm. FCO2-18 (SHC)
\$35.00 Troy Vezina

RESTORING OLD PHOTOGRAPHS DIGITALLY

Do you have faded family photos that you love? Discover how to restore photos to their old glory. In just a few hours, learn simple computer techniques that will have you restoring those beautiful photographs. Makes lovely gifts for birthdays, anniversaries or Christmas.

Tuesdays (2X) January 22 and January 29
6:30 - 8:30 pm. FCO15-18 (SHC)
\$35.00 Mark Kutcy



COMPUTER BASICS

Computer skills for the absolute beginner! Learn about the Windows Operating System, word processing, file management, internet and e-mail.

Thursdays (4X) October 4 to October 25
6:30 - 9:30 pm. FCO7-18 (JT)
\$75.00 lanthe Warner

COMPUTER BASICS, THE NEXT STEP

Enhance your basic computer knowledge and build upon the topics covered in Computers Basics class. Students will have the opportunity to practice skills in a lab setting and learn more about Windows, word processing, email and the Internet. Please bring a memory stick.

Thursdays (4X) November 1 to November 22
6:30 - 9:30 pm. FCO10-18 (JT)
\$75.00 lanthe Warner

MS EXCEL 2016 FOR THE ABSOLUTE BEGINNER

Are you interested in learning about Excel or upgrading your skills on new version of Excel? Begin with the Basics! Learn how to create, save, share and print worksheets that contain various kinds of calculations and formatting.

Wednesdays (2X) October 3 and October 10
6:30 - 9:30 pm. FCO4-18 (JT)
\$69.00 lanthe Warner

MS EXCEL 2016 THE NEXT STEP

Excel with Excel! Learn how to use tools for analysis and presentation of data. You will also be able to manage complex workbooks, build more complex functions, use data analysis tools, chart and presentation features and collaborate with other users.

Wednesdays (2X) November 7 and November 14
6:30 - 9:30 pm. FCO11-18 (JT)
\$69.00 lanthe Warner

MS EXCEL 2016 ADVANCED

Expand your knowledge with this popular spreadsheet program. Learn advanced functions and formulas, how to import and work with data, how to export data to use in other programs. You will also be working with macros, forms and pivot tables.

Saturday December 8
9:30 am. - 3:30 pm. FCO13-18 (JT)
\$69.00 lanthe Warner

PUBLISHER 2016

Learn to create newsletters for family, friends, community, associations or clubs. The instructor will guide you step-by-step through this popular desktop publishing application from Microsoft. Emphasis will be placed on page layout and design. Come out for a fun learning experience.

Wednesdays (4X) November 14 to December 5
6:30 - 9:00 pm. FCO12-18 (SHC)
\$75.00 Richard Magil

KEYBOARDING

This hands-on course is a great way for a novice or experienced user to improve their speed and accuracy in typing. You will be using a variety of up-to-date, user friendly online keyboarding applications to learn and advance your skills.

Wednesdays (6X) October 3 to November 7
7:00 - 9:00 pm. FCO5-18 (SHC)
\$79.00 Richard Magil

Crafts

EMBROIDER YOUR WAY TO FASHION

According to Vogue, one of the hottest trends in fashion is using hand-embroidery to elevate your garment from simply "clothing" to "couture." Learn basic embroidery stitches and learn how to choose threads, colours and designs to use those stitches to transform an off-the-rack garment into the only one of its kind. Material list provided.

Mondays (4X) September 17 to October 15
6:30 - 9:30 pm. FFC1-18 (SHC)
\$55.00 Linda Lassman

CROCHET BASKETS

In this course you will learn to crochet two baskets. First with cotton and then from blanket yarn. Basic knowledge of crochet required. Materials required for baskets; one large ball type 4 cotton, one large ball Bernat Blanket Yarn, one of each 4.5mm hook, 5mm hook, 6.5mm hook and a 8mm hook.

Mondays (3X) October 15 to October 29
6:30 - 9:30 pm. FFC8-18 (SHC)
\$45.00 Christine Bye

RECYCLED CROCHET

Discover how you can take an old T-Shirt and transform it into something useful. You will learn how to cut a T-Shirt into yarn and then crochet it into a basket or bag. Materials needed: 2 large T-Shirts, 19 or 25 mm size crochet hook and sharp scissors.

Wednesdays (2X) November 7 and November 14
6:30 - 8:30 pm. FFC9-18 (SHC)
\$35.00 Christine Bye

AMUREGUNI CROCHET

Amureguni is the Japanese art of knitting or crocheting small, stuffed yarn creatures. Christine will take you through step by step instructions on how to crochet, stuff and decorate a small bunny or other animal. This craft course requires a basic knowledge of crocheting. Makes great Christmas gifts. Materials needed: 1 ball of any type of 4 yarn colour of your choice, a 4.5 mm hook and a 4mm hook, 1 bag of polyester stuffing and a large sewing needle.

Mondays (2X) December 3 and December 10
6:30 - 8:30 pm. FFC12-18 (SHC)
\$35.00 Christine Bye



ARM KNITTING

Discover this new knitting technique to create easy and fashionable designs. Learn to arm knit and make a beautiful bulky infinity scarf in time for Christmas. No knitting experience required. Great activity for the whole family. You are required to bring 2 Balls of any Super bulky wool (type 6 or 7) 32 yds/29m in each ball.

Thursdays (3X) November 15 to November 29
6:30 - 9:30 pm. FFC11-18 (SHC)
\$45.00 Christine Bye

RECYCLED DENIM

Do you have old jeans/jean jackets that you would like to use to create something new? This class will teach you how to take apart an old pair of jeans and make them into interesting projects. You can recycle into pocket purses, wall organizers, jewelry and much more. Materials required: 2-3 pairs of old jeans/jean jackets, needle and thread, buttons and/or beads, large pair of scissors and a glue gun with white glue.

Thursdays (3X) January 17 to January 31
6:30 - 9:30 pm. FFC17-18 (SHC)
\$45.00 Christine Bye



Finances

CREATING YOUR RETIREMENT PAYCHEQUE AND YOUR WILL & ESTATE PLAN

Do you know how much money you need to retire comfortably? Is your Estate Plan a part of your Retirement Plan? Topics include changes to CPP & OAS, Tax Strategies, Employer Pension Plans, RSP, RIF, LIRA, LIF, TFSA, Power of Attorney, Tax Planned Will, Role of The Executor, and Use of Trusts.

Wednesday September 19 FBU1-18 (SHC)
Wednesday October 10 FBU8-18 (SHC)
Wednesday November 7 FBU13-18 (SHC)
Wednesday January 23 FBU18-18 (SHC)
6:30 - 8:15 pm.
No Charge Andrew Mcgrath

FINANCIAL FOUNDATION EDUCATIONAL SEMINAR

Is money controlling you or do you control your money? In these classes you will learn to make money work better for you, ensure your family has proper protection, find and save more money, make a plan to become debt free, understand investments and build wealth, protect and preserve your money and much more. All ages are welcome.

Mondays (5X) September 24 to October 29
6:30 - 9:30 pm. FBU3-18 (SHC)
Mondays (5X) November 5 to December 3
6:30 - 9:30 pm. FBU11-18 (SHC)
Mondays (5X) January 14 to February 11
6:30 - 9:30 pm. FBU17-18 (SHC)
\$35.00

FINANCIAL PLANNING - GETTING ON TRACK IN THE EARLY YEARS

Take a look into your future and understand the importance of detailed financial planning "early enough" to make the necessary adjustments to ensure a comfortable retirement. Topics will include tax planning, RRSP, TFSA, education and disability savings plans, and a comprehensive look at mortgage options, insurance, and beneficiary designations.

Thursday September 20 FBU2-18 (SHC)
Thursday October 11 FBU9-18 (SHC)
Thursday November 8 FBU15-18 (SHC)
Thursday January 24 FBU19-18 (SHC)
6:30 - 8:15 pm.
No Charge Jeremy Watson

FIRST TIME HOME BUYERS SEMINAR

Thinking about buying a home? Join us to learn more about financing, rates, home inspections, appraisals, contracts, current market trends and what an experienced realtor can do for you. Bring your questions!

Tuesday September 25
6:30 - 9:30 pm. FBU5-18 (SHC)
No Charge Christine Forbes

See Pages 3 & 4
for Online Education
Courses



U Got Class
Online Certificates and Courses

Fitness

KICKBOXING/BARRE WITH LORNA

Discover the health benefits of this unique combination workout class. You will notice increased muscle tone, improvement in balance and flexibility and much more. The class starts with boxing warm up exercises followed by introductory jabs/kicks using the support of the Barre. Cool down with Pilates moves to increase core strength. Come and join us for this fun and invigorating workout. Designed for all fitness levels.

Mondays (6X) October 15 to November 19
6:00 - 7:00 pm. FFT9-18 (JT)

Wednesdays (6X) January 16 to February 20
6:00 - 7:00 pm. FFT16-18 (JT)
\$69.00 Lorna Pankratz

POUND

POUND™ using Ripstix (lightly weighted drumsticks) is a full-body workout that combines cardio, conditioning and strength. It utilizes Yoga and Pilates inspired movements to create an invigorating workout routine. Participants will need to bring a yoga mat. Instructor will provide the drumsticks. Designed for all fitness levels.

Saturdays (6X) November 3 to December 8
11:00 am. - 12:00 pm. FFT10-18 (JT)
\$69.00 Lorna Pankratz



THE JOYS OF BELLY DANCING

Belly dancing is energizing, graceful, calming and easy to practice. Learn basic dance styles as you move to Middle Eastern rhythms. Gain flexibility, strength, tone and improved posture. Belly dancing also promotes confidence and self-esteem. Wear loose fitting clothing and bring a scarf to tie around your hips.

Wednesdays (9X) September 19 to November 14
6:30 - 7:45 pm. FFT4-18 (WS)

Wednesdays (9X) January 16 to March 13
6:30 - 7:45 pm. FFT18-18 (WS)
\$79.00 Ildiko Gyarmati

PILATES WITH LORNA

Would you like to improve or maintain your fitness and flexibility in a low impact workout environment? Using simple, fluid movements you will increase range of motion within your joints, stretch and lengthen muscles, be aware of breathing patterns and spinal alignment while engaging your core muscles. No previous Pilates experience is necessary.

Thursdays (8X) September 27 to November 15
6:00 - 7:00 pm. FFT5-18 (JT)

Thursdays (8X) January 10 to February 28
6:00 - 7:00 pm. FFT12-18 (JT)
\$75.00 Lorna Pankratz

RESTORATIVE YOGA

Relax and rejuvenate with this restorative yoga class. The use of props and long supported holds soothes the mind and allows for a deeper release, bringing a calming end to your day. Bring a mat, towel and a water bottle. For students at all levels.

Saturdays (8X) September 15 to October 27
9:30 - 10:30 am. FFT1-18 (JT)
10:45 - 11:45 am. FFT2-18 (JT)

Saturday (8X) January 12 to February 23
9:30 - 10:30 am. FFT15-18 (JT)
10:45 - 11:45 am. FFT14-18 (JT)
\$75.00 Andrea Baryliuk



LIVING YOGA (GENTLE YOGA)

This course aims to improve flexibility, balance, posture and strength. Your breath and gravity takes you gently into each pose without pulling or straining. Gentle Yoga disciplines the body, mind and spirit. Each lesson includes a 15 minute relaxation/meditation session.

Wednesdays (8X) October 3 to November 21
6:30 - 7:30 pm. FFT7-18 (JT)
Wednesdays (8X) January 16 to March 6
7:15 - 8:15 pm. FFT17-18 (JT)
\$79.00 Erika Goodman

BRING A FRIEND!
"Friends give you energy to keep to your commitment."

MORE JOYS OF BELLY DANCING

This class is for those who have some experience and wish to learn more dance moves. Continue to explore the meditative qualities and experiment with personal expressions of the dance. Improve your veil work, improvise with your sister dancers and gracefully interpret and perform choreographic moves.

Wednesdays (9X) September 19 to November 14
8:00 - 9:15 pm. FFT3-18 (WS)

Wednesdays (9X) January 16 to March 13
8:00 - 9:15 pm. FFT19-18 (WS)
\$79.00 Ildiko Gyarmati

**Explore the world...
Communicate wherever you go
with our basic language classes!
Page 11 and 12**

DYNABODY TOTAL FITNESS

Dynabody Total Fitness Training is a fun and challenging workout that focuses on all areas of fitness. It will improve your strength, stamina, coordination and energy levels. The key is on functional exercises, strength training and metabolic cross-training, which is the best for conditioning the body, burning fat and improving your heart health. Innovative activities that incorporate calisthenics, resistance training, abdominal and core body exercises. With the emphasis on proper technique and coaching, there is no better way to refresh your body, restore your energy and beat stress.

Enjoy the camaraderie and the challenge!
Tuesdays (10X) October 2 to December 4
6:30 - 7:30 pm. FFT6-18 (BA)
Thursdays (10X) October 4 to December 6
6:30 - 7:30 pm. FFT8-18 (SM)
Tuesdays (10X) January 8 to March 12
6:30 - 7:30 pm. FFT11-18 (BA)
Thursdays (10X) January 10 to March 14
6:30 - 7:30 pm. FFT13-18 (SM)
\$79.00 Doug Yaholkoski

Health and Wellness

CANADIAN RED CROSS LEVEL C CPR/FIRST AID

In one day, you can learn the skills to save a life. This course includes adult, child and infant CPR and choking maneuvers, recognizing the signs and symptoms of a heart attack and stroke, and how to reduce the chances of developing cardiovascular disease. Learn how to use an AED (Automated External Defibrillator), CPR manual and certificate will be provided.

Saturday October 13 FCA2P-18 (JT)
8:30 am. - 4:30 pm.
\$79.00 Gord Hanna

MEDITATION: A WAY BACK TO WHOLENESS

Discover the preciousness of all that you are. When we meditate we take the time to be present to ourselves to listen and connect. In this discovery we recognize our whole being. Come enjoy being guided on your journey in meditation with Pamela. This class is suitable for all levels of meditation experience.

Tuesdays (6X) September 25 to October 30
7:00 - 9:00 pm. FHL2-18 (SHC)
\$95.00 Pamela Thrift

EMOTIONAL FREEDOM TECHNIQUE

The Emotional Freedom Technique (EFT, also known as the Tapping Technique), helps with healing on all levels. Discover the vital secret for emotional wholeness and physical relief. You can take your physical and emotional well-being into your own hands. It's simple and easy for anyone to learn.

Tuesday September 18
7:00 - 9:00 pm. FHL1-18 (SHC)
\$29.00 Pamela Thrift

DEEPENING OUR CONNECTION TO OURSELF

Build on your previous inner work or meditation. Pamela will guide you in deepening meditation techniques to assist you to dive more deeply into your meditation and anchor your connectedness.

Tuesdays (6X) November 6 to December 11
7:00 - 9:00 pm. FHL6-18 (SHC)
\$95.00 Pamela Thrift

REFINING AND PRACTISING EMOTIONAL FREEDOM TECHNIQUE

Take your emotional freedom technique, also know as Tapping Technique, to the next level. Pamela will assist you in practicing and refining your work with the EFT technique. Feel free to bring any questions to class.

Tuesday January 8
7:00 - 9:00 pm. FHL7-18 (SHC)
\$29.00 Pamela Thrift

INTRODUCTION TO WORKING WITH OUR DREAMS FOR INSIGHT AND HEALING

Are you curious about your dreams and would like to know how to recall and record them? This class will help you effectively understand and take away suggestions to consciously work with your dreams.

Tuesday January 15
7:00 - 9:00 pm. FHL9-18 (SHC)
\$29.00 Pamela Thrift

TAROT CARD READING

Learn some of the history of the tarot, the format of the tarot deck and how to use the cards for insight and feedback about your life.

Saturday October 27
10:00 am. - 4:00 pm. FHL5-18 (JT)
\$45.00 Pamela Thrift

QI GONG

Qi Gong (pronounced chee gong) is an ancient Chinese health and wellness activity that involves slow gentle movements, breathing techniques and meditation. Come and join us to learn the basics of these serene exercise techniques and awaken the healing, calming energy within you.

Thursdays (4X) September 27 to October 18
7:30 - 8:30 pm. FHL3-18 (JT)
Mondays (4X) January 14 to February 4
7:30 - 8:30 pm. FHL8-18 (JT)
\$55.00 Christine Bye

INTRODUCTION TO NUMEROLOGY

Are you interested in numerology? Come out and join this class to find out more about the numerological meanings within your own name and birthdate. You will also discover how to understand your own basic numerological cycles.

Tuesday January 22
7:00 - 9:00 pm. FHL10-18 (SHC)
\$29.00 Pamela Thrift

ERGONOMICS: IT'S NOT ALL ABOUT FURNITURE

How do you set up your desk? How do you position your body to lift a child, a box, shovel snow? Why do people get nagging injuries from everyday tasks? Join this experienced Occupational Therapist and Certified Ergonomic Evaluation Specialist for this six hour workshop. He will teach you to create environments that encourage neutral positions and change how you move at home, outside, and work.

Wednesdays (2X) October 17 and 24
6:30 - 9:30 pm. FHL4-18 (SHC)
Wednesdays (2X) January 16 and January 23
6:30 - 9:30 pm. FHL11-18 (SHC)
\$35.00 Mitchell Jeffrey

Languages

INTRODUCTION TO SWEDISH

Hej! Join us for this beginner's conversational language course, where you will learn some useful travel language; how to get around on public transport, ask directions, find accommodation, and what to order in the restaurants. You will also learn a few standard greetings, and do a bit of writing, but mainly a lot of talking, practicing some of those impossible sounds.

Tuesdays (6X) October 16 to November 20
6:30 - 8:30 pm. FLA9-18 (SHC)
\$79.00 Richard Castro

INTRODUCTION TO FINNISH

Join us for this beginner's conversational language course, where you will learn some useful travel language; how to get around on public transport, ask directions, find accommodation, and what to order in the restaurants. You will also learn a few standard greetings, and do a bit of writing, but mainly a lot of talking, practicing some of those impossible sounds.

Tuesdays (6X) January 15 to February 19
6:30 - 8:30 pm. FLA13-18 (SHC)
\$79.00 Richard Castro

GERMAN - GETTING STARTED

Immerse yourself in German language, culture and traditions. Learn basic German conversation, grammar and verbs. This experienced German instructor will take you through the various areas of Germany and prepare you for your holiday.

Tuesdays (6X) September 25 to October 30
6:30 - 8:30 pm. FLA3-18 (JT)
Tuesdays (6X) January 15 to February 19
6:30 - 8:30 pm. FLA12-18 (JT)
\$79.00 Karin Phillips

Languages

ICELANDIC TO GO

Learn the basics in preparation for your next vacation! Learn greetings, directions, weather conditions, ordering food and simple expressions to survive in Iceland.

Thursdays (3X) October 11 to October 25
6:30 - 9:30 pm. FLA6-18 (SHC)
Thursdays (3X) January 17 to January 31
6:30 - 9:30 pm. FLA17-18 (SHC)
\$55.00 Ainsley Bloomer

ITALIAN - GETTING STARTED

Learn some basic phrases in Italian such as greetings, weather, directions, food and drinks. Your Italian instructor will give you some travel tips and information on the diversity of the 20 Italian regions. Have fun while you prepare for your next trip.

Thursdays (6X) September 20 to October 25
6:30 - 8:30 pm. FLA2-18 (SHC)
\$79.00 Patricia Busca

ITALIAN TO GO

Learn some of the basics quickly in preparation for your Italian vacation, such as ordering food and drinks, greetings, directions, and simple expressions. Please note that some of the information will be repeated from the Getting Started course.

Saturdays (3X) October 13 to October 27
9:00 am. - 12:00 pm. FLA8-18 (JT)
\$55.00 Patricia Busca

PORTUGUESE - GETTING STARTED

Bom Dia! Come and join in the fun of learning Portuguese. Immerse yourself in the language, culture and traditions. Learn basic grammar and verbs from this experienced Portuguese instructor.

Thursdays (6X) October 18 to November 22
6:30 - 8:30 pm. FLA10-18 (SHC)
\$79.00 Isabel Almada

PORTUGUESE TO GO

Learn the basics quickly and easily in preparation for your next vacation. Become familiar with greetings, directions, weather, food and other simple expressions.

Thursdays (3X) January 17 to January 31
6:30 - 9:30 pm. FLA16-18 (SHC)
\$55.00 Isabel Almada

SPANISH - GETTING STARTED

Sehabla Espanol? Well you can! Come and enjoy a friendly experience with South American Spanish. The focus will be on common expressions, customs and money, as well as vocabulary related to hotel, restaurant and tourist attractions.

Tuesdays (8X) October 2 to November 20
7:00 - 9:00 pm. FLA4-18 (SHC)
\$89.00 Ines Mora



SPANISH TO GO

Learn the basics quickly in preparation for your next vacation! Learn greetings, directions, weather conditions, ordering food and simple expressions to survive in a Spanish speaking country.

Saturdays (3X) November 3 to November 17
9:00 am. - 12:00 pm. FLA11-18 (JT)
\$55.00 Ines Mora

SPANISH - THE NEXT STEP

The next level will help you to build on the basics. This course will focus on sentence structure, the use of verbs, adjectives and nouns.

Thursdays (6X) January 17 to February 21
7:00 - 9:00 pm. FLA15-18 (SHC)
\$79.00 Ines Mora

FRENCH - GETTING STARTED

Bonjour! Learn the basics quickly in preparation for your next vacation or refresh your high school French.

Thursdays (3X) September 20 to October 4
6:30 - 9:30 pm. FLA1-18 (SHC)
\$55.00 Heather Calladine

FRENCH TO GO

Learn the basics quickly from this experienced french teacher in preparation for your next vacation. You will learn greetings, directions, weather conditions, ordering food and simple expressions to survive in a French speaking environment.

Saturdays (6X) October 13 to November 17
10:00 am. - 12:00 pm. FLA7-18 (JT)
\$79.00 Heather Calladine

JAPANESE - GETTING STARTED

Kon Ni Chi Wa! Come and enjoy a friendly experience with Japanese. The focus will be on common expressions, customs and money, as well as vocabulary related to hotel, restaurant and tourist attractions.

Wednesdays (6X) October 3 to November 7
6:30 - 8:30 pm. FLA5-18 (SHC)
\$79.00 Mieko Kino

JAPANESE TO GO

Learn the basics quickly in preparation for your next vacation! Learn greetings, directions, weather, ordering food and simple expressions to survive in Japan.

Wednesdays (3X) January 16 to January 30
6:30 - 9:30 pm. FLA14-18 (SHC)
\$55.00 Mieko Kino

Leisure

THE IMPORTANCE OF PUTTING YOUR GARDEN TO BED

Autumn is a great time to purchase and plant perennials but you need to know what you are doing to help them survive through the winter. You will get all the important information from this experienced landscaper.

Thursday September 20
6:00 - 9:30 pm. FLE2-18 (JT)
\$25.00 Tiana Diehl

Improve your Outlook!
Register for a Class!

INTRODUCTION TO DIGITAL PHOTOGRAPHY

Are you new to digital photography? Would you like to learn how to take better pictures? This beginners class will get you started and you will be amazed as to what you can do with your camera. Go from fear to fun! Bring your camera, charged battery and memory card.

Tuesdays (4X) September 18 to October 9
6:30 - 8:30 pm. FLE4-18 (JT)
\$55.00 Mark Kutcy

GETTING MORE FROM YOUR DIGITAL CAMERA

Digital cameras can be very confusing. What are all those controls, buttons and menus for, and when do you use them? This course answers all these questions and more. Take a hands-on tour of your camera's features and learn technical terms, photographic concepts and shooting techniques. Bring your digital camera/ attachments to class.

Tuesdays (4X) October 16 to November 6
6:30 - 8:30 pm. FLE9-18 (JT)
\$55.00 Mark Kutcy

Leisure

INTRODUCTION TO PHOTOSHOP

Have you tried using Photoshop to improve your images but found it confusing? Gain confidence to crop, correct colours, remove imperfections and sharpen your images. Learn the power of Layers, Masks and Adjustment Layers to enhance your images or to create entire new realities by blending many images. Bring your own images or download images during the course. Prerequisites: Basic computer knowledge.

Wednesdays (4X)

September 19 to October 10

6:30 - 8:30 pm.

\$55.00

Mark Kutcy



FLE6-18 (JT)

MYSTERIOUS MANITOBA

Chris Rutkowski is a Canadian science writer, educator, and consultant for the Winnipeg Paranormal Group. In this age of technological wonders, we can easily overlook the fact that mysteries may exist literally in our own backyards. Mysterious Manitoba is an armchair tour of our province, visiting special places where statues honour ghosts, waters where lake monsters are said to appear and of course, locations where UFO's are said to land, and much more.

Mondays (2X)

January 21 and January 28

6:30 - 9:30 pm.

\$35.00

Chris Rutkowski

FLE12-18 (JT)

Try Something New!
Lifelong Learning is our Motto!

50 YEARS OF UFO'S IN CANADA

Chris Rutkowski is a Canadian science writer, educator, and consultant for the Winnipeg Paranormal Group. Since the mid-1970s, he's written about his investigations and research on UFOs, for which he is best known. Join him for this informative session.

Mondays (2X)

October 15 and October 22

6:30 - 9:30 pm.

\$35.00

Chris Rutkowski

FLE8-18 (JT)

SUPER-PUP LIFE SKILLS CLICKER TRAINING

Have a new puppy? Bring your puppy to learn basic training and socialization. Turn your puppy into a Super Pup! Includes basic clicker training, collar/leash training, gentle leader, positive training methods, sit & stay commands. Learn solutions to common problems (chewing, separation anxiety, mouthing, house training issues, jumping up, barking, etc.). Normal canine development, puppies and children, and puppy nutrition included. Clicker included.

Tuesdays (6X)

October 23 to November 27

7:30 - 8:30 pm.

\$99.00

Karen Fisk

FLE7B-18 (HVCC)

PLEASE NOTE: Dogs must have their second series of vaccinations (DA2PP + Bordatella). Proof of vaccinations is required and must be brought to class. Bring a collar, leash, treats and a supply of baggies. If you have a known aggressive dog/reactive, please contact the instructor prior to registration so we may tailor to your needs.

SUPER-DOG OBIEDIENCE-CLICKER TRAINING

Positive clicker training methods commands such as sit/stay, down/stay and come. Designed for dogs over 9 months of age. Clicker included.

Tuesdays (8X)

October 23 to December 11

6:00 - 7:00 pm.

\$119.00

Karen Fisk

FLE7B-18 (HVCC)

ELECTRICAL HOUSE WIRING

Learn the basics of electrical house wiring following the City of Winnipeg and Canadian Electrical Code rules and guidelines. This course is perfect for learning how to wire your rec room, garage, cabin, or to do routine house maintenance. Baseboard heating, sub panels, 3-way switches, aluminum wiring, knob and tube wiring are some of the topics covered. Basic electrical tools are provided to use, or bring your own.

Tuesdays (8X)

September 18 to November 6

6:30 - 9:30 pm.

\$215.00

Gary Yakimoski

FLE1-18 (SHC)

MATURE DRIVER WORKSHOP

This free workshop presented by MPI is designed for experienced drivers, aged 55 and older, who want to brush up on their skills and enhance their driving performance. Increase your confidence and driving ability, learn updated traffic laws and road safety rules, brush up on defensive driving techniques and learn how to compensate for changes in hearing, vision, flexibility and reaction time.

Wednesday

October 24

No Charge

6:00 - 9:00 pm.

FLE10-18 (JT)

Personal Devices

LEARNING ABOUT YOUR ANDROID PHONE

Are you new to the Android world? This short course will introduce you to androids and the amazing things they can do for you. Learn from an experienced Android user how to get and make ring tones, setting up contacts, using Google for GPS, picture messaging, setting reminders in your calendar, downloading apps and much more. Please bring your android device.

Wednesday

September 26

6:00 - 9:30 pm.

FLE3-18 (SHC)

Wednesday

January 16

6:00 - 9:30 pm.

FLE11-18 (SHC)

\$25.00

Troy Vezina

UNDERSTANDING YOUR ANDROID TABLET

Have you recently purchased an android tablet and have questions about the operation and apps? In this class you will discover how to install and remove apps, sync your calendar to alert you to your appointments, the use of the camera and making videos. Familiarize yourself with the basic uses for your tablet and how to unlock its potential. Please bring your tablet. WiFi will be available.

Wednesday

October 10

6:00 - 9:30 pm.

FLE5-18 (SHC)

\$25.00

Troy Vezina

HAVE FUN WITH YOUR IPAD/IPHONE

Learn the basics, get all your questions answered and figure out what to do with your iPad/iPhone. Please bring your iPad and iPhones to class.

Mondays (4X)

October 29 to November 19

6:30 - 8:30 pm.

FCO9-18 (SHC)

Mondays (4X)

January 21 to February 11

6:30 - 8:30 pm.

FCO14-18 (SHC)

\$55.00

Troy Vezina



REGISTRATION



REGISTRATION FORM: ST. JAMES-ASSINIBOIA CONTINUING EDUCATION

LAST NAME: _____ FIRST NAME: _____
 ADDRESS: _____ CITY: _____ POSTAL CODE: _____
 PHONE # (DAYTIME): _____ BUSINESS/CELL #: _____
 EMAIL ADDRESS: _____

PRIVACY CONSENT: I AGREE THAT MY CONTACT INFORMATION CAN BE USED FOR THE PURPOSE OF EMAILING COURSE INFORMATION.
 YES/NO

COURSE ID	COURSE	TITLE	COURSE FEE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CREDIT CARD #: _____ EXPIRY DATE: _____

SIGNATURE: _____



REGISTER EARLY!
 Courses may fill up quickly.

MAIL REGISTRATION FORM TO:

St. James-Assiniboia
 Continuing Education
 470 Hamilton Avenue
 Winnipeg, MB R2Y 0H4

REGISTER ONLINE NOW!

Our brochure is available online
 with secure registration and
 confirm capabilities.
www.localcourses.com/sjsd

SITE CODES AND LOCATIONS

Code	School	Location
(BA)	Bannatyne School	363 Thompson Dr.
(HCC)	Heritage Community Centre	950 Sturgeon Rd.
(JT)	John Taylor Collegiate	470 Hamilton Ave.
(SM)	Strathmillan School	339 Strathmillan Rd.
(SHC)	Sturgeon Heights	2665 Ness Ave.
(WS)	Westwood Collegiate	360 Rouge Rd.

CANCELLATION POLICY

Full refunds will be issued if a cancellation is provided, in writing, **five** working days before the beginning of a course. Refunds will not be granted for cancellations received after this time. A full refund will be provided for courses cancelled by the Continuing Education Program. Application fees are non-refundable.



*"My entire experience in the health care aide course was positive. I learned so much in a short time and in a fun way. I feel prepared for my practicum and excited for my future career. I have met so many great people that made every day fun. I would recommend the program to friends and family. Thank you for this wonderful opportunity."
- Lexi Spring 2018*



St. James-Assiniboia Continuing Education

We are excited to announce our partnership with online providers to enhance our course offerings. Online courses are convenient and flexible allowing students to learn in the comfort of their home or office.
See pages 3 and 4 for Online courses.

Join our Instructor Team!

Do you have a passion or hobby that you've thought about sharing with others? Consider becoming an instructor. We are seeking friendly, qualified instructors for Fall 2018. Contact us at (204) 832-9637 or email coned@sjsd.net

