



Continuing Studies

Shuswap

www.okanagan.bc.ca/cs













Imagine what you can do...

Spring/Summer
2011

Contents

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Contact us
to register or for
more information!
250-804-8888



Future Instructors

Want to use your adult instructional abilities to share your expertise? If you are interested in teaching a course, email Andrea Pow, Program Administrator, at apow@okanagan.bc.ca and request our course proposal form.

OKANAGAN COLLEGE

Continuing Studies - Salmon Arm Campus

2552 10th Avenue NE (TCH) (behind the Sunwave Centre)
Salmon Arm, BC V1E 2S4

Phone: 250-804-8888 • Toll Free: 1-866-352-0103

Email: csshuswap@okanagan.bc.ca • www.okanagan.bc.ca/cs

OFFICE HOURS: SEPTEMBER - APRIL

MONDAY - THURSDAY: 8 A.M. - 6 P.M., FRIDAY: 8 A.M. - 4 P.M.

MAY - AUGUST 31, MONDAY - FRIDAY: 8 A.M. - 4 P.M.



What's New

Blast Lab - Investigate science, Mythbusters-style. *See page 3*

Advanced LEGO Mindstorms - Now that you know the basics, it's time for the real fun to start. *See page 5*

Crazy Lego That Moves - Create exciting LEGO contraptions using motors and stored energy sources, and investigate gears and pulleys and their uses. *See page 5*

ArcView GIS for First Nations - Online Training - Learn ArcView GIS at your own pace while at work or at home by taking a course that provides online instructor interaction and feedback to help insure you achieve success. *See page 6*

Introduction to Databases in a Day using MS Access - Be introduced to the basics of database design, while learning how to effectively use Microsoft's Access program to manage a relational database project. *See page 8*

PowerPoint in a Day - Improve your skills with MS PowerPoint. Work on techniques such as inserting pictures or shapes, changing slide presentations, and editing and manipulating text. *See page 8*

MarketSafe - Developed for market vendors, farm gate vendors, market managers, home kitchen and small scale food processors. *See page 8*

Get a Job! - Want a summer or after school job? Find out how to find, get and keep your job, what's needed on a resume that will get you hired, and how to ace an interview. *See page 12*

Mini Med School - a series of lectures offered by medical professionals and practitioners presenting current issues in health science. *See page 13*

Land Management - This short course ties all the aspects of farming - land, farm, and ecosystem - together into one unit. *See page 16*

Introduction to Bicycle Maintenance - The Tune-Up - Learn to perform a bicycle tune-up. *See page 17*

Road and Trailside Bicycle Repair - Learn to get rolling again when your bike has a road or trailside meltdown. *See page 17*

An Introduction to Mountain Biking - Learn the basics of mountain biking. *See page 17*

Fine Tune Your Mountain Biking Skills - This course will include a quick review of and building upon of all the skills taught in the introduction course. *See page 17*

DIY Homeowner Electrical Projects - Planning a renovation that requires additions or alterations to your home's electrical system? *See page 18*

Home Theatre Entertainment Systems - Bring the theatre experience to your home. *See page 18*

Energy Star Ratings - Find out about the rating system and how it relates to anything that has the energy star logo. *See page 16*

Eating Green - What food we choose to consume impacts our bodies, the economy, and the environment. *See page 18*

Basic Automotive Maintenance - Learn the basics of auto maintenance, such as tire maintenance, checking fluid levels, and light function checks. *See page 19*

Learn from the Horses: Non Verbal Communication - Working with horses, this fun course about self awareness will help you learn some of the ways in which we communicate with each other without even being aware of what our bodies are really saying. *See page 19*

Raising Chickens - From Coop to Care - Raise chickens in your own back yard and enjoy the benefits of eating fresh eggs and keeping your lawn fertilized and bug free. *See page 20*



Upcoming Certificate Programs

Please contact Continuing Studies at 250-804-8888 or toll free 1-866-352-0103 for the full list of admission requirements for any of our certificate programs or go online to www.okanagan.bc.ca/cs.

ARC/INFO GIS Certificate

The ArcInfo certificate program is an intensive 20-week program that builds on Okanagan College Salmon Arm's expertise in land information management. Arc/Info is the leading GIS (Geographical Information Systems) software used today. This 500-hour program is designed to take students with no previous GIS knowledge to an advanced level of competence using industry standard Arc/Info. The program combines traditional instructor-led classes with industry-based projects.

Next offering Summer 2011

Basic Accounting Certificate

If you're working to keep the books competently for a small business, or are interested in an entry-level accounting job, this 66-hour hands-on program can provide you with the necessary expertise. It also provides a good foundation for those who are planning to study computer-based accounting such as Simply Accounting.

Next offering Fall 2011

Dental Office Administrative Assistant Certificate

This 120-hour program is an introduction to the basic skills necessary for employment as a dental office administrative assistant, including front desk skills. This certificate program includes an introduction to dentistry and routine dental procedures, and learn maintenance of patient records, insurance forms, appointment control, and record keeping within a computerized environment. Emphasis is on effective oral and written communication and professionalism in the dental office.

Next offering Spring 2012

Landscape Horticulture Certificate

Homeowners and businesses are increasingly turning to professional landscapers to beautify the outside of their properties. This trend means that skilled workers are much needed by the industry. The Landscape Horticultural certificate program is helping to meet this labour market need by teaching the core skills required for employment and advancement in the landscaping business.

Next offering Winter 2012

Palliative Care Certificate

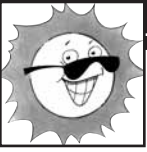
As increasing proportions of the population grow older and eventually are in need of palliative care, a new respect for palliative care is emerging. The ever-advancing specialty of palliative care as a rewarding career is attracting compassionate, multidisciplinary healthcare professionals. Our students are changing how care is delivered within institutions and in the community.

Next offering Fall 2011

Simply Accounting Certificate

Many small and medium-sized businesses use microcomputers for accounting. This program trains students in the popular Simply Accounting integrated accounting software used to maintain general ledger, accounts receivable, accounts payable, and payroll records.

Next offering Fall 2011



Summer Programs for Kids

KidProof Babysitters Training

Becoming a babysitter is serious business. The life of a child is in your hands. What you do, or don't do, can make the difference. Parents trust Kidproof to bring them the most up-to-date, valuable and beneficial child safety program. Students will develop skills that will help them find and prepare for a babysitting job, care for kids of all ages and deal with difficult situations, prepare safe and fun activities, make safe choices while babysitting and provide basic first aid.

CRN: 95126

Jul. 4, Mon, 8:30 a.m. - 4:30 p.m.

Instructor: Diane Turner

\$65 + HST

LEGO and Science with Kim Webster!



LEGO WeDo

Be introduced to the world of engineering. Build LEGO models using real sensors and motors to explore four different themes - Amazing Mechanisms, Wild Animals, Play Soccer, and Adventure Stories. Use a computer to program your model to really work! Ideal for kids in Grades 2-4.

CRN: 95115

Jul. 18 - 22, Mon - Fri, 9 a.m. - 3:30 p.m.

\$198 + HST

LEGO Mindstorm

Build a LEGO robot from the ground up. Teach your robot to recognize different objects and sort them out. Race against other robots to complete a task. Learn how these robots can be used in the real world. Ideal for kids in Grades 5 and up.

CRN: 95114

Jul. 25 - 29, Mon - Fri, 9 a.m. - 3:30 p.m.

\$198 + HST

Blast Lab

Investigate science, Mythbusters-style. We'll use common ingredients to analyze crystals, generate electricity, and examine the science of explosions. Have a blast exploring the world around you! Ideal for kids in Grades 2-4.

CRN: 95124

Aug. 15 - 19, Mon - Fri, 9 a.m. - 3:30 p.m.

\$198 + HST

Advanced

LEGO Mindstorms

Now that you know the basics, it's time for the real fun to start. We'll take on some more complex programming and building challenges, including specialized vehicles and robotic animals. Join us for a week of challenge and fun! Ideal for kids that have taken the first LEGO Mindstorms in Grades 5 and up.

CRN: 95125

Aug. 22 - 26, Mon - Fri, 9 a.m. - 3:30 p.m.

\$198 + HST

Crazy Lego That Moves

Create exciting LEGO contraptions using motors and stored energy sources, and investigate gears and pulleys and their uses. Work with a teammate to develop your creation, and race your machine against others. Take Lego building to the next level! Ideal for kids in Grades 2-3.

CRN: 95130

Aug. 29 - Sep. 2, Mon - Fri,

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

\$198 + HST





Computers

Arc/INFO GIS Certificate

Arc/Info is the leading GIS (Geographical Information Systems) software used today. This 500-hour program is designed to take students with no previous GIS knowledge to an advanced level of competence using industry standard Arc/Info NT. The program combines traditional instructor-led classes with industry-based projects. All aspects of using ArcGIS are covered in this advanced program, including: ArcMap, ArcToolbox, ArcCatalog, 3D Analyst, Spatial Analyst, Tracking Analyst and ArcIMS. In addition, students will learn how to use GPS units to gather field data for later use in their GIS work.

Aug. 2 - Dec. 15, Mon-Thu,
8:30 a.m. - 3:15 p.m.

Instructor: Nolan Clark
\$7,495

Okanagan College GIS Certificate awarded upon successful completion of:
GISA 01 - GIS Basics and Applications
GISA 02 - Programming and Automation
GISA 03 - Advanced Arc/Info

"My experience at Okanagan College was awesome! I loved the facility, the program and my teacher, who I thought was amazing and a fantastic educator. I really do miss the friends and times I had while attending the program, and I really wish that there was more to the program because I had so much fun and learned so much during that time. My appreciation goes out the the school!"

Jason Wysynski
GIS Graduate 2010

Register online
www.okanagan.bc.ca/csreg



ArcView GIS for First Nations - Online Training

Learn ArcView GIS at your own pace while at work or at home by taking a course that provides online instructor interaction and feedback to help insure you achieve success. First Nations organizations using GIS for cultural heritage resource mapping, land claims settlement, natural resource management or land use planning can now have their staff receive GIS training on a one-to-one basis from an instructor who has many years of experience bringing GIS training to First Nations, and without having to leave the community. You will go from the basics of using ArcView to more advanced topics which will help you become skilled and knowledgeable at using GIS. The lessons in this course are largely video based. You will be watching examples of the topic being taught on ArcView itself while listening to an explanation of the lesson at the same time. You will be able stop the lesson at any point and replay it again, as many times as needed. As well, you will be able to send and receive messages with the instructor and other students or post questions to the online forum. As part of the course you will be creating maps from the data provided and will upload them for evaluation.

The course will require approximately 35hrs to complete but you will have one month in which to finish it.

Prerequisites: Students must already have basic computer skills, such as: the ability to create folders, save files, find files previously saved, etc. Students must have ArcView 9.3 or newer already installed on their computer before starting the course. (Trial version of software is available for download.)

CRN: 95131

Aug. 1-31

Instructor: Mitch Krupp
\$1600 plus texts + HST

Simply Accounting Certificate

In today's competitive market, give yourself the opportunity for a better job or help improve the efficiency of your company's operating margin. Keeping accurate track of the dollars coming in and going out is fundamental to the viability of any enterprise, particularly small businesses where the room for financial error is scant.

You will also become proficient with Microsoft Excel as you learn fundamental spreadsheet techniques and skills required for creating budgets, projections, financial statements, databases, and charts.

Admission Requirements:

- Prior course work or experience in manual bookkeeping systems
- Basic keyboarding skills
- Computer Fundamentals or equivalent (applicants will be required to complete a Computer Fundamentals skills test)

Simply Accounting Introduction

Learn how to effectively use the components of this integrated accounting software for small business. Topics covered include General Ledger, Accounts Receivable, Accounts Payable, Projects, Inventory and Payroll.

May 5 - 26, Thu, 9 a.m.- 3:30 p.m.

Instructor: Rhonda Darbyson
\$374 (includes textbook)

Simply Accounting Intermediate

Building on the skills learned in the introductory course, this course introduces students to more advanced options including inventory control procedures and all payroll functions from recording time worked to printing T4's.

Jun. 2 - 23, Thu, 9 a.m. - 3:30 p.m.

Instructor: Rhonda Darbyson
\$374 (includes textbook)

Okanagan College Simply Accounting Certificate awarded upon successful completion of:

- MSAC 105 - Simply Accounting Level I
- MSAC 201 - Simply Accounting Level II
- MSSS 101 - Spreadsheets Introduction Excel

Spreadsheets Introduction - Excel

Students will learn basic spreadsheet techniques with Microsoft Excel including the creation of simple worksheets, formatting and printing worksheets and creating graphs and charts. There may be other topics specific to the version of software being taught.

Jun. 3 - 17, Fri, 9 a.m. - 3:30 p.m.

Instructor: J. Smith
\$280 (includes textbook)

Word Intermediate

Students will develop skills important for the creation and management of large multipage documents. Topics include file management, text manipulation, tables, merging, sorting, page numbering and headers and footers. There may be other topics that are specific to the version of software being taught. Course prerequisite: Word Introduction.

CRN: 90247

Apr. 19 - May 12, Tue & Thu,
6:30 - 9:30 p.m.

Instructor: Judy Smith
\$374



Register online
www.okanagan.bc.ca/csreg

Register online between April 1 and August 31 for a Continuing Studies course and you will be entered into our draw for a \$100 gift certificate to a restaurant of your choice!

Word: Tables and Columns the Easy Way

Organize your publications with a variety of column formats and options, and include professional looking tables to summarize your thoughts. Course prerequisite: Basic knowledge of Word. CRN: 90356

May 3, Tue, 6:30 - 9:30 p.m.

Instructor: Judy Smith

\$45 + HST

Word: Working with Pictures and Objects

Learn how to easily place pictures and clip art in your documents. Use Word's Objects feature to include drawing features and then manipulate them in your document. Course prerequisite: Basic knowledge of Word.

CRN: 90355

Apr. 28, Thu, 6:30 - 9:30 p.m.

Instructor: Judy Smith

\$45 + HST

PowerPoint in a Day

Improve your skills with MS PowerPoint. Work on techniques such as inserting pictures or shapes, changing slide presentations, and editing and manipulating text.

CRN: 90248

Apr. 20, Wed, 9 a.m. - 3:30 p.m.

Instructor: Judy Smith

\$89 + HST

Introduction to Computer Maintenance

Is your computer slower than it used to be? This course covers the fundamentals of computer hardware, as well as basic PC configuration, preventive maintenance, and diagnostics. You will learn how to clean out the dust bunnies, remove unwanted files and startup items, clean and defrag your system, learn about, and remove adware, spyware and viruses.

CRN: 90249

Apr. 27 - 29, Wed & Fri, 1 - 4 p.m.

Instructor: Judy Smith

\$95 + HST

Introduction to Databases in a Day using MS Access

Be introduced to the basics of database design, while learning how to effectively use Microsoft's Access program to manage a relational database project. Gain the necessary skills to design basic relational databases, create tables, query databases, and create forms and reports to retrieve and display information stored in an Access database. Students must have a confident understanding of computer fundamentals including file naming and saving. Previous experience with Microsoft Office products including Word and Excel would be beneficial.

CRN: 90603

Apr. 29, Fri, 9 a.m. - 4 p.m.

Instructor: Terry Skilbeck

\$89 + HST

Computer Fundamentals

After a brief overview of computer hardware, participants will learn the basics of the Windows operating environment with emphasis on basic terminology, the desktop, icons and shortcuts, the taskbar, launching and closing applications, multi-tasking between programs, and basic Windows properties. Particular emphasis is placed on simple file and folder management, which is a fundamental requirement when working with documents. Students wishing to continue their training with other Continuing Studies computer courses will be required to successfully complete a free online fundamentals test.

CRN: 90553

May 17 - 26, Tue & Thu, 6:30 - 9:30 p.m.

Instructor: Dave Harper

\$159

Basic Web Page Development

This exciting course is an introduction to the fascinating world of web site development and design. In a hands-on environment, students will learn how to create web sites, upload them to a server, and maintain the sites. Some of the technologies and techniques we will explore are html, css (cascading style sheets), creating and using graphics, scripting languages, good design and navigation, site structure, and much more.

CRN: 90580

May 18 - Jun. 11, Wed & Sat

Wed, 6 - 9 p.m., Sat, 9 a.m. - 12 p.m.

Instructor: Terry Kosowock

\$374

"The Basic Web Page Development course gave me the foundation I needed to not only design my own website, but it also gave me the confidence and basic knowledge to design my own logos, brochures, certificates, newsletters and even a cookbook! "

- Tracy Riley

Computers for 50+

Computer Basics for 50+

This course is a must for those who have little computer experience. Students will learn the basics of working with computers and the Windows environment. There are no prerequisites for this course.

CRN: 90554

May 6 - 27, Fri, 12:30 - 3 p.m.

Instructor: Dave Harper

\$109 + HST

Internet Basics -

Email and Surfing for 50+

The two main uses of computers today are surfing the Internet and using Email. What is a URL, a hyperlink, and how do you effectively find specific information on the Internet? Using Microsoft Internet Explorer, locate websites on health, travel, news, recipes, weather, hobbies and much more! This course will also introduce participants to the exciting world of communicating via electronic mail. Learn how to create, send, reply and forward messages and learn how to open and send email file attachments. Add friends to your address book and gain control of your email messages by creating new folders and moving your messages into those folders.

CRN: 90555

May 30 - Jun. 8, Mon & Wed,

10 a.m. - 12 p.m.

Instructor: Dave Harper

\$109 + HST

More of the Basics: Computers for 50+

You're just starting to get comfortable with computers, but have more questions than answers! Continuing from Computer Basics for 50+, gain further skills in working in a Windows XP environment. Improve your file management skills, including burning to a CD and saving to a USB memory stick. Learn how to save time and increase accuracy with 'Cut and Paste' and 'Copy and Paste'. You will also personalize your desktop by creating shortcuts, and continue to practice creating, saving, opening and printing files.

CRN: 90556

Jun. 13 - 22, Mon, Wed & Fri, 1 - 3 p.m.

\$109 + HST

Don't delay, register today!

Waiting to register could result in the class being full,
or even worse... the class being cancelled!



Employment and Professional Development

Continuing Studies is currently researching and developing courses in the following areas:

- Farrier
- Bike Maintenance Technician
- Ski/Avalanche Technician
- Camp Cook Training

Please contact Continuing Studies to be placed on an interest list to get updated information for these exciting new programs!

Palliative Care Certificate

Okanagan College's Palliative Care certificate program addresses the management of the physical, psychosocial, and spiritual concerns of palliative care clients and loved ones. Specifically, it provides participants with enhanced knowledge and skills to care for both the dying and the family or friends supporting them, and to function effectively as part of a palliative care team. The program's two courses follow a provincial curriculum. The first explores attitudes and definitions of death, dying, and grief, as well as the role of cultural and religious influences. The second course focuses on specific issues such as HIV and AIDS, nutrition, care planning and modification, and resource management, and reviews issues related to ethical considerations and caring for the caregiver.

PAL 01 - Sep. 10 - Nov. 19, Sat,
10:30 a.m. - 1:30 p.m.

PAL 02 - Nov. 26 - Feb. 12, Sat,
10:30 a.m. - 1:30 p.m.

Instructor: Claire Scott
\$684

Join us for a free information session:
Jun. 22, Wed, 7 p.m.

Foodsafe - Level I

Foodsafe is a successful training program for students, workers, supervisors and operators in food services. This Level I course emphasizes the top 10 improper practices that cause food borne illness plus the top six job hazards in food

preparation and serving. This is a provincial requirement for everyone involved in any type of food services, including fundraisers. Please note, Interior Health requires students to provide their Care Card number on the exam.

1. CRN: 90349

Apr. 15, Fri, 8:30 a.m. - 5:30 p.m.

2. CRN: 90352

Jun. 6, Mon, 8:30 a.m. - 5:30 p.m.

3. CRN: 95032

Jul. 8, Fri, 8:30 a.m. - 5:30 p.m.

4. CRN: 95033

Aug. 19, Fri, 8:30 a.m. - 5:30 p.m.

Instructor: Brian Gregory
\$89

MarketSafe

MarketSafe is a food safety course developed to increase knowledge of food safety and safe food handling practices for temporary market vendors, farm gate vendors, market managers, home kitchen, small scale food processors, and others who may make, bake or produce lower risk food products for public consumption outside of regulated food premises.

1. CRN: 90350

Apr. 19, Tue, 9 a.m. - 4 p.m.

2. CRN: 90353

Jun. 8, Wed, 9 a.m. - 4 p.m.

Instructor: Brian Gregory
\$89



Small Engine Repair

Does starting your lawnmower every spring cause endless frustration? Then sign up for our six session small engine repair class and learn about ignition, compression, starting systems, valves, timing and governors. This theory and practical class will provide participants the opportunity to work on their own lawnmowers, generators and weed eaters. Practically any two and four stroke engines. Course fee includes student manual.

CRN: 90434

May 5 - Jun. 9, Thu, 6:30 - 9:30 p.m.

Instructor: *Glenn Coe*

\$129 + HST

Security Training Programs

Security Professionals working in the province of British Columbia are required to complete mandatory training prior to being eligible for provincial licensing.

Basic Security Training

If you want a career as a security guard, security alarm installer, locksmith, private investigation or armoured car guard, you'll need to start your training with Basic Security Training. The Basic Security Training (BST) course is a provincially mandated 40-hour course. In order to become security licensed as a security worker in British Columbia, you will now require the new BST 40-hour theory course.

CRN: 90251

May 9 - 13, Mon - Fri, 8:30 a.m. - 4:30 p.m.

Exam: May 18, Wed, 4 - 7 p.m.

Instructor: *Frank McConnell*

\$414.74 (includes textbook and exam fee)

Advanced Security Training

If you are required to carry and use handcuffs in your performance of duties, you are required to take this 24-hour course. You will learn about: the Security Services Act & Regulations, Advanced Force Options theory, control tactics, the application of restraints, proper reporting and documentation. Students must be fluent in English and able to obtain a clear criminal record search/police check to apply for their provincial licensing through JIBC.

Prerequisites: *Basic Security Training (BST)*

CRN: 90252

May 16 - 18, Mon -Wed, 8:30 a.m. - 4 p.m.

Exam: May 18, Wed, 4 - 7 p.m.

Instructor: *Frank McConnell*

\$440.75 (includes textbook and exam fee)

S-100 Fire Suppression

Under the Wildfire Act, workers must be trained and certified in fire suppression techniques. This course is designed to meet the training requirements for those who work in the forests of British Columbia, and meet the training requirements of the Wildfire Act and accompanying regulations for people temporarily hired by the BC Ministry of Forests.

CRN: 90312

May 14 & 15, Sat Sun,

8:30 a.m. - 4:30 p.m.

Instructor: *Jake Jacobson*

\$225

S-100 Basic Fire Suppression Recertification

WCB Occupational Health & Safety Regulation, Part 26, Section 26.19, Item 2, requires that workers required to fight forest fires must be retrained annually. In accordance to this regulation and in agreement with the BC Forestry Service, Okanagan College offers a review course based upon the safety aspects of sections 1, 2, 3, 4 and 5 of the S-100 course. Participants must have one year or less wildfire or bush experience with 2 day course less than 4 years ago.

CRN: 90313

May 14, Sat, 8:30 a.m. - 12 p.m.

Instructor: *Jake Jacobson*

\$85



Get a Job!

Want a summer or after school job? Find out how to find, get and keep your job, what's needed on a resume that will get you hired, and how to ace an interview. Also gain valuable experience in cash handling, customer service, and certificates in first aid, Foodsafe and WHMIS.

CRN: 90611

May 26 - Jun. 25, Thu & Sat,
Thu, 6 - 9 p.m. & Sat, 9 a.m. - 1 p.m.
\$275 + HST

Traffic Control Person Certification

This two-day traffic control course is a provincial regulatory requirement and certification is valid for three years. Successful completion of this standardized training course will satisfy the requirement of WorkSafeBC for those wishing to work as a Traffic Control Person. Participants will experience both classroom and practical instruction. Students are to bring a passport photo (must be authentic passport paper quality) in order to receive photo qualification required through the Construction Safety Network as well as wear safety-toed footwear the second day and please wear suitable outdoor clothing.

1. CRN: 90408

Jun. 4 & 5, Sat & Sun,
8:30 a.m. - 4:30 p.m.

2. CRN: 95127

Jul. 9 & Jul. 10, Sat & Sun,
8:30 a.m. - 4:30 p.m.

3. CRN: 95128

Aug. 20 & Aug. 21, Sat & Sun,
8:30 a.m. - 4:30 p.m.

Instructor: Vicki Skjei

\$275.25 (includes textbook)

Air Brakes Endorsement

This course has been designed to prepare students for the ICBC written examination for an air brake endorsement to operate air brake equipped highway vehicles. Emphasis is placed on safe operating procedures, and ongoing maintenance for air brake systems. This course includes one day of theory and a airbrake pre-trip hands on practical portion. Upon successful completion of this course, students have 30 days to write your air brake endorsement exam at the ICBC Driver Services Centre. Please note, there is an ICBC \$15 exam fee which is payable by the student directly to ICBC.

Prerequisite: Students must have a valid BC driver's license.

CRN: 90546

Jun. 17 - 19, Fri - Sun,
Fri, 6 - 10 p.m., Sat & Sun,
8:30 a.m. - 4:30 p.m.

(Practical hours may vary depending on enrolment)

Instructor: Chris de Broekert
\$225

Opportunities in Alternative Energy

The growing demand for renewable energy solutions to provide heat and power has led to the development of dozens of different systems and configurations that rely on "biomass" as fuel. Any initiatives that act as a catalyst for deploying near-term bioenergy technologies or involve research for the development and demonstration of new bioenergy technologies that are environmentally sustainable in the long term are being viewed as high priority and likely to attract funding. British Columbia, having one of the largest forested areas in the world, is well positioned to become a major player in the global bioenergy sector. This requires the creative skills of professionals, especially engineers from all disciplines.

NOTE: Course is held at the Kalamalka Campus - Vernon.

CRN: 90363

Apr. 15, Fri, 7:30 - 9:30 a.m.
\$50 + HST



First Aid

Occupational First Aid - Level I

This eight-hour course provides training in basic first aid and includes CPR. Students will learn self-help or first help of an injured patient and how to stabilize him or her until more trained help arrives. Videotapes, lectures and practical training will cover bleeding control, artificial respiration, examining an unconscious patient and choking. A Worksafe BC certificate will be issued upon successful completion. Students must be 16 years of age to receive certificate.

1. CRN: 90260,
May 6, Fri
2. CRN: 90574
Jun. 7, Tue
3. CRN: 95053
Jul. 9, Sat
4. CRN: 95054
Jul. 25, Mon
5. CRN: 95055
Aug. 10, Wed
6. CRN: 95056
Aug. 22, Mon

All classes 8:30 a.m. - 4:30 p.m.

Instructor: Brian Parsons

\$98.45 (includes textbook)

Transportation Endorsement

This eight-hour program provides WCB-accepted training in transportation protocol for first aid certificate holders. It gives Occupational First Aid Level 1 and 2 certificate holders the required training to move injured workers by using a spine board or basket stretcher. The transportation endorsement expires with the Level 1 and 2 certificates. Prerequisite: students must submit their WCB OFA Level 1 or Level 2 certificate number when registering.

CRN: 90273

May 30, Mon, 8:30 a.m. - 4:30 p.m.

Instructor: Brian Parsons

\$99 (includes textbook)

Occupational First Aid - Level III

This offering was previously called Industrial First Aid. This level of certification is now required for industries where response times from the Provincial Ambulance Service may be more than 20 minutes. Worksafe BC certificate (valid for three years) will be given upon successful completion of practical and written exam. As you will be required to do some heavy lifting, please check with your physician prior to registration if you have ongoing injuries that may interfere with this requirement. Pre-reading is required.

CRN: 90427

Jun. 13 - Jun. 24, Mon - Fri,
8:30 a.m. - 4:30 p.m.

Test dates: Jun. 28 & 29

Instructor: Jim Bieber

\$712 (includes textbook)

Please call 250-804-8888 for Occupational First Aid Level III Recertification dates/times

CPR C/AED

Covers skills needed to recognize and respond to cardiovascular emergencies and choking in adults, children and babies. The course includes adult/child/baby CPR, AED training and certification, rescue breathing, obstructed airway and barrier device/pocket masks.

CRN: 90275

May 6, Fri, 8:30 a.m. - 4:30 p.m.

Instructor: Lila Bagg

\$82.35 (includes textbook)



Register online
www.okanagan.bc.ca/csreg



Emergency Childcare

First Aid and CPR B

An overview of First Aid & CPR techniques taught in an interactive environment for individuals who care for infants or children in the workplace or at home. It covers skills needed to recognize, prevent, and respond to cardiovascular emergencies for adults, children, and babies, as well as other topics including choking, airway and breathing emergencies, and prevention of disease transmission.

CRN: 90277

May 20, Fri, 8:30 a.m. - 4:30 p.m.

Instructor: Lila Bagg

\$82.35 (includes textbook)

Standard First Aid and CPR Level C

Comprehensive First Aid & CPR techniques for those who need training for work requirements, or who want more knowledge to respond to emergencies in the workplace, home or at play.

The course covers a variety of topics from basic (such as cardiovascular and breathing emergencies, prevention of disease transmission) to in-depth topics, such as sudden medical conditions and injuries to the head and spine. The CPR C component of the course covers skills needed to recognize and respond to cardiovascular emergencies and choking in adults, children and babies. A certification in using an AED (Automated External Defibrillator) is also included.

1. CRN: 90651

Apr. 19 & 20, Tue & Wed

2. CRN: 90652

May 16 & 18, Mon & Wed

3. CRN: 90278

Jun. 8 & Jun. 10, Wed & Fri

4. CRN: 95118

Jul. 26 & 28, Tue & Thu

5. CRN: 95119

Aug. 16 & 18, Tue & Thu

All classes 8:30 a.m. - 4:30 p.m.

Instructor: Lila Bagg

\$161.25 (includes textbook)



Health and Safety

Prenatal Complete Series

The objective of our Prenatal Classes is to allow the mother-to-be, her partner and/or her support person to gain the essential knowledge of a healthy pregnancy, learn the practical skills so important to a positive childbirth experience as well as receive valuable information on early care of the newborn. Our childbirth educators work in partnerships with the client, health professionals and the community. *Subsidies may be available; please ask for details when registering.*

1. CRN: 90113

May 4 - May 25

2. CRN: 90114

Jun. 8 - Jun. 29

3. CRN: 95116

Jul. 6 - Jul. 27

All classes Wed, 7 - 9 p.m.

Prenatal Condensed Series

4. CRN: 95117

Jul. 23, Sat, 8:30 a.m. - 5 p.m.

Instructor: Shannon Qiodravu

\$79 + HST

Chakras for Beginners

This is an introductory guide to the ancient Indian system of Chakras, these centres of spinning energy help maintain your physical, mental and spiritual balance. This course offers practical ways to locate, experience and work on and with your Chakras, empowering and enabling you to rebalance your energy. Understanding Chakras involves many areas; we will be working with colour, crystals, meditations, gentle stretching and opening exercises, open questions and affirmations. You will learn about the functions and attitudes of the seven major Chakras, and how they interact and relate to your body and your life.

CRN: 90359

Apr. 12 - May 3, Tue, 6:30 - 8:30 p.m.

Instructor: Anne Briggs

\$60 + HST

Crystal and Gemstone Healing

Learning how to identify and use the healing power of crystals and gemstones for balance, health, luck and well-being. Crystal layout, feeling crystal energy and making elixirs will be discussed.

CRN: 90360

Apr. 14 - 28, Thu, 6:30 - 8:30 p.m.

Instructor: Anne Briggs

\$45 + HST

Wire Wrapping Crystals

In this hands-on workshop, participants will learn to wrap copper wire around crystals and gemstones for display or to wear as jewellery. Please bring needle nose pliers, a wire cutter and any crystals you want to wrap. Materials may also be purchased from the instructor prior to class. Some crystals may be purchased from the instructor at a cost of \$1 - \$5 each.

CRN: 90361

May 5, Thu, 6:30 - 8:30 p.m.

Instructor: Anne Briggs

\$15 + HST

Shiatsu for Beginners

An introductory course, intended for use at home, Shiatsu for Beginners is designed to teach you the simple application of pressure points to ease aches and pains, headache, fatigue, stiffness and cramps, to improve digestion and sleep patterns, and to promote health and well-being for the entire body. Participants will learn about the origins and application of modern day Shiatsu, the Oriental philosophies of the Yin Yang and Five Element Theories and discover how, when our vital energy moves freely through the channels in our bodies, we can achieve balance and harmony.

CRN: 90362

May 24 - Jun. 2, Tue & Thu, 6:30 - 8:30 p.m.

Instructor: Anne Briggs

\$60 + HST

Mini Med School

Satisfy your curiosity about health science and understand the health-related information that has flooded TV, the internet and print media. Mini-Med School is a series of lectures offered by medical professionals and practitioners presenting current issues in health science. Become a more informed patient, a better care-giver, take care of your own well being or become a better informed consumer of information and resources. A portion of proceeds from Mini Med School will create a bursary for Salmon Arm Continuing Studies students.

Chronic Obstructive Pulmonary Disease - More than Just Lungs. Smoking Cessation - Will it Help?

CRN: 90605

May 18, Wed, 6:30 - 8:30 p.m.

Instructor: Medical Resident Dr. Rachel Gagnier

\$35 + HST

Diabetes - Myths, Reality and Current Practice

CRN: 90607

Jun. 15, Wed, 6:30 - 8:30 p.m.

Instructor: Dr. Scott McKee

\$35 + HST



**Horticulture****Understanding Your Soil for Better Success**

The most important part of your garden is the soil. The most important factor governing your success as a gardener is the soil's condition. This course will highlight soil fertility, soil types, how pH affects soils, treating problem soils and soil enhancement through the use of mulches, compost and other amendments.

CRN: 90345

Apr. 20, Wed, 6:30 - 8:30 p.m.

Instructor: Eric Reynard

\$19 + HST

Languages**Italian - Level I**

If you've ever wanted to learn Italian, sign up for this fun and practical course. This is a basic beginner's level Italian. It will appeal to those who have never taken any Italian. Emphasis will be on verbal communication and will focus on the skills you need to make yourself understood as well as gaining a foundation for further acquisition of Italian language skills.

CRN: 90635

May 17 - Jun. 17, Tue & Fri, 1 - 3:30 p.m.

Instructor: Caleb Espinoza

\$149 + HST

Water-Wise and Wildlife Friendly Landscaping

Spend the day learning about xeriscape (water-wise) and naturescape (wildlife friendly) landscaping. Topics will range from designing and planning a project to long-term maintenance. Our semi-arid climate, scarce water issues, and pressures on wildlife habitat are the foundation of this interesting and informative class.

CRN: 90344

Apr. 13, Wed, 6:30 p.m. - 8:30 p.m.

Instructor: Eric Reynard

\$19 + HST

Register online
www.okanagan.bc.ca/csreg

**Small Farm MANAGEMENT****Land Management**

This short course ties all the aspects of farming – land, farm, and ecosystem – together into one unit. Manure and field management, concepts and of commercial and organic farming, and managing land and livestock for long term life investment.

CRN: 90358

Apr. 12 - 19, Tue, 6 - 9 p.m.

Apr. 30, Sat, 9 a.m. - 12 p.m.

Instructor: Rob Fensom

\$199 + HST

Reproduction and Health Care for Cattle, Goats and Sheep

Raising livestock requires knowledge in reproduction and birth. Learn about a stockman's year, breeding management, prenatal care and nutrition and birthing and assistance of your herd or flock. Field trips will be attended to allow for observation of pre and postnatal care of livestock.

Apr. 9, Sat, 8:30 a.m. - 4:30 p.m.

Instructor: R. Fensom

\$109 + HST





Leisure Studies

Introduction to Bicycle Maintenance - The Tune-Up

Learn to perform a bicycle tune-up. From minor wheel truing to patching and replacing tubes to using the right tools, get the skills to get, and keep, your bike on the road.

CRN: 90612

May 4 - May 18, Wed, 6 - 9 p.m.

Instructor: Barry Tranquada

\$129 + HST



Road and Trailside Bicycle Repair

Learn to get rolling again when your bike has a road or trailside meltdown. Flat/torn tires, shifting and braking adjustments, chain problems, and tweaked wheels are among the gremlins you will learn to deal with; also what to take on your rides.

CRN: 90613

May 25, Wed, 6 - 9 p.m.

Instructor: Barry Tranquada

\$45 + HST

An Introduction to Mountain Biking

Learn the basics of mountain biking. Get tips on how to do proper bike set up, cornering, braking, climbing, front wheel lifts and more. This course will instill confidence and improve overall bike handling. This eight-hour course is recommended for the beginner Mountain biker with little or no trail experience. Please ensure that your bike is in good working order. Check with our local bike shop for information on a spring tune-up. CRN: 90614

May 28, Sat, 9 a.m. - 5 p.m.

Instructor: Barry Tranquada

\$99 + HST

Fine Tune Your Mountain Biking Skills

This course will include a quick review of and building upon of all the skills taught in the introduction course. You will also get the opportunity to practice small jumps, high speed cornering & track stands with Lorraine's guidance. This eight-hour course is recommended for the Intermediate Mountain Biker with a season of experience. Please ensure that your bike is in good working order.

CRN: 90615

Jun. 11, Sat, 9 a.m. - 5 p.m.

\$99 + HST

Taking Better Indoor and Outdoor Digital Photographs

If you know how your digital camera works, will you necessarily get more interesting and better composed photographs? Sadly... no! But with some basics in composition, the elements of design and the knowledge of a few of your digital camera's bells and whistles, you'll soon be taking exceptional portraits and outstanding outdoor shots with confidence and ease. Indoors we start with the rule of thirds, mix in a dash of leading lines and primary subject focus, stir it all together with digital and optical zooming techniques, lighting and posing techniques and tips and before your eyes, you've got people pictures that'll wow! Now go outdoors for some practice - up close of the blossoms and bees, some distance shots of the clouds and mountains, throw in every subject around you, moving or still, or in between and suddenly you're showing the world your vision in pictures.

CRN: 90301

Apr. 15, Fri, 10 a.m. - 3:30 p.m.

Instructor: Dave Harper

\$75 + HST

DIY Homeowner **Electrical Projects**

Planning a renovation that requires additions or alterations to your home's electrical system? If you enjoy the challenge of completing projects yourself under a Homeowner's Electrical Permit, this course provides every homeowner the opportunity to save money while gaining a greater understanding of their home's electrical system. Learn, from start to finish, all the steps required to safely complete the electrical work in a bathroom, kitchen, garage renovation, or unfinished basement. This unique learning opportunity encourages participation in the electrical experience while providing the necessary information to successfully complete a variety of electrical projects. This course is designed for you to follow along with your project, from start to finish. Bring your project questions to class.

CRN: 90583

Apr. 16, May 14 & May 28 Sat, 9 a.m. - 2 p.m.

Instructor: Terry Skilbeck
\$249 + HST

Indian Food

This course is designed to provide a lavish Indian lunch for your family and friends. Participants will learn the art of combining mild, but flavourful spices with either yogurt or cream to make a rich base for the dish Chicken Shahjehani. They will also make a traditional Indian rice with nuts and raisins, Paratha (Indian flat bread) to complement a prawn stir fry, an Indian salad and Shrikand (Indian dessert with saffron and cardamom)

CRN: 90337

Apr. 27, Wed, 6:30 - 9:30 p.m.

Instructor: Nimmi Erasmus
\$45 + HST

LEGO Mini Robotics

Be introduced to the world of engineering. Build LEGO models using real sensors and motors and then use a computer to program your model to really work!

CRN: 90253

Apr. 29, Fri, 9 a.m. - 3:30 p.m.

Instructor: Kim Webster
\$44 + HST

Energy Star Ratings 

Do you understand energy star ratings as an explanation of how energy efficient your fridge is? Or what you should be looking for when purchasing a new stove? Find out about the rating system and how it relates to major appliances, lighting fixtures, and windows - anything that has the energy star logo. Product comparisons will be made so that you can make informed purchases.

CRN: 90431

Apr. 30, Sat, 9 a.m. - 11 a.m.

Instructor: Terry Skilbeck
\$39 + HST

Home Theatre 
Entertainment Systems

Bring the theatre experience to your home. This course provides you information on new technology options available to you in the home entertainment market and an understanding to help you make informed decisions about purchasing the components that best suit your needs. Topics include types of televisions and movie players, home theatre design and wire considerations, satellite, home audio, and gaming systems, wireless network routers, home audio systems and home computer integration.

CRN: 90529

Apr. 30, Sat, 12 - 3 p.m.

Instructor: Terry Skilbeck
\$55 + HST

Eating Green 

What food we choose to consume impacts our bodies, the economy, and the environment. From choosing organic versus non-organic, picking local versus imported, deciphering confusing food labels, and how to pick the right produce at the counter or the Farmer's Market, make the right choices to meet your food needs.

CRN: 90618

May 5, Thu, 6 - 9 p.m.

Instructor: Robert Fensom
\$45 + HST



Basic

Automotive Maintenance

Basic automotive maintenance is important and necessary to ensure a long life for your vehicle. Learn the basics of auto maintenance, such as tire maintenance, checking fluid levels, and light function checks. Review your owner's manual, its importance to your car's maintenance and how to use your owner's manual. This course is ideal for new drivers or for individuals who are unfamiliar with basic car maintenance.

CRN: 90430

May 7, Sat, 9 a.m. - 3:30 p.m.

Instructor: Randy Hiebert

\$89 + HST

Connecting with Your Innate Artist: Art Therapy for Adults

If you are interested in connecting with the creative side of yourself in an intuitive way, this course is for you. Group art therapy activities will be used to encourage the participants to experience different aspects of art therapy and explore art as a method of self-expression, self-exploration, and a unique way of communication. Eiko's knowledge and experiences as an art therapist will awaken the undiscovered side of you. Artistic skills are not required but courage, curiosity, and creativity are encouraged. Registration fee includes all materials and supplies.

CRN: 90571

May 7 & May 8, Sat & Sun, 9 a.m. - 4 p.m.

Instructor: Eiko Uehara

\$159 + HST

Learn from the Horses:

Non Verbal Communication

Working with horses, this fun course about self awareness will help you learn some of the ways in which we communicate with each other without even being aware of what our bodies are really saying. Learn to read body language, understand emotions, how to interact in groups, improve relationships in the work place and home environments. Horses are great teachers of these skills, as they live naturally in groups co operating and interacting effortlessly for mutual benefit without a word ever being spoken!

CRN: 90630

May 28 - Jun. 4, Wed & Sat

Wed, 6 - 8 p.m. & Sat 9 a.m. - 1 p.m.

\$179 + HST



Instructor, Helen Amanda Russell, is the founder of Shadowdancer - a business promoting human self-awareness facilitated by horses. She is a British Horse

Society Instructor and an Advanced Epona Facilitator and contributing author in the Horse as Teacher series. Helen shares her passion for solving training issues and enhancing personal development through, public demonstrations, private clinics and one on one facilitation.

www.shadowdancer.ca

Don't delay, register today!

Waiting to register could result in the class being full, or even worse... the class being cancelled!



Raising Chickens - From Coop to Care

Raise chickens in your own back yard and enjoy the benefits of eating fresh eggs and keeping your lawn fertilized and bug free. Learn how to build a moveable chicken coop and care of chickens in your own back yard.

CRN: 90619

May 25 - 28, Wed & Sat

Wed, 6 - 9 p.m. & Sat 9 a.m. - 12 p.m.

Instructor: Rob Fensom

\$89 + HST

Heat Pumps

Heat pumps are additions to your existing heating and cooling system and can result in either reductions or increases in your energy consumption if you don't know the facts. Find out if they are worth the effort and cost of installation with your current system. This course will introduce you to the concepts behind the technology and help you choose the right kind of heat pump for your needs.

CRN: 90532

Apr. 9, Sat, 9 - 11 a.m.

Instructor: Barry Brooks

\$39 + HST

Gold Panning for Beginners

Strike it rich and enroll in this fun and fascinating two Saturday program where you'll learn where to pan, how to pan, and the equipment you'll need to do so. Our instructor, Tom McDermott will let you in on the good locations to pan in the stream, the best streams in the region and which streams don't require a 'claim' to pan in. You will be provided with maps, stories of gold, titles to great books and warnings of potential 'rip offs'. Day two of this program will include a field trip to Kamloops to try out your new found panning skills.

CRN: 90617

May 28 & May 29, Sat & Sun,
9 a.m. - 4:30 p.m.

Instructor: Tom McDermott

\$149 + HST

The Joy of Sketching

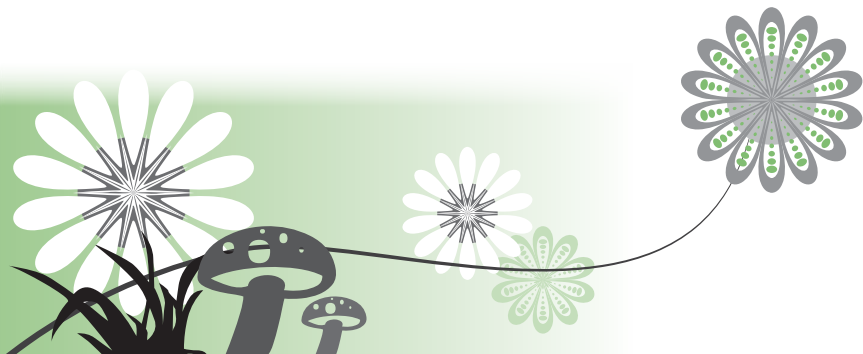
Sketching and drawing are the foundation for all works of art. In this course you will learn the value of keeping a sketchbook. We will explore various media including watercolour, pencil, inks, pastel, and charcoal. We will study the sketchbooks of the masters ranging from Leonardo to Sargent to modern day masters like Reid or Zbukvic. We will work in class and (weather permitting) in various locations around the college/city.

CRN: 90354

May 30 - Jun. 20, Mon, 6:30 - 9:30 p.m.

Instructor: Justin Maas

\$89 + HST



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LEGO Mindstorm	5		

Register online
www.okanagan.bc.ca/csreg



1. ONLINE



Registering for a non-certificate course?

ONLINE REGISTRATION www.okanagan.bc.ca/csreg

2. CERTIFICATE COURSES

Students fill out an application form first. Application forms are available online at www.okanagan.bc.ca/apply or contact the College for a registration form at 250-804-8888 or 1866-352-0103.

Once the completed application has been received, reviewed and accepted by the College, the College will advise you of your next step towards registration.

3. BY PHONE



Phone-in registrations will be accepted for Continuing Studies courses by using your Visa, Mastercard or AMEX.

Call **250-804-8888** or toll free **1-866-352-0103**.

4. IN PERSON

Visit our Salmon Arm campus located at **2552 10th Ave NE (TCH) (behind the Sunwave Centre) (April - August, Monday to Friday, 8 a.m. - 4 p.m.)**

5. BY MAIL OR FAX



Call us at **250-804-8888** and we will send you a registration form or application form. Complete the form and mail or fax it to: Okanagan College, Continuing Studies, P.O. Box 189 Salmon Arm, BC V1E 4N3 or **FAX to 250-804-8850**.

Fee Deferrals

Fee deferrals are available for Continuing Studies students enrolled in any Okanagan College certificate program. This process allows students to pay for their tuition in installments without interest charges while the program is in progress. Contact Continuing Studies for more information.

Refund Policy

Students will be issued a full refund if Okanagan College cancels a course. Okanagan College reserves the right to cancel or postpone a course due to low enrolment, unavailability of instructors, facilities, or other unforeseen circumstances. If it is necessary to cancel a class, Okanagan College will provide students with 48 hours notice whenever possible.

Non-certificate Program Withdrawal

We will be pleased to refund course fees if you withdraw at least two business days (48 hours) in advance of the class start date. No refund will be issued if you withdraw with less than two business days notice. Please allow 30 days for processing and mailing of refunds. Refunds do not include cost of books or other supplies.

CS Certificate Program Withdrawal

Registered students withdrawing prior to the start of certificate programs will be subject to a \$200 nonrefundable fee. It is the student's responsibility to be informed about refund policies and to contact Continuing Studies in writing when withdrawing.

Information

Discrepancies

On occasion, information in this guide including listed fees may be incorrectly printed. Okanagan College reserves the right to correct pricing or course details at time of registration.

N.S.F Cheques

There will be a charge of \$25 for any N.S.F. cheque.

Registration Form

To apply for Okanagan College certificate programs: Please contact your local centre for an application package or download an application form at: www.okanagan.bc.ca/apply

To apply for non-certificate programs: Please complete and submit this form

Mr. Mrs. Ms. Miss

Last Name First Name Initial

Birthdate (dd/mm/yy) Address

City Postal Code

Day Telephone Evening Telephone

Email Fax

Course Title Campus or Centre Course

Number Start Date Fee

Course Title Campus or Centre Course

Number Start Date Fee

Fee in full must accompany registration. Cheques should be made payable to Okanagan College.

Cheque Money Order Purchase Order
 Visa Mastercard Amex

Card Number Expiry Date

Cardholder's Name Signature of Cardholder

Completed forms can be faxed, mailed, or delivered in person.



okanagan
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Get a new career or increase your employment skills in less than a year with one of these certificate programs:

Programs Offered in 2011/12

- ARC/INFO GIS Certificate
- Basic Accounting Certificate
- Custodial Worker Certificate
- Dental Office Administrative Assistant Certificate
- Landscape Horticulture Certificate
 - Palliative Care Certificate
- Simply Accounting Certificate

See certificate details online at www.okanagan.bc.ca/cs