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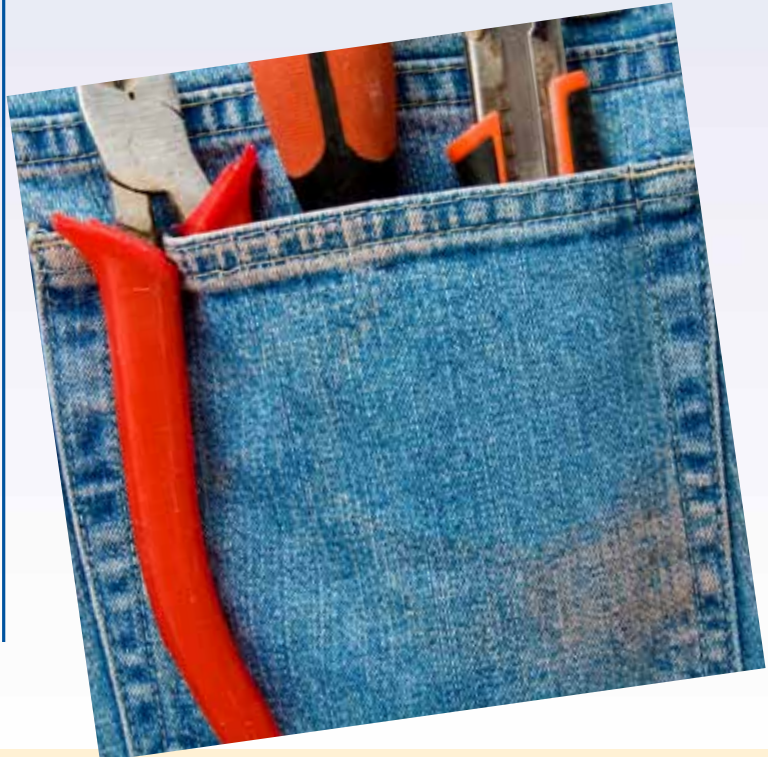
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## ***WELCOME to the EITC Community Education Program!***

*We are excited to present our winter 2012 Eastern Idaho Technical College Workforce Training & Community Education Program! It is our intent to present a comprehensive program of short-term classes and workshops to upgrade your skills or to inspire you to develop and pursue a new hobby or passion.*

*You will find a variety of courses that are specially designed to help you balance your life and work. Check out our creative arts classes in music, photography, and drawing. While you're at it, why not try one of our health and wellness classes in meditation, Zumba, Yoga or Tai Chi? Of course we always provide a wide selection of job training and continuing education classes in apprenticeship, computers, and digital and graphic arts. This may be the season to try one of our online classes that are fun and convenient. We pride ourselves in offering programs to meet your life goals.*

***The Staff of the Eastern Idaho Technical College  
Workforce Training & Community Education Program***





## ACCOUNTING

### Introduction to QuickBooks

Students in this course will learn principal functions of QuickBooks including how to setup a company, create accounts, create and modify a chart of accounts. They will learn to create customers/jobs, vendors, and employees, as well as create invoices, pay invoices, turn on sales tax, create credit memos, sales receipts, transfer funds, make deposits, write and print checks, create splits, work in the register, reconcile bank statements. Learn how to add item lists, such as items, subtotals, and groups. Also, learn lots of keyboard shortcuts, tips and tricks, and modifying preferences in QuickBooks. Book Required.

ACCT-101-01SP	W		7:00 pm-10:00 pm
01/25-02/29	\$90	512	Gellings

### Intermediate QuickBooks

Students in this course will enter bills for items, receive items into inventory, backup and restore data, create accountants copies, audit trails, e-mail data files, set up users with passwords and privileges, set a closing date, search for items, memorize transactions, journal entries, quick reports, reporting, customize invoices, payroll, and tax information. If time permits we will also cover customizing your icon bar, create and mark done to-do list notes, and merge two vendors/customers.

ACCT-100-01SP	W		7:00 pm-10:00 pm
03/14-04/18	\$90	512	Gellings

## APPRENTICE/ JOURNEYMAN

### NEC Grounding

Journeyman Electricians will receive 8 hours of continuing education on grounding and bonding of electrical systems. It is the most important and least understood activity in the electrical, data processing and communication industry. Those attending this program will learn the basics as well as the advance concepts necessary to understand the practical grounding and bonding rules in the NEC 2008 for systems not over 600V.

APPR-117-01SP	S		8:00 am- 5:00 pm
02/11-02/11	\$95	541	Baird
APPR-117-02SP	S		8:00 am- 5:00 pm
03/31-03/31	\$95	541	Baird

### Electrical Journeyman Test Prep

Covers electrical theory, calculation and 2008 NEC.

Online \$90  
Call to set up account 524-3000 ext. 3345

### NEC Code Update

This class will cover the significant changes to the most current National Electrical Code. No book needed.

APPR-118-01SP	S		8:00 am- 5:00 pm
01/21-01/28	\$190	541	Baird
APPR-118-02SP	S		8:00 am- 5:00 pm
03/03-03/17	\$190	541	Baird

## ARTS

### Dig. Point & Shoot Photography

Learn to make great photos using your digital point & shoot camera. We will teach you what the manual doesn't. Class covers how to use the different camera modes, controlling depth of field, stopping action, using flash, composition and more.

ARTS-103-01SP	M		7:00 pm- 9:00 pm
01/23-01/30	\$40	6248	Hahn
ARTS-103-02SP	T		7:00 pm- 9:00 pm
03/13-03/20	\$40	6248	Hahn

### Beginning DSLR Photography

Take your camera off automatic. Learn what all those dials and buttons do. This course will provide you with the basics of camera operation to "GET THE PICTURE". You will learn to set your camera to create the vision you see of your subject. To help make your photos even more special, you will learn about composition and special tricks and techniques.

ARTS-122-01SP	Th		7:00 pm- 9:00 pm
02/02-02/09	\$40	6248	Hahn
ARTS-122-02SP	T		7:00 pm- 9:00 pm
03/27-04/03	\$40	6248	Hahn

### Intermediate DSLR Photography

Do you know the basic operation of your DSLR camera? Now make your photos pop! Learn the craft of photography. Gain understanding of how to manipulate the aperture, shutter speed and light sensitivity (ISO) to create great looking photos. The ins and outs of color balance, histograms and exposure compensation are just some of the topics covered.

ARTS-140-01SP	T		7:00 pm- 9:00 pm
02/14-02/21	\$40	6248	Hahn
ARTS-140-02SP	Th		7:00 pm- 9:00 pm
04/05-04/12	\$40	6248	Hahn

### Advanced DSLR Photography

Move in to the areas where professionals tread. Put your camera through its paces using manual settings and learn tricks for better use of shutter/aperture priority. Use color balance to your advantage, control the contrast between the background and foreground. Learn simple flash techniques to enhance your pictures. Dabble in High Dynamic Range (HDR) techniques for stunning control of shadows and highlights. All this and more topics will be covered.

ARTS-150-01SP	Th		7:00 pm- 9:00 pm
03/01-03/08	\$40	6248	Hahn
ARTS-150-02SP	Th		7:00 pm- 9:00 pm
04/19-04/26	\$40	6248	Hahn

### Digital Photo: Basic & Beyond

Get the most out of your digital camera. Class will cover technical and general photographic issues, light and color, and focus on applying these techniques and ideas to further your photographic skills.

ARTS-151-01SP	M		7:00 pm-10:00 pm
02/06-02/13	\$50	522	Schroeder

### Watercolor

Through classroom practical experience students develop a strong foundation in watercolor technique in traditional transparent watercolor. This course is suitable for all skill levels.

ARTS-106-01SP	W		6:00 pm- 8:30 pm
01/25-02/29	\$70	573	O'Neil

### How to Draw Birds

An introductory course in sketching birds from skeleton to feather. Studies will include many birds and their habitats with pencil, ink, colored pencil and watercolor. We will break for 1 hour from 12 - 1.

ARTS-132-01SP	F		10:00 am- 4:00 pm
03/09-03/09	\$30	510	O'Neil

### How to Draw Flowers

Learn how to draw simple flowers to complex, using line, shape and form. We'll explore a variety of flowers using pencil, pen, colored pencil and watercolor. We will break for 1 hour from 12 - 1.

ARTS-134-01SP	F		10:00 am- 4:00 pm
03/16-03/16	\$30	510	O'Neil

### Travel Sketching in Pen & Ink

Learn how to journey with your sketchbook. Capture street scenes, markets, people and landscapes. Use graphite pencil, pen and ink with colored pencils. We will break for 1 hour from 12 - 1. This class is designed to coordinate with the Bookbinding workshop: longstitch.

ARTS-135-01SP	F		10:00 am- 4:00 pm
02/03-02/03	\$30	510	O'Neil

## Drawing With Colored Pencils

Next to crayons, colored pencils are probably the most widely used artistic medium. Everyone has them, yet so many under utilize their potential. In this course, students will study and apply basic color theory as they learn to render beautifully in color while exploring the unique, little-known qualities of the colored pencil medium. We will break for 1 hour from 12 - 1.

ARTS-136-01SP F 10:00 am- 4:00 pm  
02/10-02/10 \$30 510 O'Neil

## So You Think You Can't Draw

Have you always wanted to be able to draw but never thought you could learn? Drawing, like any other skill, can be learned and mastered with diligent practice. Much of drawing is learning to observe simple lines, shapes and values in the world around you and then transferring these elements successfully to a two-dimensional surface. This class will take you step by step through the fundamentals of drawing basics giving you the skills necessary to begin your journey in art, carrying you from timid-but-hopeful to a confident artist.

ARTS-142-01SP W 3:00 pm- 5:30 pm  
01/25-02/29 \$70 574 O'Neil

## Illustration

An introductory course in storybook illustration not intended as a beginning drawing course. Bring a short story or poem and learn the basics of storybook illustration. Instruction will incorporate stylistic design including selection of medium, designing the characters, creating environments, storyboard layout, narration and pictorial sequencing.

ARTS-143-01SP W 3:00 pm- 5:30 pm  
03/07-04/11 \$70 574 O'Neil

## Landscape Painting

Learn the basics of painting rich and vibrant landscapes using oil paint. Studies will include color mixing and application, intensity and contrast, with exercises in both urban and rural settings. Finish a painting ready to frame and hang in your home.

ARTS-144-01SP W 6:00 pm- 8:30 pm  
03/07-04/11 \$70 573 O'Neil

## Bookbinding Workshop

This simple, easy to make technique is durable, versatile and will lay flat when open. The long stitch is traditionally leather bound, and is perfectly suited for travel-sketching journals in both watercolor and ink. This class is designed to coordinate with "Travel Sketching in Pen and Ink." We will break for 1 hour from 12 - 1.

ARTS-145-01SP F 10:00 am- 4:00 pm  
01/27-01/27 \$30 510 O'Neil

## Art for Elementary Teachers

Are you a teacher with a limited budget but still know the importance of the fine arts in education? This class will show you how to create beautiful fine art lesson plans for your students using the supplies you already have such as crayons, colored pencils, markers and where available basic painting sets such as watercolor or tempera.

ARTS-146-01SP F 4:30 pm- 7:00 pm  
02/03-02/10 \$30 510 O'Neil

## Gouache & Ink

Explore the unique qualities of this mixed media style. This loose and expressive technique combines the water based characteristics of gouache with waterproof ink emphasizing shape and texture in design. Students will explore two methods of application. We will break for 1 hour from 12 - 1.

ARTS-147-01SP F 10:00 am- 4:00 pm  
02/17-02/24 \$60 510 O'Neil

## Jewelry Making

Come and learn a few basic techniques in jewelry making to be well on your way to creating your own one of a kind custom jewelry. Have an old or broken piece of Jewelry? Don't throw it away! Bring it and learn how to fix or recreate it. In this course students will learn the vocabulary and practice the fundamentals of stringing and wire wrapping. Discussion on selections of color, texture, shape and size will be applied in designing earrings, bracelets and necklaces. We will break for 1 hour from 12 - 1.

ARTS-148-01SP F 10:00 am- 4:00 pm  
03/02-03/02 \$30 510 O'Neil

## How to Draw Horses

Using a simple method of construction with circles and lines students will learn to draw one of nature's most beautiful and graceful creatures. Studies will include pencil, ink, colored pencil and watercolor. We will break for 1 hour from 12 - 1.

ARTS-149-01SP F 10:00 am- 4:00 pm  
03/23-03/23 \$30 510 O'Neil

## AUTO CARE

### Auto Repair & Maintenance

This is a course intended to inform the average consumer about modern automobile basics and how to perform preventative maintenance. Topics covered are: preparing your vehicle for winter, basic maintenance, utilizing the owners manual and world wide web for information and fluid recommendations and usage.

AUTO-103-01SP Th 5:30 pm- 8:30 pm  
01/26-01/26 \$10 108 Park

## BUSINESS

### Developing Effective Advertising for Your Business

From fliers to brochures, learn how to develop effective advertising pieces that represent your business. Learn what customers need to see to make a buying decision and the basic design guidelines of successful advertising.

BUSM 136 01SP W 7:00-9:00 p.m.  
2/15-2/15 \$15 290 Ziel

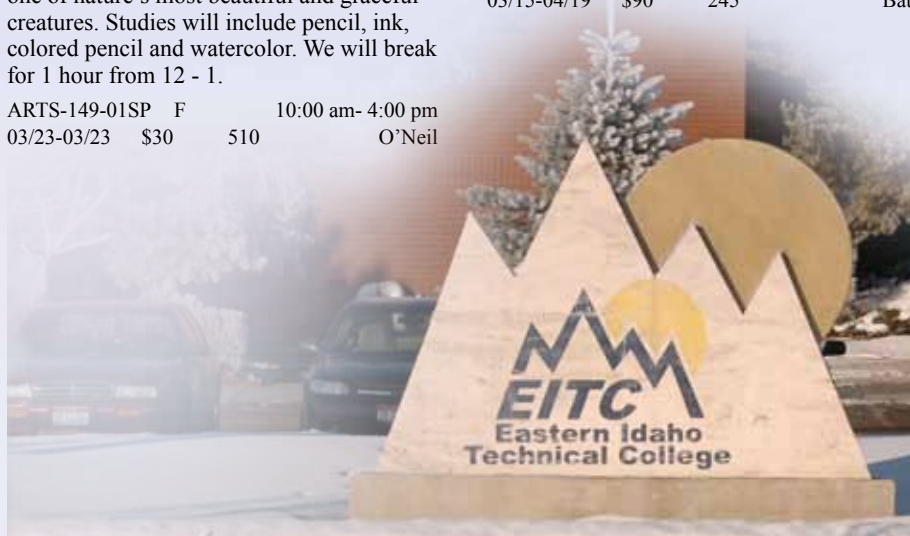
## COMPUTERS

### Overcoming Computer Phobia

This course is designed for the beginner with little or no computer experience. Students will learn the fundamentals of personal computers, including basic computer technology. An overview of word processing, spreadsheets, databases and graphics will be given using the following programs: Microsoft Word, Excel, and Access. Book optional.

COMP-111-01SP Th 7:00 pm-10:00 pm  
01/26-03/01 \$90 245 Batt

COMP-111-02SP Th 7:00 pm-10:00 pm  
03/15-04/19 \$90 245 Batt





## Introduction to Word

This course teaches you how to create and save documents, fonts, alignment, line spacing, bullets, indents, tabs, print preview, papers size, margins, use proofing tools, etc. Learn tips and tricks about selecting text, copying, and tons of shortcuts that will save hours. Book Required.

COMP-109-01SP W 7:00 pm-10:00 pm  
01/25-02/29 \$90 518 Bristol

## Intermediate Word

This course teaches you how to work with pictures and Word Art, labels, envelopes, work with styles, table of contents, tables graphics, headers/footers, and merge documents. You will also work with charts and columns. This course also reviews the basic and shortcuts in Word. Book Required.

COMP-105-01SP W 7:00 pm-10:00 pm  
03/14-04/18 \$90 518 Bristol

## Introduction to Excel

Learn how to add information, format fonts, attributes, vertical and horizontal alignment, rotate text, wrap text, indentation, change column widths, center across columns. Add fill color and paint borders around cells, insert and remove columns and rows, select all information, delete formatting. Work in Print Preview, change margins, paper size, horizontal and vertical centering on the page. Repeat headings at the top of each page, adjust the size of the print without changing font size. Cut, copy, paste, and auto fill (Jan, Feb, Mar or 1, 2, 3). Learn basic formulas and formulas to sum numbers. Most of all learn the tips and tricks to make you efficient. Book Required.

COMP-107-01SP T 7:00 pm-10:00 pm  
01/24-02/28 \$90 518 Bristol

## Intermediate Excel

Review Introduction information and tips and tricks. Create and remove multiple sheets, change sheet order, name sheets and color code the sheets. Format multiple sheets at the same time (group). Use the format painter to copy formatting, but not text, use auto format feature, and conditional formatting. Create formulas that sum, average, find the largest number and smallest number. Create formulas that add between sheets. Lock row and column headings for scrolling and for printing. Sort lists, and filter those lists to smaller lists (automatically). Book Required.

COMP-103-01SP T 7:00 pm-10:00 pm  
03/13-04/17 \$90 518 Bristol

## Managing /Organizing Your Computer

Do you have trouble finding files you saved on your hard drive? Learn how to organize and set up files on the hard disk to make them easier to find. Students will learn how to locate missing files, delete, copy and move files, and work with the start-up group.

QKSH-110-01SP Th 7:00 pm-10:00 pm  
03/08-03/08 \$25 245 Batt

QKSH-110-02SP Th 7:00 pm-10:00 pm  
04/26-04/26 \$25 245 Batt

## IT Security Concepts

IT Security Concepts: "Keeping it Simple in a Sea of Grey."

This course introduces the concepts and issues related to securing information systems and the development of policies to implement information security controls. Subjects include the historical vs. current view of networking and security, security issues, trends, security resources, and the role of policy, people, and processes in information security. Students will learn a proven, no nonsense methodology to effectively implement and maintain a secure IT infrastructure. Students will also learn about some of the non-technical facets of IT security necessary to diminish risk and exposure including risk management, physical security, threat determination, business continuity, disaster recovery, and organizational policy management.

This course provides a solid foundation for those continuing on to, Security +, CISA, CISM or CISSP training.

COMP-279-01SP Th 6:00 pm- 8:00 pm  
01/26-02/09 \$95 523 Paynter

## Disaster Recovery Concepts

"Disaster Recovery Concepts:

"Backups aren't important until you need them."

As we have seen in recent world events, a system or site level failure can cripple your business, disrupting service to your customers when mission-critical processes grind to a halt. This course teaches students how to identify liabilities and implement suitable countermeasures to mitigate and prevent threats to an IT infrastructure. Students will learn proven techniques for creating, implementing and maintaining a disaster recovery plan that deals with failures of a single system up to large scale geographic disasters.

This course provides a solid foundation for those continuing on to DRCS, DRCE, BCCS or BCCE training.

COMP-280-01SP Th 6:00 pm- 8:00 pm  
03/01-03/15 \$95 523 Paynter

## IT Job Search Skills

The IT field is an exciting and ever changing area that brings with it great pay and career potential. Along with the great pay and career potential comes a high degree of competition. In the world of cutbacks, downsizing and outsourcing it is more important than ever before to make sure you approach your job hunt correctly. However many people who are just starting out or those already employed but are considering looking for employment elsewhere aren't sure how to approach it. This class will teach you how to set your resume up so you stand out from the competition, maximize chances of success by using online job sites, gain career specific visibility by using social networking sites, and how to successfully approach phone, online and in-person interviews.

COMP-281-01SP T 6:00 pm- 8:00 pm  
03/06-03/06 \$20 523 Paynter

## COMPUTER COURSES JUST FOR SENIORS

### Internet & Email for Beginners

Learn to navigate the Internet with ease. Learn about popular search engines, how to conduct a search, favorites, and how to download information. Read, compose and send email including attachments and pictures. Create folders, move mail into folders, delete unwanted messages, set-up spam filters to block junk email, and save your messages onto the hard drive. (Computers for Absolute Beginners course, or previous computer experience required. Book Required).

LIFE-101-01SP MW 12:00 pm- 3:00 pm  
02/13-03/12 \$95 518 Cottle

### Computer for Absolute Beginners

Learn computer terminology and how to maneuver around windows using the mouse and keyboard. We'll learn the desktop icons, the functions of the start menu, dialog boxes, create new documents and name and save them to a folder. This is a beginning level class. (Book Required).

LIFE-104-01SP MW 12:00 pm- 3:00 pm  
01/23-02/08 \$90 518 Cottle

### Beginning Digital Photo for Senior

Learn about digital cameras, from megapixels to memory cards. Includes how digital cameras work, transferring photos to a computer, printing, editing, and storing photographs. Bring your camera and owner's manual or advertisements of cameras you like. Basic computer knowledge recommended.

LIFE-115-01SP MW 12:00 pm- 3:00 pm  
03/19-04/04 \$90 518 Cottle



## Social Networking for Seniors

Twitter, Facebook, Skype, you've heard of them, but how do you use them to your best advantage? Learn to create a profile, useful tips and tricks for this increasingly important tool for communicating with friends and family.

LIFE-128-01SP MW 12:00 pm- 3:00 pm  
04/09-04/25 \$90 518 Cottle

## DIGITAL & GRAPHIC ARTS

### Intro to Adobe Photoshop

Using the latest software, learn to use the world's leading imaging editor to work with your photographs. With the recent ability to get digital files from your photofinisher, scanner, or digital camera, you can now use your computer to enter the world of image editing. Navigate, fabricate, alter, and enhance images in almost unlimited ways.

DGAR-110-01SP W 7:00 pm-10:00 pm  
01/25-02/08 \$60 240C Moss

### Intro to Adobe Illustrator

Using the latest software, this class covers the basics of Adobe Illustrator, the leading illustrator program for print, multimedia, and online graphics. Whether you are an average user, publisher, or technical illustrator, this course will show you how to draw shapes, lines, objects, and special designs on your computer. A wide range of features, tools, and techniques will be featured to help you enhance text, artistic creations, and other graphics for a variety of outputs.

DGAR-111-01SP W 7:00 pm-10:00 pm  
02/15-02/29 \$60 240C Moss

### Intro to Adobe InDesign

Using the latest software, learn how to assemble text and graphics for publication. Tools and techniques will be shown to create layouts in a variety of forms, including reports, pamphlets, newspapers, and books. Learn how to produce family histories, academic reports, advertisements, and other creations combining text, pictures, and drawings.

DGAR-112-01SP W 7:00 pm-10:00 pm  
03/07-03/21 \$60 240C Moss

## EMERGENCY AND HEALTH CARE

### First Aid Basics

This course addresses Basic First aid techniques as well as what to do for a variety of sudden illnesses. Certifications are good for 2 years and the book is included.

EMER-102-01SP W 6:00 pm- 8:30 pm  
01/18-01/18 \$30 225B Nunes

EMER-102-02SP S 2:00 pm- 4:30 pm  
01/28-01/28 \$30 225B Nunes

EMER-102-03SP W 6:00 pm- 8:30 pm  
02/08-02/08 \$30 225B Nunes

EMER-102-04SP S 2:00 pm- 4:30 pm  
02/25-02/25 \$30 225B Nunes

EMER-102-05SP W 6:00 pm- 8:30 pm  
03/07-03/07 \$30 225B Nunes

EMER-102-06SP S 2:00 pm- 4:30 pm  
03/24-03/24 \$30 225B Nunes

EMER-102-07SP W 6:00 pm- 8:30 pm  
04/04-04/04 \$30 225B Nunes

EMER-102-08SP S 2:00 pm- 4:30 pm  
04/28-04/28 \$30 225B Nunes

### Health Care Provider CPR

This course satisfies the Health Care Provider CPR certification requirement for the EITC Health Professions Division. Instruction includes adult and pediatric CPR, foreign-body airway obstruction, and two-rescuer CPR as well as new information on barrier devices, stroke, and automated external defibrillation. Certification is good for 2 years.

EMER-103-01SP W 8:00 am-12:30 pm  
01/11-01/11 \$50 225B Thomas

EMER-103-02SP W 1:00 pm- 5:30 pm  
01/11-01/11 \$50 225B Thomas

EMER-103-03SP W 1:00 pm- 5:30 pm  
01/18-01/18 \$50 225B Thomas

EMER-103-04SP S 9:00 am- 1:30 pm  
01/28-01/28 \$50 225B Jones

EMER-103-05SP W 8:00 am-12:30 pm  
02/08-02/08 \$50 225B Thomas

EMER-103-06SP W 8:00 am-12:30 pm  
02/15-02/15 \$50 225B Thomas

EMER-103-07SP W 1:00 pm- 5:30 pm  
02/15-02/15 \$50 225B Thomas

EMER-103-08SP S 9:00 am- 1:30 pm  
02/25-02/25 \$50 225B Jones

EMER-103-09SP W 8:00 am-12:30 pm  
02/29-02/29 \$50 225B Thomas

EMER-103-10SP W 8:00 am-12:30 pm  
03/07-03/07 \$50 225B Thomas

EMER-103-11SP W 8:00 am-12:30 pm  
03/14-03/14 \$50 225B Thomas

EMER-103-12SP W 1:00 pm- 5:30 pm  
03/14-03/14 \$50 225B Thomas

EMER-103-13SP S 9:00 am- 1:30 pm  
03/24-03/24 \$50 225B Jones

EMER-103-14SP W 8:00 am-12:30 pm  
03/28-03/28 \$50 225B Thomas

EMER-103-15SP W 8:00 am-12:30 pm  
04/04-04/04 \$50 225B Thomas

EMER-103-16SP W 8:00 am-12:30 pm  
04/11-04/11 \$50 225B Thomas

EMER-103-17SP W 1:00 pm- 5:30 pm  
04/11-04/11 \$50 225B Thomas

EMER-103-18SP W 8:00 am-12:30 pm  
04/18-04/18 \$50 225B Thomas

EMER-103-19SP S 9:00 am- 1:30 pm  
04/28-04/28 \$50 225B Jones

### Pediatric CPR & First Aid

This Medic First aid course addresses Basic Adult, Child, and Infant CPR, First aid, and choking emergencies as well as what to do for a variety of sudden illnesses. Certifications are good for 2 years and the book is included.

EMER-104-01SP S 8:00 am- 1:00 pm  
01/21-01/21 \$55 225B Berrett

EMER-104-02SP S 8:00 am- 1:00 pm  
02/18-02/18 \$55 225B Berrett

EMER-104-03SP S 8:00 am- 1:00 pm  
03/17-03/17 \$55 225B Berrett

EMER-104-04SP S 8:00 am- 1:00 pm  
04/14-04/14 \$55 225B Berrett

### Adult CPR/AED/1st Aid

This Medic First aid course provides critical life saving skills in adult CPR, AED, and first aid. Books are included in the class and certifications are good for 2 years.

EMER-114-01SP S 2:00 pm- 7:00 pm  
01/21-01/21 \$60 225B Berrett

EMER-114-02SP S 2:00 pm- 7:00 pm  
02/18-02/18 \$60 225B Berrett

EMER-114-03SP S 2:00 pm- 7:00 pm  
03/17-03/17 \$60 225B Berrett

EMER-114-04SP S 2:00 pm- 7:00 pm  
04/14-04/14 \$60 225B Berrett

### EMT Basic

This course includes 150 hours of classroom instruction and additional clinical time. These requirements meet State of Idaho and National Registry requirements for obtaining the EMT-B license. This training is required to work as an Emergency Medical Services (EMS) Provider in an ambulance or other emergency care setting.

EMER-127-01SP MWF 6:00 pm-10:00 pm  
01/23-05/04 \$880 225A Gardner



## ENVIRONMENTAL SAFETY & HEALTH

### 24 Hour OSHA Hazwoper

This course is designed for hazardous waste operation workers as described by 29 CRF 1910, 120, who are unlikely to be exposed to hazards over permissible exposure limits or where respirator is not necessary. Topics of discussion include applicable regulations, chemical and physical hazard, personal protective equipment, decontamination and emergency response.

ESAH-101-01SP	MTW	8:30 am- 4:30 pm
02/13-02/15	\$290 225A	Mitchell
ESAH-101-02SP	MTW	8:30 am- 4:30 pm
04/16-04/18	\$290 225A	Mitchell

### 40-Hr OSHA Hazwoper Training

This class is designed for hazardous waste operation workers as described by 29 CFR 1910.120. Topics of discussion include applicable regulations, chemical and physical hazards, personal protective equipment, decontamination, and emergency response.

ESH-102-01	MTWThF	8:30 am- 4:30 pm
02/13-02/17	\$475 225A	Mitchell
ESH-102-04	MTWThF	8:30 am- 4:30 pm
04/16-04/20	\$475 225A	Mitchell

### 8 Hour Refresher

Completion of the 40-Hour or 24- Hour Hazwoper course is a prerequisite. This course is designed for personnel who have previously received hazardous waste operations worker training. New regulations and lessons learned will be discussed.

ESAH-102-01SP	T	8:30 am- 4:30 pm
01/17-01/17	\$100 225B	Mitchell
ESAH-102-02SP	T	8:30 am- 4:30 pm
03/13-03/13	\$100 225A	Mitchell
ESAH-102-01SU	T	8:30 am- 4:30 pm
05/15-05/15	\$100 225A	Mitchell

### 8 Hour Supervisor

Completion of the 40-Hour Hazwoper course is a prerequisite. This Course is designed for personnel who have previously received hazardous waste operations worker training. New regulations and lessons learned will be discussed.

ESAH-103-01SP	Th	8:30 am- 4:30 pm
01/19-01/19	\$100 225A	Mitchell
ESAH-103-02SP	Th	8:30 am- 4:30 pm
03/15-03/15	\$100 225A	Mitchell
ESAH-103-01SU	Th	8:30 am- 4:30 pm
05/17-05/17	\$100 225A	Mitchell

## FLAGGING

### Flagging

Prerequisite: 16 years old or older. This one-night, five-hour course meets the requirements to obtain an Idaho flagger certification card. The card is valid for three years through ATSSA and valid in most surrounding states. Book is included.

TRIN-102-01SP	S	5:00 pm-10:00 pm
02/25-02/25	\$70 522	Boyce
TRIN-102-02SP	S	5:00 pm-10:00 pm
03/31-03/31	\$70 522	Boyce
TRIN-102-03SP	F	5:00 pm-10:00 pm
04/27-04/27	\$70 522	Boyce
TRIN-102-01SU	S	5:00 pm-10:00 pm
06/02-06/02	\$70 522	Boyce
TRIN-102-02SU	S	5:00 pm-10:00 pm
06/30-06/30	\$70 522	Boyce

## HORTICULTURE

### Valentine Floral Arrangements

At the end of this class you will bring home a beautiful floral arrangement for a loved one after designing a thoughtful vase or foam floral gift. All supplies included.

HORT-109-01SP	Th	7:00 pm-10:00 pm
02/09-02/09	\$25 573	Munns

### Spring Floral Arrangements

Bring home a springtime arrangement guaranteed to impress any visitors and awaken any home from the dormancy of winter. All supplies included.

HORT-125-01SP	Th	7:00 pm-10:00 pm
04/05-04/05	\$30 573	Munns

### Composting

Find out what it takes to produce black gold in a residential setting by composting on any scale. Learn temperature requirements, ingredients, moisture, duration and turning techniques that can be implemented from apartments to large gardens. Discover the benefits of composting while reducing individual environmental footprints.

HORT-126-01SU	Th	7:00 pm- 9:00 pm
05/10-05/10	\$10 573	Munns

## Landscape Ideas and Plants

Need landscape ideas? Create your own custom landscape using some basic design techniques and a little help from a Landscape Architect. Designing & planning a landscape saves money on construction and gives meaningful purpose to every space. Learn elements of design and some construction standards along with how to design the perfect landscape for different conditions. See and share ideas while learning how to inventory & analyze your landscape before drawing up your next landscape renovation or new construction.

HORT-127-01SU	MWF	7:00 pm- 10:00 pm
06/18-06/22	\$15 573	Munns

### Pruning Decision Basics

Before finding the loppers in the garage, come learn how to properly prune young and mature trees, shrubs and hedges using the same techniques arborists employ daily. Discover how to improve the health of landscape plants and prevent unsightly scars, stubs and overall tree forms. Dress warm!

HORT-124-01SP	S	1:00 pm- 4:00 pm
01/28-01/28	\$10 573	Munns

### Rain Water Harvesting

Calculate the amount of water available from your rooftops and estimate how much of that water plants can use. Learn how to decoratively design a catchment system and the proper storage methods available. This class teaches the fundamentals of rain water harvesting while demonstrating construction methods and design ideas to help every homeowner save water and money.

HORT-128-01SU	Th	7:00 pm- 9:00 pm
06/28-06/28	\$10 573	Munns





**KIDS COLLEGE**

**Children & Babysitter Safety**

The Child and Babysitting Safety (CABS) program is a community education program that covers child safety and basic care techniques for infants and children. Geared towards adolescents, not intended for daycare workers. CABS was developed with a number of other national organizations, including the American Academy of Pediatrics.

- Sitter Safety
- Starting Your Business
- Before you accept a job• Before the parents leave
- Playtime, TV, telephone & the Internet
- Behavior Redirection
- Handwashing
- Meal Preparation
- Water Hazards
- Pets
- Diapering Procedures
- Bedtime
- What is an emergency?
- First Aid kit
- Infant/Child CPR & Choking

KIDS-107-01SP	S	1:00 pm- 5:00 pm
01/07-01/07	\$35 509	Nunes
KIDS-107-02SP	S	1:00 pm- 5:00 pm
02/04-02/04	\$35 509	Nunes
KIDS-107-03SP	S	1:00 pm- 5:00 pm
03/03-03/03	\$35 509	Nunes
KIDS-107-04SP	S	1:00 pm- 5:00 pm
04/07-04/07	\$35 509	Nunes
KIDS-107-01SU	S	1:00 pm- 5:00 pm
05/12-05/12	\$35 509	Nunes
KIDS-107-02SU	S	1:00 pm- 5:00 pm
06/02-06/02	\$35 509	Nunes

**LANGUAGE**

**Beginning Sign Language**

This course offers basic instruction in American Sign Language (ASL) and is geared toward students who are taking a sign language course for the first time or who have little or no signing experience. Students will learn the manual alphabet and develop a vocabulary of approximately 200 signs. Students will start to develop both receptive and expressive skills and will be able to sign simple, conversational sentences. Book required.

LANG-100-01SP	T	7:00 pm- 9:00 pm
01/24-02/21	\$65 522	Harrington



*Composer, guitarist Craig Green spent the last 20 years doing extensive travels throughout the United States, Mexico, Canada, Europe, Asia and North Africa as both a leader, backup musician and student of sound.*

*He has studied and shared the stage with a global cast including French/Algerian guitarist Pierre Bensusan, violinist Eyvind Kang, Jazz vocalist Jacqui Naylor, singersongwriter Michael White, Brazilian drummer Emilano Benivides, North Indian tabla player Sodip Berman, multi percussionist George Grant, electronic composer Michael Jones, visual artist/musician Nelson Soucek, Jazz musician Pat Martino, North Indian vocalist Krishna Shukla, Cuban composer Louis Aguirre, Spanish composer Rafeal Reina, 1/4 tone trumpet player Jeff Kaise, Ray Charles and Vilent Femmes. Green has scored music for stage, film ballet and chamber ensembles.*

**Intermediate Sign Language**

This course is a continuation of Beginning Sign Language. Students are expected to have a basic knowledge of sign language. This class will work on increasing vocabulary and understanding of ASL grammar as well as receptive skills. The same book is used as in the beginning Sign Language class. Book Required.

LANG-101-01SP	T	7:00 pm- 9:00 pm
02/28-03/27	\$65 522	Harrington

**Spanish I**

If you are just beginning or if you are interested in refreshing your Spanish language skills this class is for you. Students will learn vocabulary, pronunciation, grammar and conjugation in the present tense. Students will also learn common phrases and survival Spanish. Book required.

LANG-102-01SP	TTh	7:00 pm- 8:30 pm
01/24-03/29	\$75 510	Cardon

**Spanish II**

Prerequisite: Spanish I or equivalent. A continuation of Spanish I where students will learn more vocabulary, grammar, conjugation tenses in present, past, and future. Book Required.

LANG-103-01SP	M	7:00 pm- 9:00 pm
01/23-04/02	\$75 511	Cardon

**Spanish III**

Prerequisite: Spanish 2 or equivalent. A continuation of Spanish 2 where students will learn more vocabulary, grammar, and conjunction tenses in present, past, and future. Book Required.

LANG-104-01SP	W	7:00 pm- 9:00 pm
01/25-03/28	\$75 511	Cardon

**MUSIC**

**Music Theory & Composition**

The music theory and composition for guitarist course is designed to give the student a deeper understanding into the inner workings of music theory and its application to the guitar. Over the 7 weeks the class will cover basic to intermediate theoretical concepts with an emphasis on composition.

MUSI-116-01SP	W	7:00 pm- 9:00 pm
01/25-03/07	\$70 523	Green

**Blues & the African Connection**

Blues and the African connection is a 7 week course designed for the guitarist to gain a deeper understanding and application of rhythm and lead guitar techniques through a study of chords, scales, riffs, turnarounds, and phrasing. The course focuses on all forms of Blues guitar styles and its African connection and influence.

MUSI-120-01SP	M	7:00 pm- 9:00 pm
01/23-03/12	\$70 523	Green

**PHYSICAL EDUCATION**

**Belly Dancing**

Belly dancing is a great cardiovascular workout as well as helping to firm and tone muscles. Routines taught in this class include: body positions, flexibility, hip shimmies, hip and chest roles, chest slides and drops, undulations, and turns. This class is designed for all levels and no previous experience is needed.

PHYE-101-01SP	W	6:00 pm- 7:00 pm
01/25-03/07	\$40 20	Phinney



## Tai Chi

Tai Chi Chuan is an old Chinese exercise and movement system. It has been considered a health exercise, meditation in movement, and an internal martial art. Tai Chuan is effective in strengthening bones, improving balance and coordination, and reducing the negative effects of stress. This course presents an introduction to the solo exercise of the Yang style short form as developed by Cheng Man-ch'ing. It will provide the student with a system of exercise for health and stress reduction as well as a basis for more advanced study of Chinese meditation and martial arts.

PHYE-105-01SP Th 11:00 am-12:30 pm  
01/26-03/01 \$60 20 Siuda

## Yoga

This class provides a variety of postures (asanas) and techniques. Using Vinyasa Flow methodology, we will integrate foundation and stability, weaving the wisdom of yoga with a rich practice; creating a balanced body, mind, and spirit. By adopting Pranayama breathing techniques, this class will experience calming methods of relaxation and meditation which can help reduce stress and anxiety. All levels are welcome for this fun and exhilarating class. Please bring a yoga mat and block.

*(5 classes for \$30 or 10 classes for \$55 can be taken any date or time offered below)*

PHYE-108-01SP MWF 12:30 pm- 1:30 pm  
01/16-04/30 \$30/\$55 20 Denning  
PHYE-108-01SP TTh 5:30 pm- 6:30 pm  
01/16-04/30 \$30/\$55 20 Denning

## Zumba

Zumba is a high-energy dance fitness class inspired by Latin and international music. No dance experience is required and all fitness levels welcome. Dances include basic rhythms such as merengue, salsa, cumbia, reggaeton, and more. This class will also incorporate Zumba toning utilizing maraca style hand weights. Ditch the workout, join the party!

*(10 classes for \$30 or 20 classes for \$50 can be taken any date or time offered below)*

PHYE-133-01SP M 11:15 am-12:15 pm  
01/23-04/30 \$30/\$50 20 Chapman  
PHYE-133-01SP TTh 6:45 pm- 7:45 pm  
01/23-04/30 \$30/\$50 20 Chapman  
PHYE-133-01SP F 3:00 pm- 4:00 pm  
01/23-04/30 \$30/\$50 20 Chapman  
PHYE-133-01SP M/W 8:30 pm-9:30 pm  
01/23-04/30 \$30/\$50 20 Evans  
PHYE-133-01SP TTh 12:30 pm- 1:30 pm  
01/23-04/30 \$30/\$50 20 Evans  
PHYE-133-01SP S 9:30 am- 10:30 am  
01/23-04/30 \$30/\$50 20 Evans

## REAL ESTATE

### Real Estate Module I

This course is intended for the beginner in real estate who has little, if any, previous knowledge in the field. A solid core of fundamental concepts such as property rights, contracts, deeds, legal descriptions, real estate finance appraising, and real estate license law will be studied. Book Required.

REAL-103-01SP MTWTh 6:00 pm-10:00 pm  
01/23-02/09 \$280 371 Martin

### Real Estate Module II

Prerequisite: Real Estate Module I. This course is designed for the real estate student who has a basic understanding of the fundamental concepts of real estate. It is a study of the knowledge and applied skills of agency relationships, Idaho Real Estate License Law, identifying people and professional goals, and other real estate activities. Book Required.

REAL-104-01SP MTWTh 6:00 pm-10:00 pm  
02/13-03/05 \$280 371 Martin

## SOCIAL MEDIA

### Social Media Basics

In today's market, utilizing social media to build your business or define your online personality is essential. In this class, we will discuss the basics of Facebook, Twitter, LinkedIn and blogging to better your company's marketing or define your personal online success.

SOCI 110 01SP TW 7:00-9:00 p.m.  
2/7-2/8 \$15 290 Ziel

## WORK AND LIFE BALANCE

### Resolving Conflict

Do you experience conflict in your relationships? How would your life be different if you knew how to handle and manage even the most challenging people? This course is designed to help get to the root of what causes difficulties in our interactions and relationship with others. It will teach concrete methods to enhance and improve the ways we relate to others in challenging situations. We will discover how to experience peace, growth and connection, rather than discord, misunderstandings, and frustration. Don't miss this opportunity to create more peace, understanding, and love in your relationships. It will change your life.

HEAL-143-01SP T 12:00 pm- 1:00 pm  
01/31-01/31 \$10 510 Buxton

### Beginners Guide to Meditation

Simple and practical, yet powerful and scientifically proven methods of different meditation practices that will systematically unfold inner peace, creativity and energy in your daily life. Whether you've never meditated before or would like to refresh your practice this course is for you.

HEAL-145-01SP Th 12:00 pm- 1:00 pm  
02/02-02/23 \$35 510 Buxton

### Mindfulness Meditation Group

Come join us each week for a guided meditation and learn simple, practical and scientifically proven ways to increase peace, clarity, and balance in your life as you free yourself from negative patterns. This group meets once a week. There will be a short discussion followed by a guided mindfulness or guided imagery meditation. These guided meditations allow you to create balance, insights, and deep relaxation. The group's purpose is to help you feel in harmony with all your life as you create a sense of peace and stability even amidst challenging times.

*(5 classes for \$25 or 10 classes for \$45 can be taken any date or time offered below)*

HEAL-146-01SP W 12:00 pm-12:30 pm  
01/25-04/30 \$25/\$45 511 Buxton

### Acupressure

Self Acupressure - Relief at Your Fingertips. This course will cover the location of the most commonly used pressure points and how to stimulate them using finger tip pressure or simple tools for pain relief and as a health practice. This is a hands - on course.

HEAL-147-01SP M 7:00 pm- 8:00 pm  
01/23-02/06 \$25 106 Siuda

*Put A Little More Class In Your Life.*

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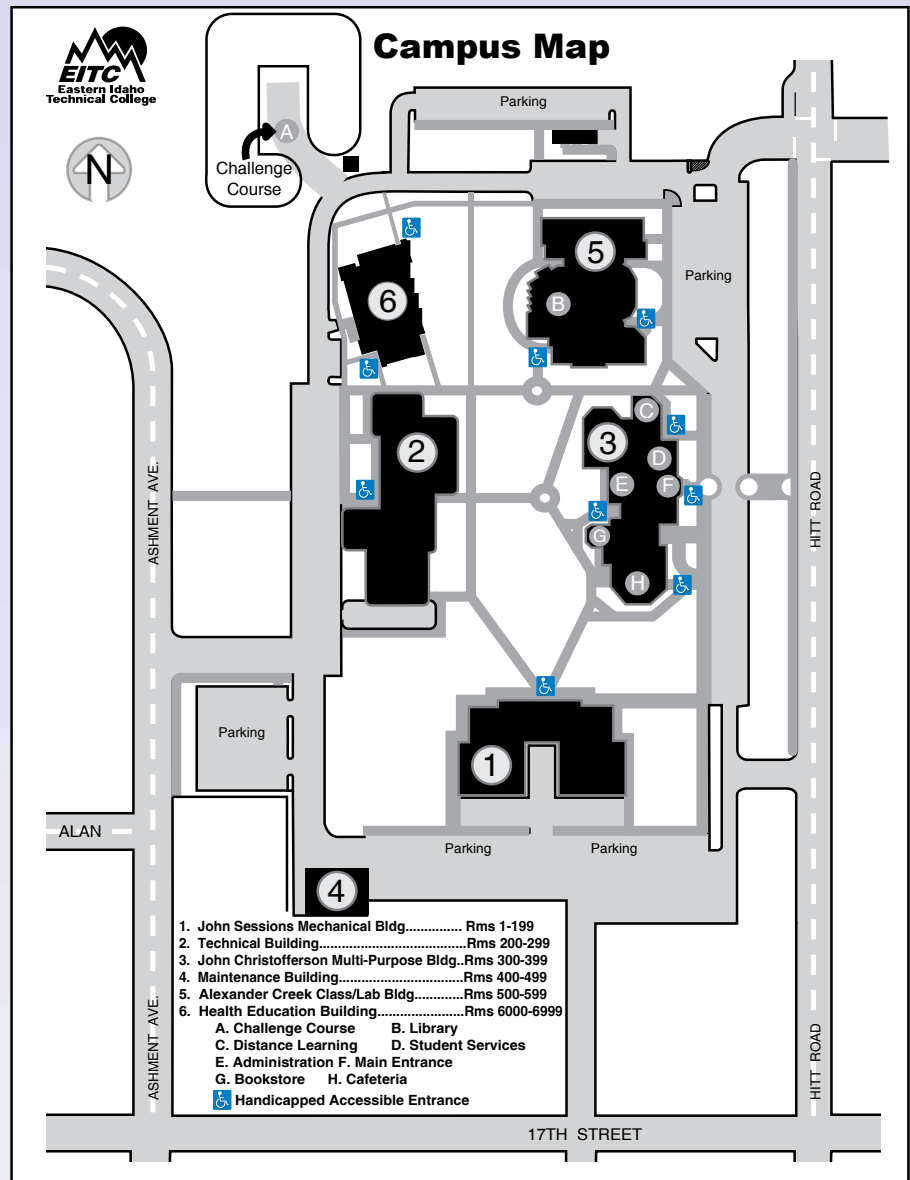
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### How online classes work:

Classes start each month:  
January • February  
March • April

#### Before the first lesson:

1. Complete the online orientation.
2. Pay course fee online.

#### After the third Wednesday of the month:

1. Retrieve the lessons at your convenience (available Wednesdays and Fridays).
2. Complete the assignment and homework on the website within six weeks.
3. Print letter of completion.

Each six-week course consists of 12 lessons, two each week, that can be accessed using an easy-to-read web interface or can be delivered via e-mail. Textbooks, unless specified, are not required. These courses are especially convenient for those with work, school, or childcare commitments; physical disabilities; limited access to transportation; or other circumstances that make it difficult to participate in a traditional classroom setting. You will need:

- Internet access
- E-mail
- Microsoft Internet Explorer or Netscape Navigator web browser
- If specified, program software

Classes are offered monthly throughout the year beginning on the third Wednesday of each month.

*Registration and orientation must be completed by the third Monday of the month your class starts.*

*Call (208) 524-3000, ext. 3344*

#### Online Classes Refund Policy

*100% refund given the first week of classes. No refund after the second class.*

### Available Online Courses

- Accounting
- Art, History, Psychology, & Literature
- Basic Computer Literacy
- Business Administration
- Career Certificate Programs
- Certification Prep
- Child Care & Parenting
- Computer Applications
- Courses for the Teaching Professional
- Database Management & Programming
- Digital Photography & Digital Video
- Entertainment Industry
- Grant Writing & Non-Profit Management
- Graphic Design
- Health Care Continuing Education
- Health Care, Nutrition, & Fitness
- Languages
- Law & Legal Careers
- Math, Philosophy, & Science
- PC Troubleshooting, Networking, & Security
- Personal Development
- Personal Enrichment
- Personal Finance & Wealth Building
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- Start Your Own Business
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# EITC Divisions



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- Disability Resources and Services
- GED Prep & Testing
- Tech Prep

## Business, Office, & Technology Division

- Accounting
- Business & Marketing
- Computer Networking
- Energy Systems Technology
- Legal Paraprofessional
- Office Professional
- Web Development & E-Commerce

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- General Education Courses
- Tutoring Center

**For more information call 524-3000  
or visit [www.eitc.edu](http://www.eitc.edu)**

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- Registered Nurse
- Surgical Technologist

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- Welding Technology

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