COMMUNITY EDUCATION & WORKFORCE TRAINING  SPRING 2017 CATALOG

LIFE IS CALLING!

Inside:
Art
Business
Computers
Photography
CPR/First Aid
Senior Specific
Health & Wellness

Eastern Idaho Technical College
Grant Writing Fundamentals
by Sarah Skaar

Need money for your organization, program or project?

Maybe a grant would help! Competition for grant money is fierce but you’ll discover how to boost your success in EITC’s Grant Writing Fundamentals class! You’ll learn the anatomy of a grant; how to organize, research and write a clear and compelling proposal; where to search for funders; and pro tips for making your submission stand out from the crowd.

Who should attend?
Members of educational and civic groups, municipal entities, non-profit clubs/organizations, business persons, and anyone with interest in learning more or sharpening their grant writing skills!

About Sarah Skaar
Sarah combines an engaging teaching style with proven success in the grant writing field. She has assisted U.S. and international clients to secure millions of dollars of awards. She has a Masters Degree in Adult and Continuing Education with 20+ years of experience as a grant/technical writer, educator and journalist.

The Internet is dangerous.
Register for Cybersecurity Today!

PREPARE FOR THE UNEXPECTED
Register for Self-Reliant Living today!

Just for Seniors
Master your gadgets & media!

Find your INNER ARTIST

Photo or Fabric?
Make your quilts come to life with Art Quilting
Local Web Marketing Boot Camp

1 Day Digital Marketing Crash Course

How are you going to spend your marketing budget in 2017? Come to the 1 day intensive training and learn from 6 leading experts.

- Search Engine Optimization (SEO)
- Design That Converts
- Getting Reviews
- Google AdWords
- Facebook Ads

For more information & to sign up, register online

localmarketingbootcamp.com

In partnership with

Health Care Education Building 6, Rooms 6163 & 6164

EARLY BIRD $75
LIMITED SEATING!!

JAN 19TH 8AM-4PM

localmarketingbootcamp.com
### TABLE OF CONTENTS

#### ARTS & HOBBIES 4-5

- Basics of Bird Watching
- Small Unmanned Aerial System(sUAS) Ground School - FAA Part 107 Remote Pilot Training
- Sunnyside Gardens: Gardening in Southeast Idaho

### Drawing

- Drawing with the Right Side of Your Brain
- Zen and the Art of Creative Meditation
- Having Fun with the Zentangle Method
- Even More Zentangles

### Sewing

- Art Quilting
- Breads by Catered Your Way
- Fundamentals of Artisan Breads
- Gluten Free baking
- Most Important Meal of the Day: Breakfast Breads and Muffins

### Writing and Publishing Series:

- Get Published This Year
- Advanced Novel Writing

### Jewelry Making Techniques

- Intro to Beaded Jewelry Making
- Wire Weaving with Viking Knit
- Dreamcatcher
- Wire & Bead Rings
- Beaded Loomwork
- Earrings Galore

### Mixed Media

- Painting with Water-Mixable Oil Colors
- Fabulous Faces for Art Journals
- Storytelling Collage

#### APPRENTICE / TRADES 6-7

### Drafting

- Advanced Computer-aided Drafting, Design, and CAD Contract Documents

### Flagging

- Flagging Certification

### Flight Instruction

- Private Pilot Ground School - FAA Part 61 Training
- Small Unmanned Aerial System(sUAS) Ground School - FAA Part 107 Remote Pilot Training

#### Welding

- Shielded metal Arc Wielding
- Metallic Inert Gas Welding
- Tungsten Inert Gas Welding

#### Code Updates

- 2017 NEC Code Update
- 2017 NEC Understanding NEC Requirements for Bonding and Grounding

#### Electrical

- Journeyman Electrician Test prep

#### Environmental Safety & Health

- 8 Hour Refresher
- 8 Hour Supervisor
- 24 Hour OSHA Hazwoper
- 40 Hour OSHA Hazwoper

#### BUSINESS 8-9

### Accounting

- Introduction to QuickBooks
- Intermediate QuickBooks

### Business Skills

- Grant Writing Fundamentals
- Increasing Appreciation at Work

### Entrepreneur Training Series

- Powerful Business Strategies That Work
- Business Modeling Generation
- Building A Marketing Plan That Works
- Business Planning for Success
- Empower Your Ability to Communicate with Everyone
- Managing Your Business Finance for Profit

#### Social Media

- Social Media for Business
- Social Media for Business II

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*Have a question? Visit [http://www.eitc.edu/wft](http://www.eitc.edu/wft) or call 208.524.3000 ext 5345*
Spring Semester is in session January 17th - May 5th, 2017

Computers

- Computers for Beginners
  - Introduction to Excel
  - Intermediate Excel
  - Introduction to Word
  - Intermediate Word
- Comp TIA A+ Prep Part 1: Hardware
- Comp TIA A+ Prep Part 2: Operating Systems
- Cybersecurity Awareness (Protecting Your Identity)
- Keep Your Business Cyber-Safe

Digital Arts

- Digital Arts
  - Intro to Adobe Photoshop
  - Intro to Adobe Illustrator
  - Intro to Adobe InDesign

Photography

- Photography by Perfect Light and Camera
  - How to Sell Images and Win Contests
  - Beginner/Intermediate DSLR
  - Master Nature Photography Seminar
  - Scanning Old Photos into New Photos
  - Photoshop for Portrait Photographers
  - Capturing Your Life Story

Personal Development

- Self Sustaining Living
  - Getting Started with Aquaponics

- Create the Life You Imagine Series
  - Joining Heart with Self-Esteem
  - Zen and the Art of Creative Meditation
  - Meeting Life with Courage and Self-Kindness
  - Unlocking the Secrets of Your Dreams

- Self Reliant Living Series
  - Preparing for Difficult Times
  - Solar Power & Systems
  - Solar Box Cooking
  - Holistic Self-Reliant Health
  - Self-Reliant Home Construction & Upgrades
  - Sustainable Gardening & Greenhouses

Language

- Beginning Sign Language
- Intermediate Sign Language
- Spanish I
- Spanish II
- Conversational Spanish

Health & Wellness

- Fundamentals of Dental Assisting
- Expanded Duties for the Dental Office
- IV Therapy for the Medical Assistant
- EMT Basic
- Health Care Provider CPR
- CPR/AED/First Aid
- Assistance With Medications
- Certified Nurse Assistant Training

Health & Wellness

- Massage Basics Level 1
- Massage Basics Level 2
- Ancient Science of Ayurveda
- Ancient Science of Ayurveda II
- Self Acupressure: Relief at your Fingertips
- Spring Forest QiGong
- Qi-ssage

Digital Arts

- Intro to Adobe Photoshop
- Intro to Adobe Illustrator
- Intro to Adobe InDesign

Photography

- Photography by Perfect Light and Camera
  - How to Sell Images and Win Contests
  - Beginner/Intermediate DSLR
  - Master Nature Photography Seminar
  - Scanning Old Photos into New Photos
  - Photoshop for Portrait Photographers
  - Capturing Your Life Story

Seniors

- Computers for Absolute Beginners
- Internet & Email for Beginners
- Facebook for Seniors
- Beginning Android Tablet for Seniors
- Beginning iPad Tablet for Seniors
- Cell Phones for Seniors

Campus Map

How to Register
Eastern Idaho Technical College

**ARTS & HOBBIES**

**Basics of Bird Watching**
Recognize birds by sight and sound. Identify by flight, body size, beak size and feathers. Learn their natural history, the right binoculars to use, how to use a field guide, and places to look for birds.

**Small Unmanned Aerial System (sUAS) Ground School - FAA Part 107 Remote Pilot Training**
The Unmanned Aerial System (UAS) job market is growing. This summer the FAA finalized its new regulatory framework to qualify individuals to operate commercial small unmanned aerial systems. Titled Part 107, these new regulations establish pilot certification process that covers the majority of low-risk, commercial sUAS flight operations. This course will prepare students to take the FAA’s Remote Pilot for small Unmanned Aircraft Systems (sUAS) knowledge test. This course does not include registration or fees associated with taking the FAA knowledge test. 8 weeks of instruction.

**Sunnyside Gardens: Gardening in Southeast Idaho**
This course is designed to be useful to the first time gardener or avid gardener interested in learning more about how to be successful growing in Southeast Idaho. Including: Garden planning; Vegetables and Orchards, Lawn and Landscape Maintenance, what to plant where, and problem solving from bugs to diseases.

This class is held at 2366 E. Sunnyside Rd in Idaho Falls

**Zen and the Art of Creative Meditation**
Have you wanted to try meditation but were unsure if it was for you? Do you already meditate and want to find other methods? Then this class is for you! During this one-session class we will explore several types of meditation that can be worked into daily life including the newest craze – adult coloring. We will also discuss the research about meditation and the impact on life and health.

**Having Fun with the Zentangle Method**
If you can draw a line, you can “Zentangle.” This is a form of drawing using patterns, it is basically taking doodling to the next level. Learn the basics of how to start, so you will have success from the beginning, and take it further than you ever thought imaginable.

**Evon More Zentangles**
This class is for those that know the Zentangle Basics and are hungry for more. Learn how to give your tangles that pop you are looking for. We will learn new strings, intermediate level tangles, variations, shading, colored gems, composition and more.

**Sewing**
Take quilting to a new level! You always knew quilting was an art form, now go even further in this 6-week textile art quilting class. Each week we will explore various techniques of art quilting such as painting and coloring, collage quilts, confetti, mosaics, and using decorative stitches on your home machine. Use technology to turn one of your pictures into your favorite quilt! This class is open to art quilters of all levels, however a basic knowledge of sewing and/or quilting is needed. ($40.00 of supplies included in price, additional basic supplies required by student).

**Art Quilting**
If you can draw a line, you can “Zentangle.” This is a form of drawing using patterns, it is basically taking doodling to the next level. Learn the basics of how to start, so you will have success from the beginning, and take it further than you ever thought imaginable.

**Breads by Catered Your Way**

**Fundamentals of Artisan Breads**
Artisan Bread making may sound laborious and difficult, but producing a crusty, golden-brown loaf is really quite easy. Four simple ingredients-flour, water, salt and yeast-come together in a master formula that can be used in multiple applications. This class will demonstrate steps for successful dough making and common Artisan Breads that can be produced in a home kitchen, including round loaves, French, baguettes, ciabatta, and focaccia.

**Gluten Free Baking**
If you are not eating wheat because of food allergies or a healthy-eating routine, you have probably missed homemade bread and rolls. This class will examine the commercial techniques to make the substitution successful. Step-by-step instructions will be demonstrated to produce a loaf of gluten-free bread dinner rolls. Come and give it a try!

**Most Important Meal of the Day: Breakfast Breads and Muffins**
Who doesn’t like to wake up to the smell of fresh cinnamon rolls, croissants, banana nut bread, or muffins? This class will review common breakfast breads, muffins, and pastries through demonstration. Techniques and instructions will be explained for the production of croissants, cinnamon rolls, cake-style muffins and banana nut bread. Of course, there will be sampling!
Writing and Publishing

Get Published This Year

2017 is your year to get published! If you’ve ever thought about writing that novel, or maybe you have one sitting in your desk drawer and you’re ready to clean it up. If so this is your class. Learn to develop a winning story idea, create characters and story outlines, write your first draft, edit your work, seek feedback, and choose the best route to publication (traditional, small press or self publishing).

COMM-151-01SP S  9:00AM-3:00PM  1/28  $30  510 Chamberlain

Advanced Novel Writing

Learn how to master the art of novel writing with Harry Potter. During this workshop you will learn how to take your writing to the next level by using the techniques from the Harry Potter series. Learn to emotionally engage with your reader, create advanced story-lines, build the scenes that every novel needs, create lovable heroes and cringe worthy villains, and much, much more. This course will prepare you to write tight stories ready for submission and publication.

COMM-152-01SP S  9:00AM-3:00PM  3/25  $30  510 Chamberlain

Jewelry Making Techniques

Intro to Beaded Jewelry Making

Design your own beaded jewelry! Practice beginner jewelry techniques such as stringing, crimping, and basic wire wrapping. Expect to design and make, repair, or repurpose two or more pieces including earrings, necklaces, and bracelets. Tools and necessary supplies must be provided by students.

ARTS-148-01SP W  7:00-9:00PM  1/18-1/25  $25  580 Trost

Wire Weaving with Viking Knit

Viking knit is an ancient wire weaving technique that is still used today, most often in handmade jewelry making. Learn how to make a finished Viking knit chain for your pendants, and then learn how to capture cabochons with the same technique! Tools and necessary supplies must be provided by student. Supply list will be provided at the time of registration.

ARTS-184-01SP W  7:00-9:00PM  2/8-2/15  $25  580 Trost

Wire & Bead Rings

Learn how to use wire and beads to create colorful rings! This class is great for beginners or anyone looking for a quick, fun project. Additional design ideas will be covered in class as well. Tools and necessary supplies must be provided by student.

ARTS-235-01SP W  7:00-9:00PM  3/8  $15  580 Trost

Beaded Loomwork

This is a beginner class – expect to complete one beaded bracelet on a loom, including finishing and adding a clasp. A small craft loom, seed beads in a couple colors, and thread is nearly all that is required to quickly create a unique, patterned bracelet! Tools and necessary supplies must be provided by student.

ARTS-236-01SP W  7:00-9:00PM  3/29-4/5  $25  580 Trost

Earrings Galore

A fun, one night class on earrings of all kinds! Bring a selection of beads to create dangle earrings, hoops, chandelier styles, and more! Designs will vary between students. Tools and necessary supplies must be provided by student.

ARTS-237-01SP W  7:00-9:00PM  4/26  $15  580 Trost

Mixed Media

Painting with Water Mixable Oil Colors

Explore how easy and fun it is painting with Windsor Newton water mixable oil paints. Learn how to mix and paint with water soluble paint; however, feels like oils! In this workshop, Nancy will give personal attention to students so they will be able to learn the skills of painting. Nancy will show you with demonstrations and step by step how to achieve a painting. Painting or drawing skills not necessary come join the fun and learn to paint!

ARTS 226-01SP TH  9:00AM-12:00PM  4/6-5/18  $55  573 LaMay
ARTS 226-02SP W  9:00AM-12:00PM  4/5-5/17  $55  573 LaMay

Fabulous Faces for Art Journals

So you have been creating in your Art Journal for awhile now. Maybe you love seeing pages that include faces, but you think you can’t draw. What can you do? In this class we will introduce you to adding female faces onto your Art Journal pages. Start out simply by using stencils, stamps, magazine imagery, and move on to drawing and painting simple faces to more complex ones.

ARTS-232-01SP T  7:00-9:00PM  1/24-2/14  $55  Cafeteria Robertson

Storytelling Collage

Collage is the artistic process of gluing and assembling various materials to a flat surface. It was first created by Picasso in 1912. In this class you will learn multiple ways of using collage in your art journal. We’ll begin with simple collages using magazine images and work our way through the process to more complex images that tell a story. Our final project will take place outside the journal on a canvas board.

ARTS-233-01SP T  7:00-9:00PM  2/21-3/14  $55  Cafeteria Robertson
- Job Ready in a Year or Less -

Engineering Drafting

Taught by Jeffrey Heath

This is intended to be a one year (2 semester) program.

The Engineering Design Technology program is set up for students to enter the computer-aided-drafting & design industry. It is focused on communicating graphic ideas through computer-aided-drafting. Students finish with a portfolio of work showing their abilities. Preparing for available jobs in mechanical, civil/structural, & architectural.

Drafting

Advanced Computer-Aided Drafting, Design, and CAD Contract Documents

This is a continuation from the first semester of drafting. Students will produce a completed drawing set in a specified field and develop a portfolio showing their knowledge to help gain employment as a productive member in the CAD industry. It will also introduce the legal framework in an architectural engineering environment. Students will learn appropriate technical nomenclature supporting the production use of their work. Without attending the 1st semester classes, teacher approval is required to register.

DRFT-101-01SP M 6:00-9:30PM 1/23-5/8 $450 235 Heath

Flagging

Flagging Certification

Prerequisite: 16 years old or older. This one-day, 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 8:00AM-1:00PM 4/8 $75 523 Boyce
TRIN-102-01SU S 8:00AM-1:00PM 5/6 $75 523 Boyce

Flight Instruction

Private Pilot Ground School-FAA Part 61 Training

Introduces the airplane to entry-level student pilots interested in flight training. Stresses basic aerodynamics and aircraft systems, national airspace system, airport and air traffic control procedures, aviation weather, air navigation, radio communication procedures, and Federal Aviation Regulations. This course prepares students for the required FAA Private Pilot Airplane Knowledge Test. This course is for ground instruction only and does not include flight instruction nor does it include the FAA knowledge test or associated fees. 12 weeks of instruction.

NAVI-104-01SP TTH 7:00-9:00PM 1/10-3/30 $675 126 Hart

Small Unmanned Aerial System (sUAS) Ground School - FAA Part 107 Remote Pilot Training

The Unmanned Aerial System (UAS) job market is growing. This summer the FAA finalized its new regulatory framework to qualify individuals to commercial operate small unmanned aerial systems. Titled Part 107, these new regulations establish pilot certification process that covers the majority of low-risk, commercial sUAS flight operations. This course will prepare students to take the FAA’s Remote Pilot for small Unmanned Aircraft Systems (sUAS) knowledge test. This course does not include registration or fees associated with taking the FAA knowledge test. 8 weeks of instruction.

NAVI-105-01SP M 7:00-9:00PM 1/9-3/13 $320 126 Hart

Welding

Shielded Metal Arc Welding

The student will be able to identify types of welding machines, properties, and electrodes. This course enables a student to weld thicknesses from 1/8-1/2in sheet metal according to AWS and ASME specifications in a flat position. Supply list will be provided. Limit 5

WELD-102-01SP TTH 6:00-9:00PM 1/17-3/9 $265 Shop/Bldg 1 Jenkins
WELD-102-02SP TTH 6:00-9:00PM 3/14-5/4 $265 Shop/Bldg 1 Jenkins

Metallic Inert Gas Welding

Instruction is given on GMAW (gas metal arc welding) using solid wires with short circuit and spray type wire transfers. Instruction is given in the hands-on application of forming “Tee,” Lap, Butt, and Corner welds according to ASW and ASME standards in the flat and horizontal positions. Supply list provided. Limit 8

WELD-103-01SP TTH 6:00-9:00PM 1/17-3/9 $265 Shop/Bldg 1 Jenkins
WELD-103-02SP TTH 6:00-9:00PM 3/14-5/4 $265 Shop/Bldg 1 Jenkins

Tungsten Inert Gas Welding

Students will be given instruction on proper uses and adjustments of TIG machines. Students will be given hands-on procedures for welding aluminum, stainless steel, and carbon steel in flat position using “Tee,” Lap, Butt, and Corner joints according to AWS and ASME standards. Supply list provided. Limit 5

WELD-104-01SP TTH 6:00-9:00PM 1/17-3/9 $265 Shop/Bldg 1 Jenkins
WELD-104-02SP TTH 6:00-9:00PM 3/14-5/4 $265 Shop/Bldg 1 Jenkins

Have a question? Visit http://www.eitc.edu/wft or call 208.524.3000 ext 5345
Community Education & Workforce Training Spring 2017

Spring Semester is in session January 17th - May 5th, 2017

Environmental Safety & Health

2017 NEC Code Update
This class will cover the significant changes to the most current National Electrical Code. No book needed.

<table>
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<th>Course Code</th>
<th>Days</th>
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<tr>
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<td>APPR-118-02SP</td>
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<td>8:00AM-5:00PM</td>
<td>$105 541 Baird</td>
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</table>

2017 NEC Understanding NEC Requirements for Bonding and 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 advanced concepts necessary to understand the practical grounding and bonding rules in the NEC 2017 for systems not over 600V.

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<td>8:00AM-5:00PM</td>
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2017 NEC Electrical Safety: A Practical Guide to OSHA and NFPA 10E
This class is a comprehensive overview of electrical safety in the workplace. This course discusses: Electrical hazards, Electrical Safety programs, Training of qualified and unqualified workers how to approach boundaries, and know guide lines for common electrical tasks.

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<td>$105 541 Baird</td>
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</table>

Electrical

Elec. Journeyman Test Prep
Covers electrical theory, calculations and NEC.

Call to register: 535-5345
APPR-104-01SP ONLINE
$95 541 Baird

24-Hour OSHA Hazwoper
This course is designed for hazardous waste operation workers as described by 29 CFR 1910.120, who are unlikely to be exposed to hazards over permissible exposure limits or where a respirator is not necessary. Topics of discussion include applicable regulations, chemical and physical hazards, personal protective equipment, decontamination and emergency response.

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<th>Course Code</th>
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<th>Time</th>
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<td>$295 225B Mitchell</td>
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</table>

40-Hour OSHA Hazwoper
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.

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<td>ESAH-108-03SP</td>
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<td>$485 225B Mitchell</td>
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CHANGE A LIFE TODAY

Since 1992, the Eastern Idaho Technical College Foundation has supported EITC’s efforts to transform lives through learning. Your donation makes funds available through Scholarships and Grants, directly benefitting students at Eastern Idaho Technical College.

Scholarships are available for some community education classes.

Apply by visiting the EITC Foundation located in the Christopherson Building or by calling 208.535.5398

Are you interested in changing a life?
Donate to the EITC Foundation today! Any amount can help change a life.
Donate online or call 208.535.5398

www.eitcfoundation.org
Accounting

Introduction to QuickBooks
Learn principal functions of QuickBooks including how to setup a company, create and modify a chart of accounts. 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, and reconcile bank statements. Learn how to add item lists, such as subtotals and groups. Also, learn lots of keyboard shortcuts, tips and tricks, and modifying preferences. Book Required.

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.

Entrepreneur Training Series

Building A Marketing Plan that Works
Learn how to build a value proposition and marketing plan that work! Did you know, a business lives or dies by its marketing planning (or lack of)? This class will teach you how to truly understand your customers and how to turn them into repeat customers. The world and markets are changing. These principles and steps will empower you to make better, informed marketing decisions for success right out of the starting gate.

Business Planning for Success
This is a follow-up class to the Business Modeling class. If you are interested in starting a new business, this class is a must! It will teach you the essential basics of how to plan, start, and operate a business successfully. Numerous studies show that most businesses will fail if they don’t consider and address the materials we will cover in this class. Learn how to avoid the pitfalls that plague most new businesses. I have worked with over 2000 companies and have witnessed painful mistakes and phenomenal successes. Come and learn the secrets to success. Also, learn about the free resources that are here to help you.

Business Skills

Grant Writing Fundamentals
Need money for your organization, program or project? Maybe a grant would help! In this class you will learn the anatomy of a grant; how to organize, research and write a clear and compelling proposal; where to search for funders; and pro tips for making your submission stand out!

The Art of Composing Appreciation at Work
Discover the seven keys to creating a culture of appreciation at work. Reduce turn-over, improve productivity, enhance customer service, and elevate profits. Business owners, managers, or those desiring leadership positions in the future will find the greatest applied rewards.

Powerful Business Strategies that Work
Most companies today guide and operate their businesses using traditional business methods and systems. While these methods may work, there are vastly superior ways of operating for success. Learn how to motivate and inspire ALL your stakeholders including: employees, suppliers, company leadership, investors, etc. Learn how to unleash the power of creativity and production within your company. These strategies are used by some of the biggest company names in the world and with incredible success.

Business Modeling Generation
Whether you are an existing business or a start-up business this class is a must! This is a state-of-the-art business modeling (planning) class that can put you on the road to success. This class will introduce you to the amazing Business Model Generation program and how to use it in your planning. It has taken the market by storm. Hundreds of thousands of businesses and universities around the world are using this program. Discover the simple power of it and how it can work for you. I will show you invaluable tools and materials. This is a whole new way of thinking.

Managing Your Business
This class teaches you the critical basics of business finance and cash-flow management. For most new business owners, this is one of the least understood and most important principles to long term success. This class will introduce you to an exciting set of tools that help you plan and monitor the success of your company and operations. We will cover the basics of planning, statements, cash-flow, how to interpret financial numbers, what bankers look for, and much more.
### Social Media

**Social Media for Business**  
Students will learn how to build Facebook, LinkedIn, Twitter, and Pinterest pages to grow their business. The instructor will also cover Google+ to tell the story of your business. You will learn how to connect these pages so all your posts will be received throughout your sites. We will also explore specialty sites that will connect your social media sites.

**SOBI-116-01SP**  
W 7:00-9:00PM  
1/25-3/1 $60 240B McBride

**Social Media for Business II**  
Prerequisite: Social Media for Business I. Continue marketing your business through the hub that you have created. Learn to create timed events, utilize current trends associated with your business, and work with the analytics represented through the different medias of your business.

**SOBI-120-01SP**  
W 7:00-9:00PM  
3/8-4/12 $60 240B McBride

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### Computers

**Computers for Beginners**  
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 Required.

**COMP-111-01SP**  
TH 7:00-10:00PM  
1/19-2/23 $95 512 Sessions

**Introduction to Excel**  
Learn how to add information, manipulate text, change column widths and center across multiple columns. Learn how to add color to worksheets, work in Print Preview to see your work before printing. Learn basic formulas to sum numbers, and much more. Most of all learn the tips and tricks to make you efficient. Book Required.

**COMP-107-01SP**  
T 6:00-9:00PM  
1/17-2/21 $95 512 Bristol

**Intermediate Excel**  
Continue learning the ins and outs of Excel on a new level. Learn new techniques such as formatting, organizing multiple sheets, headings, footers, and scrolling between worksheets. Book required.

**COMP-103-01SP**  
T 6:00-9:00PM  
3/7-4/11 $95 512 Bristol

**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 6:00-9:00PM  
1/18-2/22 $95 512 Bristol

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**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 basics and shortcuts in Word. Book Required.

**COMP-105-01SP**  
W 6:00-9:00PM  
3/8-4/12 $95 512 Bristol

**Comp TIA A+ Prep Part 1: Hardware**  
Take the first step to becoming an excellent PC technician. This course will help prepare you to take the take CompTIA A+ 220-901 exam. It will cover PC hardware and peripherals, mobile device hardware, networking and troubleshooting hardware and network connectivity issues.

**COMP-294-01SP**  
TTH 7:00-10:00PM  
1/17-2/23 $190 240B Havins

**CompTIA A+ Certification Prep Part 2: Operating Systems**  
This course will pick up where the course left off and will help prepare you to take the CompTIA A+ 220-902 exam. This will cover installing and configuring operating systems including Windows, iOS, Android, Apple OS X and Linux. It also addresses security, the fundamentals of cloud computing and operational procedures.

**COMP-295-01SP**  
TTH 7:00-10:00PM  
3/28-5/4 $190 240B Havins

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**Cybersecurity Awareness (Protecting Your Identity)**  
This class is intended to raise awareness of the cybersecurity threats that face us every day. We will discuss what is happening in the world today that directly impacts us and the safety of our information. Tips will be shared on how to protect your identity and your information.

**LIFE-148-01SP**  
TH 7:00-10:00PM  
4/13 $25 240A Batt

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**Check out online Computer courses on pg 15:**

- Introduction to Microsoft Access 2016
- Introduction to Windows 10
- Introduction to Microsoft Publisher 2013
- Introduction to PC Security
- Introduction to SQL
- Achieving Top Search
- Engine Positions
- Creating Mobile Apps with HTML5
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 ways you won't believe!

DGAR-110-01SP  W  7:00-9:00PM
1/18-2/8  $60  517  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  7:00-9:00PM
2/15-3/8  $60  517  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  7:00-9:00PM
3/15-4/4  $60  517  Moss

Photography By Perfect Light and Camera

How to Sell Images and Win Contests
Special Introductory class with Christopher Balmer. Christopher will share his knowledge of the trade from how to compose a great photograph to selling your images. You will learn how take pictures like the professionals. From the beginner to the advanced photographer, you will enjoy learning from Christopher.

ARTS-218-01SP  S  10:00AM-1:00PM
1/28  $10  558  Balmer

Beg/ Interm. DSLR Photography
This class is geared to help everyone, from the photographer with years of experience to the newbie just buying their first camera. You will learn everything from the basic anatomy of your DSLR to in-depth instruction of the exposure triangle, and more! Come find out why Christopher has already taught over 7,000 students in the last 7 years.

ARTS-109-01SP  S  10:00AM-4:00PM
2/11  $40  558  Balmer

Master Nature Photography Seminar
In this seminar internationally awarded photographer Christopher Balmer shares is tips of taking your wildlife and landscape images from average to amazing.

ARTS-217-01SP  F  6:30-9:00PM
4/14  $40  558  Balmer

Scanning Old Photos into New Photos
Learn how to digitize your old photos, negatives, and slides! You will also learn some simple tips in photoshop of how to correct color and take away dust specs and scratches.

ARTS-241-01SP  M  7:00-8:00PM
1/23  $15  541  Ashcraft

Photography For Portrait Photographers
Once you have taken your portrait photos, now learn to make them look like a million bucks. Learn some tips to give them that professional look you are going for.

ARTS-239-01SP  W  7:00-9:00PM
2/8  $25  541  Ashcraft

Capturing Your Life Story
Learn photography composition and how to make little decisions that will turn your everyday snapshots into artwork. Bring your camera and be ready for some photography exercises to help you start seeing the world around you differently.

ARTS-240-01SP  W  7:00-9:00PM
4/12  $25  541  Ashcraft

Tai Chi
Tai Chi Chuan is an old Chinese exercise and movement system. 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  TTH  11:00AM-12:00PM
1/17-2/16  $50  20  Siuda

Yoga
Instructor is fully certified in India. Class is designed for students to experience the true essence of Yoga. Emphasis on moving consciously with breath and learning safe alignments for each pose. All levels and ages are welcome to join.

Buy your Yoga Card today!
5 classes for $37.50 - 10 classes for $65, or 20 classes for $125

PHYE-108-01FA  TTh  5:30-6:45PM
Year Round  Rm 20  Denning

PHYE-108-02FA  MWF  12:30-1:30PM
Year Round  Rm 20  Denning

Have a question? Visit http://www.eitc.edu/wft or call 208.524.3000 ext 5345
HEALTH PROFESSIONS

Fundamentals of Dental Assisting
Provides the beginning Dental Assistant with background and knowledge in the areas of dental terminology, charting, cavity classification, infection control, local anesthesia, oral surgery, ethics, jurisprudence, and risk management. Book is required.

DNTL-134-01SP  MW  6:30-9:45PM
1/9-5/10  $400+20  6140  Klingler

Expanded Duties for the Dental Office
Designed to teach the following expanded functions: coronal polishing, pit & fissure sealants, provisional coverage (temporary crowns), and nitrous oxide administration. (All of the functions are required for a State of Idaho Expanded Functions Certificate). Book Required.

DNTL-135-01SP  TTH  6:30-9:45PM
1/24-3/16  $400+20  6140  Klingler

IV Therapy for the Medical Assistant
This course is specifically for Certificated Medical Assistants ONLY. This course has been approved through the AAMA for 15 CEUs. The student will display mastery via paper and pencil test, simulated skills demonstration, and clinical practice to initiate, maintain, and monitor short term IV infusions. Includes tuition, lab fees, malpractice insurance and manual.

NRSN-415-01SP  S  8:00AM-5:00PM
2/25-3/4  $250  6226  Bame

EMT Basic
This course includes 164 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  6:00-10:00PM
1/9-5/5  $908.66  225A  Gardner

Health Care Provider CPR
Satisfies the Health Care Provider CPR certification requirement for the EITC Health Professions Div. It is for those working in a medical field. Includes adult & pediatric CPR, foreign-body airway obstruction, & two-rescuer CPR & new information on barrier devices, stroke, & automated external defibrillation. Book required. Includes CPR Rescue Mask for each student. Certification good for 2 years.

EMER-103-01SP  S  8:00AM-1:00PM
1/21  $55  225A  Thomas
EMER-103-02SP  S  8:00AM-1:00PM
2/11  $55  225A  Thomas
EMER-103-03SP  S  8:00AM-1:00PM
3/11  $55  225A  Thomas
EMER-103-04SP  S  8:00AM-1:00PM
4/8  $55  225A  Thomas
EMER-103-01SU  S  8:00AM-1:00PM
5/20  $55  225A  Thomas
EMER-103-02SU  S  8:00AM-1:00PM
6/17  $55  225A  Thomas

CPR/AED/First Aid
This Medic First Aid course addresses CPR, AED and 1st Aid for infant, child and adult medical emergencies. This class is for certified homes, daycare providers and personal certification. Certifications are good for 2 years. Book included.

EMER-128-01SP  S  2:00-7:30PM
1/21  $70  225A  Thomas
EMER-128-02SP  S  2:00-7:30PM
2/11  $70  225A  Thomas
EMER-128-03SP  S  2:00-7:30PM
3/11  $70  225A  Thomas
EMER-128-04SP  S  2:00-7:30PM
4/8  $70  225A  Thomas
EMER-128-01SU  S  2:00-7:30PM
5/20  $70  225A  Thomas
EMER-128-02SU  S  2:00-7:30PM
6/17  $70  225A  Thomas
EMER-128-01FA  S  2:00-7:30PM
7/22  $70  225A  Thomas

Assistance With Medications
Individuals who successfully complete this course may assist the patient with medication administration as governed by the regulations and policies of each state agency, as deemed safe by the delegating licensed professional based on provisions of Section 400 in the Administrative Rules of the Idaho Board of Nursing. Book included. Please pick up your book in Building #3 Student Services Office at least 2 business days before class.

Held most Fridays and some Saturdays
8:00AM-5:00PM in Room 270D
Call 535.5301 to check availability

$79  Thomas

Certified Nurse Assistant Training
Prerequisite: Must be at least 16 years old and have current immunizations as per Health Professions Division. This course is designed for persons needing nursing assistant training or employment. Training is provided through lectures, practice sessions, and clinical experiences using the skills and knowledge of health care principles, policies, and procedures to give personal care to patients in a health care institution. Each student is required to take the written test and skills test. Clinical hours may be different than classroom hours.

HCT-118-01SP  TTH
1/10  $659+29  260  Bame
HCT-118-02SP  TTHS
1/10  $659+29  260  Bame
HCT-118-03SP  TTHS
3/7  $659+29  260  Bame
HCT-118-04SP  TTH
1/10  $659+29  260  Bame

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Prerequisite: Must be at least 16 years old and have current immunizations as per Health Professions Division. This course is designed for persons needing nursing assistant training or employment. Training is provided through lectures, practice sessions, and clinical experiences using the skills and knowledge of health care principles, policies, and procedures to give personal care to patients in a health care institution. Each student is required to take the written test and skills test. Clinical hours may be different than classroom hours.

HCT-118-01SP  TTH
1/10  $659+29  260  Bame
HCT-118-02SP  TTHS
1/10  $659+29  260  Bame
HCT-118-03SP  TTHS
3/7  $659+29  260  Bame
HCT-118-04SP  TTH
1/10  $659+29  260  Bame

Check out online Health Profession courses on pg 15:
Medical Terminology: A Word Association Approach
Medical Transcription
Become a Veterinary Assistant

Spring Semester is in session January 17th - May 5th, 2017
**HEALTH AND WELLNESS**

**Massage Basics Level 1**
Learn basic Swedish and sports techniques. It is ideal for anyone who want to learn to work on family and friends. Students will learn basic strokes, contraindications, stretching, and relaxation tips. Please wear comfortable clothing for easy mobility (jeans not recommended). Participants will learn on yoga mats; sheets provided but extra blankets, pillows or padding is suggested. Please sign up with a friend/partner to practice techniques in class.

HEAL-194-01SP  T  7:00-9:30PM
1/24  $25  20  Meacham

**Massage Basics Level 2**
For students who have learned basic massage techniques in previous studies. Learn more advanced stretches and modalities for at-home, amateur practice. Please wear comfortable clothing for easy mobility (jeans not recommended). Participants will learn on yoga mats; sheets provided but extra blankets, pillows or padding is suggested. Please sign up with a friend/partner to practice techniques in class.

HEAL-196-01SP  T  7:00-9:30PM
3/21  $25  20  Meacham

**Ancient Science of Ayurveda**
Join Ayurveda author Melodie McBride on a life-changing adventure. Ayurveda Science, a 5,000 year old system of natural healing developed in India, will empower you to achieve life balance, greater health and well-being. The Ayurveda diet and lifestyle will help you understand the interrelationship between your body, mind, and spirit. Reduce stress, regain health, and create an improved lifestyle. Book required.

HEAL-183-01SP  TTH  7:00-8:30PM
1/17-2/9  $65  140  Shaman McBride

**Ancient Science of Ayurveda II**
A continuation of the Ancient Science of Ayurveda class. Learn more about the interrelationship between your body, mind and spirit. Continue your path to reduce stress, regain health, and create a new and improved lifestyle. Book required.

HEAL-190-01SP  TTH  7:00-8:30PM
2/21-3/16  $65  140  Shaman McBride

**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  TH  1:00-2:30PM
1/19-2/9  $30  126  Siuda

**Spring Forest QiGong**
Spring Forest QiGong (chee-gong) is a simple, efficient, and effective method for helping you heal physical and emotional pain and enhance the quality of your life and the lives of others. This is a valuable workshop where you will learn the philosophy, exercises and meditation of Spring Forest QiGong. Come and have fun while learning how to feel better, relieve stress and pain, and balance your energy! You will also learn techniques for helping others!!! Bring a Sack lunch

HEAL-142-01SP  F  8:30AM-5:00PM
4/28  $40  580  Chaney

**Qi-ssage**
Qi-ssage is a technique that combines the energy principles of qi gong with the art of massage, using your hands, head and heart to help heal yourself and others. You will learn to apply gentle, firm pressure in a rotating motion to stimulate powerful key energy points to eliminate blockages and open energy channels for optimum health, wellness and healing. No prior knowledge of massage or qi gong is required to attend the workshop. Bring a sack lunch

HEAL-201-01SP  S  9:00AM-2:00PM
4/29  $25  580  Chaney

**Create the Life You Imagine Series**

**Joining Heart with Self-Esteem**
Using a variety of self-identification tools, including archetypes, numerology and supportive group exercises to bring your gifts and attributes to light, you will discover a new sense of possibility toward living a more powerful and joyful life.

LIFE-152-01SP  T  7:00-9:00PM
2/28-3/21  $40  574  Borek

**Zen and the Art of Creative Meditation**
Have you wanted to try meditation but were unsure if it was for you? Do you already meditate and want to find other methods? Then this class is for you! During this one-session class we will explore several types of meditation that can be worked into daily life including the newest craze – adult coloring. We will also discuss the research about meditation and the impact on life and health.

ARTS-225-01SP  TH  7:00-9:00PM
3/23-3/30  $30  510  Borek

**Meeting Life with Courage and Self-Kindness**
You will learn how to quiet the inner critic, handle difficult emotions with ease and transform relationships with communication skills that allow your true self to shine. Communication is the bedrock of life and of all relationships – even small gains can make a huge difference.

LIFE-153-01SP  T  7:00-9:00PM
4/4-4/25  $40  574  Borek

**Unlocking the Secrets of your Dreams**
People often do not realize the importance of their dreams and the messages that are available to them from their subconscious. In this session methods of dream interpretation will be explained and the group will work collaboratively on interpreting dreams of participants.

LIFE-154-01SP  TH  7:00-9:00PM
4/20-5/4  $35  510  Borek

**Self-Sustaining Living**

**Getting Started with Aquaponics**
Ever thought of raising fish and plants together in the same system? The fish feed the plants, the plants clean the water for the fish, and we can eat both plants and fish. Attending this class the student can learn the basics and theory of Aquaponics, different system types, and functions. Fish and grow bed designs, sizing and plumbing. Types, ratios and care of fish and plants. Housing and location of system. Presentation includes power point, handouts and displays. Students will be invited to visit a local functioning system.

LIFE-158-01SP  TH  7:00-9:00PM
1/26-2/16  $60  511  Rhead

**Personal Development**

Have a question? Visit http://www.eitc.edu/wft or call 208.524.3000 ext 5345
### Self Reliant Living Series

#### Preparing for Difficult Times
How prepared are you for the unexpected? Do you have confidence in your capabilities and resources? Whether you are just beginning or highly experienced, this illuminating class is a simple, inexpensive, empowering approach to preparing for difficult or challenging times. I have been teaching this class for over 30 years. You will learn many unique and innovative ideas you can utilize right now.

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#### Solar Box Cooking
Did you know that you can cook food, boil water, and bake bread using sunlight as your only energy source? Did you know you can do this in the middle of the winter when it’s 20 below zero? This class will introduce you to the amazing capabilities of solar box cooking including how to make your own solar box cooker. This class is packed with information and ideas.

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#### Holistic Self-Reliant Health
Do you feel run down, worn out, and lethargic? Do you have the clarity of thought you had when you were younger? Perhaps the most important class in the series! Simple, basic, powerful steps to vibrant health. Even if you are healthy and energetic now, you will discover methods to protect your health in years to come. We will focus on recognition, recovery, and prevention techniques and processes that can sustain you right now and especially during long periods of challenging times.

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#### Sustainable Gardening & Greenhouses
This class will give you a holistic perspective on sustainable food production. You will learn how to significantly extend your growing season and increase production. Learn techniques to jumpstart your plants indoors, build cold frames & solar greenhouses, seed saving, home fertilizer production, and much more. Learn how to produce vine ripened tomatoes eight months out of the year without using heat or power. Best of all, it’s gratifying!

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### Language

#### Beginning Sign Language
Learn basic American Sign Language (ASL). This class is geared toward first-time students or those with little signing experience. Students will learn the manual alphabet and develop a vocabulary of approximately 200 signs. Learn to sign simple conversational sentences. Book required.

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<tr>
<td>LANG-100-01SP</td>
<td>T</td>
<td>7:00-9:00PM</td>
<td>Harrington</td>
<td>$70</td>
<td>$371</td>
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#### Intermediate Sign Language
This course is a continuation of Beginning Sign Language, for those with a basic knowledge of ASL. Increase your 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.

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<td>Harrington</td>
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#### Spanish I
For brand-new Spanish speakers or those seeking a refresher. Students will learn vocabulary, pronunciation, grammar and conjugation in the present tense, as well as common phrases. Book required

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<td>LANG-102-01SP</td>
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<td>Romero</td>
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#### Spanish II
Prerequisite: Spanish I or equivalent. Students will learn more vocabulary, grammar, and conjugation tenses in present, past, and future. Book Required.

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#### Conversational Spanish
This course is for those who have taken Spanish. You will learn vocabulary and grammar, with an emphasis on being able to converse in the language. Book required.

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<td>Flores</td>
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#### Check out online Personal Development courses on pg 15:
- 12 Steps to a Successful Job Search
- Wow, What a Great Event!
- Homeschool With Success

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*buy 5 get 1 free"
### Senior Specific

#### Computers 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  1:00-4:00PM  
1/23-2/8  $75  517  Cottle

#### 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. Book Required. Prerequisite: Computers for Absolute Beginners course, or previous computer experience.

LIFE-101-01SP  MW  1:00-4:00PM  
2/13-3/8  $75  517  Cottle

#### Facebook for Seniors
Have you heard about Facebook but don't know where to start? Have your kids created an account for you, but you have no idea what to do with it? This class is for you! We will go over the basics of Facebook and get you connected to your friends & family.

LIFE-129-01SP  MW  1:00-4:00PM  
3/13-3/15  $25  517  Cottle

#### Beginning Android Tablet for Seniors
Tablets have changed the way we use computers. Bring your Android tablet and come find out why tablets are ideal for Seniors. Learn Droid basic functions along with the App Store and other basic features.

LIFE-144 01SP  MW  1:00-4:00PM  
3/27-4/5  $30  517  Cottle

#### Beginning Ipad Tablet for Seniors
Tablets have changed the way we use computers. Bring your iPad and come find out why tablets are ideal for Seniors. Learn iPad basic functions along with the App Store and other basic features.

LIFE-145-01SP  MW  1:00-4:00PM  
4/10-4/19  $30  517  Cottle

#### Cell Phones for Seniors
Need a little extra help with that new cell phone? This class will cover the basics of cell phones. We will cover everything from how to send & receive a text message to how to use that navigation app on your new smartphone! If you have cell phone questions but were not sure who to ask, then this class is for you!

LIFE 130 01SP  MW  1:00-4:00PM  
4/24-4/26  $25  517  Cottle

#### 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. Book Required. Prerequisite: Computers for Absolute Beginners course, or previous computer experience.

LIFE-101-01SP  MW  1:00-4:00PM  
2/13-3/8  $75  517  Cottle

#### Facebook for Seniors
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3/13-3/15  $25  517  Cottle

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LIFE 130 01SP  MW  1:00-4:00PM  
4/24-4/26  $25  517  Cottle
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- **Intro to Windows 10**: Learn to customize the features of this operating system and personalize your desktop to your specific needs.
- **Creating Wordpress Websites**: Learn how to create attractive, sophisticated blogs and websites—without any coding and little cost!
- **Achieving Top Search Engine Positions**: The vast majority of Web traffic comes from search engines. Learn the art and science of Search Engine Optimization.
- **Become a Veterinary Assistant**: Learn about pet nutrition and a variety of health and safety issues. You’ll understand how to treat and prevent parasites.
- **Medical Terminology: a Word Association Approach**: Learn how root terms are combined with prefixes and suffixes as you learning culminates in the interpretation of several paragraphs of medical notes.
- **Medical Transcription**: Learn how to transcribe the most common medical reports used in both inpatient and outpatient settings.

Prices start as low as $75

Enroll now at: [http://www.ed2go.com/eitc.edu/](http://www.ed2go.com/eitc.edu/)
How to Register

In Person:
Eastern Idaho Technical College
Room 300, Christofferson Building (#3)
1600 S. 25th East (Hitt Road)
M-F, 8:00am-5:00pm
(closed holidays)
Summer hours: M-F, 7:30am-4:00pm

By Mail:
Mail your registration form and full payment to:
Eastern Idaho Technical College
Attn: Registration
1600 S. 25th East
Idaho Falls, ID 83404

By Telephone:
(208) 524-3000 ext. 5371 toll-free 1 (800) 662-0261
To register by phone, have the following information ready:
Name, address, phone number, social security number, course number, course title, credit card number & expiration date.

By Fax:
Complete the registration form and fax it to (208) 525-7026.
Fax registration will only be accepted when accompanied by VISA, Mastercard, or Discover information and signature.

Accommodations and Access
Please call 208.524.3000 ext 5468 if you need assistance or special accommodations. This information is available in an alternate format upon request.

Refund Schedule:
Prior to class — 100%
First week of class — 75%
Second week of class — 25%
Later — none
Less $10 Administrative Fee

Accreditation
Eastern Idaho Technical College is accredited by The Northwest Commission on Colleges and Universities, an institutional accrediting body recognized by the Council for Higher Education Accreditation and/or the Secretary of the U.S. Department of Education.

Northwest Commission on Colleges and Universities, 8060 165th Avenue NE, Suite 100, Redmond Washington 98052-3981

Registering for Online Classes
- Go to www.eitc.edu
- Click “Community Ed & Workforce Training”
- Click “Online Instruction Center”
- Search on the Ed2Go website for desired classes
- Click “Add to Cart” for the classes you wish to register for.

Spring Semester is in session January 17th - May 5th, 2017
Programs

Adult Basic Education Division & Special Programs
- Regional Adult Learning Center
- Center for New Directions
- Disability Resources and Services
- GED Prep & Testing
- Advanced Opportunities

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

General Education Division
- General Education Courses
- Tutoring Center

For more information call 208.524.3000 or visit www.eitc.edu

Health Professions Division
- CNA
- Dental Assistant
- Medical Assistant
- Medical Office Specialist
- Practical Nurse
- Radiation Safety
- Registered Nurse
- Surgical Technologist

Trades and Industry Division
- Automotive Technology
- Diesel Technology
- Energy Systems Technology
- Machine Tool Technology
- Welding Technology

Community Education & Workforce Training Division
- Classes Just for Fun
- Customized Training for Business
- Emergency Services Training
- Fire Service Technology
- Online Classes
- Rural Outreach
- Summer Camps for Kids

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