SUMMER 2019

Learning for Life
Workforce Training & Community Education

Look Inside for
Camp NIC Programs!
SUMMER FUN FOR KIDS

Did you know that NIC and the Workforce Training Center runs camps for kids during the summer? Take a look at all of the Summer Camp options on pages 4 and 5. There is everything from outdoor enrichment, story writing, Harry Potter’s adventures, Act it Out-Improv, creating comics, sports and fitness, and a variety of computer camps.

This year we are bringing back the Black Rocket Computer Camps which offers a wide variety of skill development options for just about every young computer enthusiast. There will be camps from Code Breakers, Virtual Reality, Python Programming, Roblox Makers, Minecraft Modders and more.

There is also quite a variety of camp options for those that love the great outdoors. NIC’s Outdoor Pursuits programs have everything from sailing and kayaking, rock climbing, adventurous hikes, team building ropes course challenges and much more. In addition to their great camp programs the Outdoor Pursuits staff can set you up for some fun in the sun. If you or your family would like to rent some kayaks, paddleboards or small sailboats, go to www.nic.edu/outdoorrentals for details on their rental equipment so you can plan your day of recreation on our beautiful Lake Coeur d’Alene.

what’s new?

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Learning for Life

Your home for personal and professional development.

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Whether you want to advance your professional career or enrich your personal life, the NIC Workforce Training Center can help you achieve your goals. We offer credit free, short-term courses at convenient times to fit your busy lifestyle. Choose live, self-study, or online courses. Registration is easy, just call or go online.

I learned quite a bit that will help me in both personal and business situations. Enjoyed it!
— Andrea Budgett, Dealing with Difficult People

Class Location Key

Post Falls
WTC NIC Workforce Training Center
Coeur d’Alene Campus
HED Hedlund Building
MHS Meyer Health & Sciences Bldg
WIN Winton Hall
LKH Lee-Kildow Hall

Off Campus
KMC Kootenai Medical Center
TBA (to be announced)

Learning for Life Workforce Training & Community Education is a program of North Idaho College

www.workforcetraining.nic.edu  |  (208) 769-3333
Camp NIC

Aviation Career Exploration (ACE) Academy

The ACE Academy provides career information and education to students ages 13-18 who are interested in aviation and aerospace. Through active lab experiences, classroom discussion and field trips, the program provides students with a range of aerospace career exploration experiences. It also focuses on Sciences, Technology, Engineering and Mathematics (STEM). This is the northern extension of the Idaho Division of Aeronautics which has run successfully for more than 20 years in southern Idaho.

Instructor: Pat O’Halloran
Th & F TBA Jun 13 – Jun 14
2 sessions NIC Aerospace Bldg., Hayden $50

The Magical World of Harry Potterville

Calling all wizards and whimsical witches that are 8-12 years old. What do socks, invisibility cloaks, owls, chocolate frogs, butterbeer, Quidditch, magic potions and wizardly wands all have in common? They are just a few of the magical surprises that will be included in our week of adventure in our world of Harry Potter. Muggles are more than welcome as well!

Instructor: Beth Hall
M-F 9 am-Noon Jun 24 – Jun 28
5 sessions WTC $99

Adventures of Story Writing

This week you will travel into the world of becoming a young author. Students will experience the magic that happens when you mix words with a creative imagination through reading, writing, games, and illustrations. Instructor Linda Shane has written and published several children’s books and will teach students the fundamentals of how a simple story can become a book. This class is designed for 7-10 year olds.

Instructor: Linda Shane
M-F 8 am-Noon Jul 29 – Aug 2
5 sessions WTC $169

Creating Comics

Do you love reading comics? Join us and learn to make your own! In this camp you will learn how to draw your own characters, write your own scripts and design your own comic book. This program is designed for 8-12 year olds.

Instructor: Lucas Hutson
M-F 9 am-Noon Aug 5 – Aug 9
5 sessions WTC $99

Act it Out-IMPROV

Do you love to make people laugh? IMPROV camp is nothing but FUN while you learn to “think on your feet.” Create a character with your imagination and the items around you. You will be rolling in laughter from all of the funny lines that you and your friends create. This program is designed for 11-15 year olds.

Instructor: Lucas Hutson
M-F 1 pm-4 pm Aug 5 – Aug 9
5 sessions WTC $79
App Attack! This camp is targeted for 8-12 year olds. Take the first step in the world of mobile app design and customize your own game app! Using a specialized app and game development tool, students will explore the world of web-based (HTML5) mobile apps. In addition, you will also see firsthand how the world of app publishing functions. Student created apps will be accessible on a private site and can be played on any mobile device or computer. Publishing to app stores not included.  
Instructor: Lucas Hutson  
M-F 9 am-Noon Jun 24 – Jun 28  
5 sessions WTC $185

Battle Royale: Make Your Own Fortnite Style Video Game  
Fans of Fortnite we need you! Instead of playing the game, design your own. Using professional 3D game development software, build levels and assets inspired by popular battle royale game like Fortnite. This course includes cartoonish action and battle sequences. This camp is targeted for 8-12 year olds.  
Instructor: Lucas Hutson  
M-F 1 pm-4 pm Jul 15 – Jul 19  
5 sessions WTC $185

Code Breakers  
Calling all future coders, programmers, and designers! Learn the basics of coding languages like HTML, JavaScript, and CSS through a series of web projects and design challenges each day. Whether you want to be a CEO or a student who just made $1 million dollars for programming from home, this camp has all the essentials you need to begin your journey. This camp is targeted for 8-12 year olds.  
Instructor: Lucas Hutson  
M-F 9 am-Noon Jul 8 – Jul 12  
5 sessions WTC $185

Minecraft Modders  
Use your favorite game to learn the basics of modding and foundations of programming. Learn scripting and logic statements as you create your first mods! Introductory coding will also be taught through a simulated environment inspired by Minecraft. Students must own a Java version of Minecraft to access their projects at home. Tablet, phone, and game console versions of Minecraft are not compatible. This camp is targeted for 8-12 year olds.  
Instructor: Lucas Hutson  
M-F 1 pm-4 pm Jul 8 – Jul 12  
5 sessions WTC $185

Virtual Reality: The Future is Now!  
Embark on an EPIC adventure in virtual reality! In this cutting-edge class, you will learn the foundations of VR design by creating your own virtual worlds, exploring simulated environments, and crafting memorable 3D experiences. At the end of the week, take home your first cardboard VR headset to show friends and family the new worlds you created. VR projects can be viewed on a website or a mobile device. To use the VR headset a camper will need access to an Android or Apple mobile device. This camp is targeted for 8-12 year olds.  
Instructor: Lucas Hutson  
M-F 1 pm-4 pm Jul 15 – Jul 19  
5 sessions WTC $194

ROBLOX Makers  
Unlock the power of ROBLOX Studio, the world creation tool used by real-world ROBLOX developers! Learn how to build 3D models and create an adventure in your ROBLOX world. Bring characters to life with unique animations you design. This camp is targeted for 8-12 year olds.  
Instructor: Lucas Hutson  
M-F 9 am-Noon Jul 15 – Jul 19  
5 sessions WTC $185

ROBLOX-Coders and Entrepreneurs!  
Discover how to code in the LUA language while playing and designing worlds in ROBLOX, an online universe where you can create anything you dream of. This new class combines game design concepts, coding, and fun! Young entrepreneurs will also learn how to navigate ROBLOX’s fast-growing marketplace to publish their games. This camp is targeted for 8-12 year olds.  
Instructor: Lucas Hutson  
M-F 1 pm-4 pm Jul 22 – Jul 26  
5 sessions WTC $185

Python Programmers  
Want to learn the world’s fastest growing programming language favored by Google, NASA, YouTube, and the CIA? Learn how to code with Python to create engaging apps and games. Each lesson takes you step-by-step on a programming path that will let you challenge friends with fun content you create from start to finish! This camp is targeted for 8-12 year olds.  
Instructor: Lucas Hutson  
M-F 9 am-Noon Jul 22 – Jul 26  
5 sessions WTC $185

Youth Adventure Camp  
Join us for five days of venturing and exploring in North Idaho. Try your hand at rock climbing, kayaking, stand-up paddle boarding, white-water rafting, sailing, and hiking. Fee includes equipment and transportation. Students meet at the Outdoor Center in McLain Hall. Activities are designed for ages 12-16 years.  
Instructor: Jacob Rothrock  
M-F 8 am-4 pm Jul 17 – Jun 21  
5 sessions NIC Cd’A Campus $285

Youth Climbing Camp  
In this three day camp we’ll cover the basics; safety, equipment use, trust, communication, and fun! We will climb the new indoor climbing wall at NIC’s Student Wellness Center as well as spend time outdoors in Post Falls’ Qemil Park. This course is designed for ages 12-16 years.  
Instructor: Jacob Rothrock  
M-T/W 1 pm-5 pm Jun 24 – Jun 26  
3 sessions NIC Cd’A Campus $135

Youth Sailing Camp  
It’s never too early to learn the art of sailing. Let the Outdoor Pursuits sailing team get your youngster off to a fun, safe start. Each day will be filled with wet and wild sailing fun. A variety of boats will be used. This activity is designed for ages 12-16.  
Instructor: Jacob Rothrock  
M-F 8 am-Noon Jun 24 – Jun 28  
5 sessions NIC Cd’A Campus $225

Youth Rec-It Camp  
Youth will have an opportunity to practice a healthy, active lifestyle through recreation-based programming. Campers will participate in many activities including sports, games, climbing, and fitness classes. Camp will be indoors and outdoors, please dress appropriately for North Idaho weather. Please bring a water bottle, lunch and tennis shoes. Appropriate athletic clothing is a must. No sandals or flip-flops, please. Campers will meet at the Student Wellness and Recreation Center. This camp is targeted for 10-13 year olds.  
Instructor: Lucas Hutson  
M-Th 9 am-3 pm Jul 22 – Jul 25  
4 sessions NIC Cd’A Campus $175

Enroll online at www.workforcetraining.nic.edu or call (208) 769-3333
Coeur d’Alene Mini Maker Faire®

GREATEST SHOW & TELL ON EARTH
MAKE CONNECTIONS

Join us for the gathering of the Maker Community at the 1st Annual Maker Faire in Coeur d’Alene. Learn from Makers of all ages. Make something yourself. Experience innovation and amazement around every corner.

Presented by Gizmo-Cda • North Idaho College
University of Idaho • Community Library Network

JULY 13, 2019

AT Gizmo-CDA
ON THE CAMPUS OF NORTH IDAHO COLLEGE

SUMMER CAMP EXPLORATIONS
PASSION TO CAREER PATH
DO WHAT YOU LIKE TO DO
LIKE TO BE OUTDOORS?
LOVE THE JOY OF SPORTS?
FEEL GREAT WITH TOOLS?
Have a fun time building skills and doing activities that you enjoy and learn how you can turn your passion into a career!

(3) camps
Outdoor Pathway • Sports Pathway
Time in the Shops Pathway

SUMMER CAMPS AT Gizmo
AGES 6 AND UP
Coding • Welding • Pine Wood Derby
Electric Guitars • Claymation
Recording • Leather • Enameling
Foundry • Electronics • Mosaics • VR
Wilderness Survival • Robotics
Shadow Boxes • Raspberry Pi
Cardboard Boats

Limited Scholarships available

info • www.gizmo-cda.org • 208-929-4029
Recreation

**Speed, Agility and Quickness Training**

Whether you play soccer, basketball, or run track, this class will help you improve your sports performance. Athletes will work on running mechanics, multi-directional quickness, and will participate in drills in order to build speed, agility and quickness. Athletes will meet at the NIC Student Wellness and Recreation Center. This camp is targeted for 13-18 year olds.

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<thead>
<tr>
<th>M/T/W/Th</th>
<th>10 am-Noon</th>
<th>NIC Cd'A Campus</th>
<th>Jun 10 – Jun 13</th>
<th>$95</th>
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<tr>
<td>4 sessions</td>
<td>1 pm-3 pm</td>
<td>NIC Cd'A Campus</td>
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<td>4 sessions</td>
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<td>Jul 8 – Jul 11</td>
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<td>1 pm-3 pm</td>
<td>NIC Cd'A Campus</td>
<td>Jul 8 – Jul 11</td>
<td>$95</td>
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**Drawing to Discover**

Discover how to see and draw the world around you using various mediums including pencil and colored pencil. Practice drawing individual subjects and subjects in scenes using contour lines and values. Add color to your drawings to bring them to life.

**Instructor: Wes Hanson**

<table>
<thead>
<tr>
<th>Mon</th>
<th>6:30 pm-8:30 pm</th>
<th>Apr 29 – May 20</th>
<th>$79</th>
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<td>4 sessions</td>
<td>WTC</td>
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**Sign-up for both Stained Glass classes by calling (208) 769-3214 and save $49.**

**Stained Glass-Beginning**

Explore the art of creating stained glass in this fun and exciting six-week class. You will get step-by-step instructions as you create a free-form suncatcher using the copper foil art form of stained glass. Students order tools and materials for individually selected projects ($70 approximate cost) at first class.

**Instructor: Elaine Mobarry**

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<th>Wed</th>
<th>6 pm-9 pm</th>
<th>Jun 5 – Jul 10</th>
<th>$149</th>
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<tr>
<td>6 sessions</td>
<td>WTC</td>
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**Stained Glass-Advanced Beginner**

Expand the techniques that you learned in the Stained Glass-Beginning class. Learn to cut, foil, and solder more challenging patterns. Bring your board, tools, and all the supplies you used in the beginners class. Bring a pattern you would like to make or choose one provided. Bring your own glass, some will be available for purchase in class. If you have an unfinished project at home, bring that and work on it in this class.

**Instructor: Elaine Mobarry**

<table>
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<tr>
<th>Wed</th>
<th>6 pm-9 pm</th>
<th>Jul 24 – Aug 28</th>
<th>$149</th>
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<td>6 sessions</td>
<td>WTC</td>
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Arts

**Discovering Watercolor Painting**

Learn about various supplies needed to paint watercolors and how to use them. Use different drawing and watercolor painting techniques. Develop different compositional arrangements while using your favorite subjects. You will also learn to use values effectively, apply various color schemes and how to plan, develop and revise your own paintings.

**Instructor: Wes Hanson**

<table>
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<th>Tue</th>
<th>6 pm-9 pm</th>
<th>Apr 30 – May 21</th>
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<tr>
<td>4 sessions</td>
<td>WTC</td>
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Welding Craft Basics
Learn fundamentals of metal working while creating a simple, yet elegant, sculpture. Explore metal separation and joining processes. Cut and weld a project that you’ll be proud of. This class will focus on oxy-fuel setup and safety, and wire feed welding. Clear safety glasses are required for the first class session and at all times in the lab. Required personal protective clothing will be discussed at the first session.
Instructor: Colleen Ward
T & Th 6 pm-9 pm Apr 16 – May 2
6 sessions NIC Parker Technical Education Ctr. $399
T & Th 6 pm-9 pm Jun 11 – Jun 27
6 sessions NIC Parker Technical Education Ctr. $399

Graphic Arts and Photography

Landscape Photography Workshop
Be introduced to everything you need to know in order to start capturing beautiful images. You will explore the readily accessible natural areas here in Coeur d’Alene to practice the skills you learn.
Instructor: Drake Mesenbrink
Sat 8 am-Noon Jul 13 – Jul 20
2 sessions NIC Cd’A Campus $79

Culinary

Specialty German Baking: Schwarzwalder Kirsch Torte (Black Forest)
Mother’s Day is right around the corner! Let's make her a Black Forest Torte from scratch with love.
Instructor: Doris Sandstrom
Sat 2 pm-4 pm May 4
1 session NIC Cd’A Campus $49

Kombucha: The Ins and Outs
What is Kombucha? Where did it come from? This class is an overview of all things Kombucha—including nutritional value and why you want to use it. The instructor has an interest in aging with grace and staying as healthy as possible. Over the years, eating in healthier ways led her to find out about the benefits of drinking Kombucha. Frugality and the science teacher in her got her interested in brewing her own Kombucha; not just for her, but also her husband who had diverticulitis. (Kombucha has helped him!)
Instructor: Sandy Christian
Thu 6 pm-8 pm May 30
1 session WTC $49

Kombucha Brewing at Home Workshop
This introduction to brewing your own Kombucha at home will teach you what a SCOBY is and what you will need to safely brew your own. You will learn the difference between batch and continuous brewing. This hands-on class will get you your first batch of homebrew. Must be 21 or older!
Instructor: Sandy Christian
Sat 8 am-Noon Jun 22
1 session WTC $89

SAVINGS! Call (208) 769-3333 for discount
to sign up for all 3 classes for $105!

The Ever-Evolving World of Chocolate:
Chocolate Essentials
Learn all about the cacao tree and how the beans are transformed into chocolate! Also, discover how to properly taste chocolate. Topics covered: tree to taste bud exploration, chocolate and tasting terminology. Also, taste a selection of gourmet blends: dark, milk and white. Learn tips on getting the most out of your chocolate tasting experience. This course is a wonderful introduction to the world of chocolate!
Instructor: Savina Darzes
Thu 6 pm-7:30 pm Apr 18
1 session WTC $39

Journey through the Cacao Lands
You will be introduced to the intriguing human history behind chocolate and its influence on American culture. Topics covered: cultural history investigation, myths and molinillos, chocolate in literature and film. Taste chocolate made from beans grown in select tropical regions. Geography never tasted so good!
Instructor: Savina Darzes
Thu 6 pm-7:30 pm May 2
1 session WTC $39

Exciting Times for Cacao
Explore recent discoveries, cacao challenges, and how we can prepare for high demand while ensuring sustainability. Topics covered: from royalty to the masses, the American craft bar movement and latest scientific discoveries, challenges facing cacao farmers, manufacturers, and savor chocolates from select artisan chocolatiers who are making a difference. Learn how you can have a positive impact on this ever-evolving story!
Instructor: Savina Darzes
Thu 6 pm-7:30 pm May 16
1 session WTC $39

Let’s Dance!
Get dance ready for weddings, parties, and cruises. Learn a few popular, useful, and easy dance moves that can be used in many social situations. This course is for absolute beginners and features easy steps and simple, clear instruction.
Instructor: Rick Frangione
Tue 7 pm-8 pm May 7 – May 28
4 sessions NIC Cd’A Campus $49
Tue 7 pm-8 pm Jun 4 – Jun 25
4 sessions NIC Cd’A Campus $49
Tue 7 pm-8 pm Jul 9 – Jul 30
4 sessions NIC Cd’A Campus $49

A lot of fun! Excellent starter course. The instructor gave us good instructions and was very helpful in answering questions.
— Jerry Gooren, Welding Craft Basics

SAVINGS! Call (208) 769-3333 for discount
to sign up for all 3 classes for $105!
Mind and Body

Better Body Fitness Class
Instructor led group fitness classes that work to improve your overall fitness with strength, body weight and plyometric based exercises. These classes will be for all ages and ability levels. They will be energetic and in a group setting incorporating individual movements and partner based exercises. 31 classes for your fitness fun!
Instructor: Kevin Busch

- **Wed**: 6 pm-8 pm  Apr 17 – Jul 31
- **Sat**: 8 am-10 am
- **31 sessions**: Hayden Precision Fitness  $299

Ballroom Dance Workout
Learn how to dance while tightening the belly, sculpting the waistline, and lifting those bums. Shed pounds and trim inches with this complete body-sculpting routine. Follow along and you will Cha-Cha, Samba, and Jive. No partner required.
Instructor: Natalia King

- **Thu**: 6 pm-7 pm  May 23 – Jun 20
- **5 sessions**: NIC Cd’A Campus  $59
- **Thu**: 6 pm-7 pm  Jul 11 – Aug 8
- **5 sessions**: NIC Cd’A Campus  $59

Lower Back, Core and More
A unique combination of Pilates, Yoga, strength conditioning, flexibility, and dynamic balance. Learn movements that elongate muscles, strengthen the back, and release tension while improving joint stability, balance and range of motion.
Instructor: Natalia King

- **Tue**: 6 pm-7 pm  May 21 – Jun 18
- **5 sessions**: NIC Cd’A Campus  $59
- **Tue**: 6 pm-7 pm  Jul 9 – Aug 6
- **5 sessions**: NIC Cd’A Campus  $59

Healing through Nutrition-Phytochemicals Rock!
Learn why nutrition and lifestyle choices promote health or initiate disease. Explore one of the healthiest diets in the world and why health and longevity are the results! Tired of being sick and tired? Frustrated with yoyo diets that leave you discouraged? Achieve ideal health and ideal weight, and maintain optimum health and wellness while enjoying your efforts! Recipes and menu ideas provided.
Instructor: Karen Kibbey, MS

- **T & Th**: 6 pm-8 pm  WTC  $69
- **T & Th**: 6 pm-8 pm  May 14 – May 16
- **2 sessions**: NIC Sandpoint Ctr.  $69

Infinite Possibilities: Enhancing Your True Potential
Are you living to your fullest potential? Have you found your purpose? In this class you will explore strategies that will enhance your life by learning to live each day deliberately, making choices, and taking steps to create life changes to help manage your true potential.
Instructor: Ann Tichy

- **Tue**: 6 pm-8 pm  Jun 18
- **1 session**: WTC  $19
- **Thu**: 6 pm-8 pm  Jun 20
- **1 session**: WTC  $19
- **Tue**: 6 pm-8 pm  Aug 6
- **1 session**: WTC  $19

Money

Medicare and Social Security
Please join us to learn about the fundamentals of our current medicare system as well as upcoming changes and new information you will face during open enrollment this year. The information you’ll learn from this class will give you the education you need in order to be up-to-date and aware of your health and retirement options. Each paid participant may bring a guest for no additional fee, but will still need to be registered.
Instructor: John Marcheso

- **Tue**: 6 pm-8 pm  May 21
- **1 session**: NIC Cd’A Campus  $29
- **Thu**: 6 pm-8 pm  May 16
- **1 session**: NIC Cd’A Campus  $13

Social Security: Your Questions Answered
Discover ways to maximize Social Security benefit amounts for the individual and spouse, based on age, life expectancy, employment, and need.
Instructor: Doug Rupiper, CPE

- **Thu**: 6 pm-7:30 pm  May 16
- **1 session**: NIC Cd’A Campus  $13

How to Buy a Home with Average-to-Low Income
Do you have a dream of owning your own home? First-time home buyers or experienced home owners, this program is for you! The USDA Rural Development Program is the only 100 percent financing program available from the US Department of Agriculture. There is no required down payment for residential purchase on new or existing homes. Come learn more about this program: it’s easier than you think! Refreshments and FREE Credit report will be available. Hosted by Darlene Kacalek and Julia Boord of Treaty Rock Realty.
Instructor: Darlene Kacalek, Realtor

- **Wed**: 6 pm-8 pm  May 15
- **1 session**: WTC  FREE
- **Wed**: 6 pm-8 pm  Jul 17
- **1 session**: WTC  FREE

Preparing Your Estate Plan Seminar
We will provide a basic overview of estate planning: account registration, beneficiary designation, wills, trusts, tax information, life insurance and TOD.
Instructor: Doug Rupiper, CPE

- **Thu**: 6 pm-7:30 pm  May 9
- **1 session**: WTC  $13

Revocable Living Trust
Learn about estate planning, trusts, and the probate process in Idaho. Understand the legal procedures that enable the transition of property to heirs by means of a living trust without court intervention. The transition of property after death can be smooth, efficient, and cost effective. Your instructor will use diagrams and copies of documents that he uses in his legal practice. This class provides unbiased, balanced information with no sales approach.
Instructor: Richard Wallace

- **Wed**: 6 pm-8 pm  Apr 24
- **1 session**: NIC Cd’A Campus  $29
Veterans...This is For You!

How well do you know your Veteran Benefits? This will be an informational session from buying a home to other benefits you might not be aware of. Each class will host a special guest speaker whose area of expertise is on this topic. Hosted by Darlene Kacalek from Treaty Rock Realty.

Instructor: Darlene Kacalek, Realtor

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<tr>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
<th>Location</th>
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<tr>
<td>Wed Jun 10</td>
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<tr>
<td>Wed Jun 17</td>
<td>6 pm-8 pm</td>
<td>FREE</td>
<td>NIC Cd'A Campus</td>
</tr>
</tbody>
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What Happens After the Paychecks Stop?

Retirement Income Primer

Learn about budgeting for retirement expenses, potential sources of retirement income and potential risks such as LTC and health care costs.

Instructor: Doug Rupiper, CPE

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<th>Date</th>
<th>Time</th>
<th>Fee</th>
<th>Location</th>
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<tr>
<td>Tue Apr 16</td>
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<tr>
<td>Tue May 21</td>
<td>6 pm-7:30 pm</td>
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</table>

The Savvy Seller Workshop

This course will help empower homeowners to sell their homes themselves and save thousands of dollars. Learn how to successfully market and sell your home yourself. Learn about the most common pitfalls of “For Sale by Owner.” We will cover how to prep your home, how to market it correctly, what safety precautions you need to take when showing your home, what escrow actually is, choosing a title company to handle the closing, as well as many other important topics. Students will also have access to an online webinar after completing the course.

Instructor: Kayla Dickson

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<thead>
<tr>
<th>Date</th>
<th>Time</th>
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<th>Location</th>
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</thead>
<tbody>
<tr>
<td>Sat Apr 13</td>
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<td>WTC</td>
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<tr>
<td>Sat Apr 27</td>
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<td>Sat May 18</td>
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<tr>
<td>Sat Jun 15</td>
<td>9 am-Noon</td>
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Recreation

Discover Sailing

Discover Sailing! Have you been curious about sailing but never had the opportunity? Are you an "old salt" who wants to introduce a friend to the sport? Or are you just looking for a new adventure to try? Come out for an afternoon on the water with our experienced crew. You will have the opportunity to participate in everything from sail trimming to driving the boat on this three-hour tour.

Instructors: Jacob Rothrock; Terry Brinton

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<tr>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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<td>Wed Jun 19</td>
<td>5:30 pm-8:30 pm</td>
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<td>$75</td>
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</table>

Keelboat Sailing

There’s no better way to experience Coeur d’Alene Lake than by sailboat. Enjoy 12 hours of hands-on, keelboat sailing instruction aboard Outdoor Pursuits 26-foot teaching sloop. Spending the majority of our lesson time on the water ensures that the student has a better chance of retaining the information after the course is complete. Proper use of equipment, safety, and terminology are all covered. Students must be 18 years of age.

Instructors: Jacob Rothrock; Terry Brinton

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<tr>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
<th>Location</th>
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<tbody>
<tr>
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<td>Th May 23</td>
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<td>Fri Jul 5</td>
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Small Boat Sailing

Summer lake breezes invite you to learn to sail. Enjoy 12 hours of hands-on, wet and wild small boat sailing instruction on Lake Coeur d’Alene. We will spend the majority of our lesson time on the water to ensure that you have a better chance of retaining the information after the course is complete. Proper use of equipment, safety, and terminology are all covered. Swimming skills are required. Students must be 18 years of age.

Instructors: Jacob Rothrock; Terry Brinton

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
<th>Location</th>
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<tbody>
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<td>Fri Jul 26</td>
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</table>

Introduction to Rock Climbing

Benefit from this introduction to a lifelong sport. Begin with safety training and knot tying. Learn about belaying and climbing techniques. Gain confidence, body strength, balance, and endurance. Content designed for beginners or those with some rock climbing experience. Fee includes use of all equipment. Students must be 18 years of age.

Instructors: Jacob Rothrock; Terry Brinton

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<th>Date</th>
<th>Time</th>
<th>Fee</th>
<th>Location</th>
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<td>Mon Jun 17</td>
<td>2 pm-4 pm</td>
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Lake Kayaking

Have you seen kayakers on Lake Coeur d’Alene and wished that you could be a part of the fun? Here’s your chance to gain hands-on experience and confidence with a variety of boats. Each session will consist of an overview of techniques with your instructor and a paddle tour of Lake Coeur d’Alene. Class content is designed for the beginner. Swimming skills are required. Students must be 18 years of age. Fee includes use of all equipment.

Instructors: Jacob Rothrock; Terry Brinton

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<th>Time</th>
<th>Fee</th>
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</table>

Kayak Roll Clinic

Spend an evening on the lake perfecting the elusive Eskimo Roll. The crew at Outdoor Pursuits has it mastered, and now it’s your turn. Participants are welcome to bring their own kayak (whitewater or sea), or use one of ours. This should not be your first day in a kayak. Previous paddling experience is required. Students must be 18 years of age.

Instructors: Jacob Rothrock; Terry Brinton

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
<th>Location</th>
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<td>Mon Jun 3</td>
<td>2 pm-4 pm</td>
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Stand Up Paddleboarding

Come experience the fastest growing paddle sport in America with Outdoor Pursuits. Our instructors will have you standing and paddling your way around Lake Coeur d’Alene in no time. This course is designed for the beginner. All students should be prepared to get very wet. Swimming skills are required. Fee includes a 2 hour lesson and a 1 day rental credit, good for any day this season. Students must be 18 years of age.

Instructors: Jacob Rothrock; Terry Brinton
Tue 5:30 pm-7:30 pm Jul 2
1 session NIC Cd’A Campus $75

Writing

Write Now: Opening the Fountain

Enhance your writing passion in this two day workshop that will ignite your writing.

Instructor: Ann Tichy
M & W 6 pm-7:30 pm Jun 24 – Jun 26
2 sessions WTC $29

North Idaho College
Outdoor Pursuits
Rent the equipment to outfit your next adventure.

Paddleboards
Sail boats
Kayaks
Whitewater Rafts

Check out www.nic.edu/outdoorrentals for rental rates and the rest of our inventory.
To make a reservation or for help planning your next outing call (208) 769-7809.

Classes can be taken individually or as a series. Call to register for the series for the discounted fee of $508 for all 3 classes.

Special Interest

Adulting 101-Your Money

This course serves as a bridge between what money skills may have been taught in school or home compared to those skills that are needed in the adult world. Topics include, but are not limited to: tips, basic budgeting, savings and checking accounts, paying bills, credit cards, credit reports and scores, basic taxes, apartment and house leases and expenses, and basic home buying. This is the first in a series of classes designed to prepare young adults for the world beyond school. Classes may be taken as a single class or call to sign up for all 3 for a discounted fee.

Instructor: Blaine Porter
Varies 6 pm-9 pm May 15 – Jun 5
8 sessions WTC $179

Adulting 102-Your Health and Safety

The second in a series of classes. These lessons focus on taking charge of your personal health and staying safe in both the adult and cyber worlds. Topics include, but are not limited to: your mental health, stress management, doctor’s appointments, health insurance, choosing medicines at the pharmacy, your personal health information, vitamins and supplements, social media, identity theft, catfishing, phishing and cyber bullying. Snacks will be provided.

Instructor: Blaine Porter
Varies 6 pm-9 pm Jun 11 – Jul 11
9 sessions WTC $199

Adulting 103-Jobs and Careers

The third in a series of classes. This group of lessons covers all things related to employment. We will cover everything from job applications and resumes to how to conduct yourself at both the interview and during employment. In addition, you will get assistance through “mock interviews” to better understand the process. Class includes soft skills, resumes, cover letters, applications, pay scales, benefits packages, marketable skills, places to find employment, and how to develop realistic expectations of the working community. Snacks will be provided.

Instructor: Blaine Porter
Varies 6 pm-9 pm Jul 16 – Aug 15
11 sessions WTC $199

Move over Weird Al Yankovich: Writing Musical Parodies

Do you have a creative way with words and humor? Get ready to take that to the next level by learning an easy way to create your own parodies, just like Weird Al’s-only better because they will be yours. Remember how you learned your ABC’s? Most likely it was by learning the ABC song. Did you know that is the same tune as Twinkle, Twinkle Little Star? Learn how to take familiar tunes and create new words for them. Whatever your goal, this class has a winning reputation, because the instructor, a career educator, was selected to teach a breakout session to 100+ teachers at the National Science Teacher’s Convention.

Instructor: Sandy Christian
Tue 6 pm-8 pm May 21
1 session WTC $49

Tue 6 pm-8 pm Jun 18
1 session WTC $49

Enroll online at www.workforcetraining.nic.edu or call (208) 769-3333
HEALTH PROFESSIONS

**Assistance with Medications**

This course is required for any unlicensed assistive personnel who are delegated the task of assisting with oral, topical, suppository, ear drops, eye drops, nasal, gastrostomy tube, or pre-mixed inhaled medications. This program is targeted for individuals who care for residents in assisted living and clients in the home setting, but is beneficial to anyone assisting with medications. Reading medication instructions and prescription labels is a crucial skill to safely practice in health care.

**Instructors:** Licensed nurses

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<td>Wed</td>
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<tr>
<td>Thu</td>
<td>8 am-Noon</td>
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**CNA-Nursing Assistant Training**

Begin your health care career as a Certified Nursing Assistant. This course prepares you to enter the workforce as a health care professional and for the state exams required to be placed on the Idaho Nurse Aide registry. The 120-hour class includes online assignments, in-class skills practice and clinical experience at local health care facilities. Class registration covers required textbooks, and state testing fees. Additional class costs are for health screening for clinical access, and scrubs.

**Instructors:** Licensed nurses

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<td>Tue</td>
<td>8 am-4 pm</td>
<td>WTC</td>
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“I liked that it was more hands-on and that they covered a lot that relates to me on a day to day basis in the workplace.”

— Kelsey Clawson, Assistance with Medications
Medical Assistant Apprenticeship

**Medical Assistant Apprenticeship**

Complete your Medical Assistant Apprenticeship in this accelerated program for current health care professionals. Achieve the clinical and administrative skills necessary for this high demand career. Under the supervision of health care providers, medical assistants are a valued support member for the health care team. Doctors, nurses, and other team members rely on the medical assistant to provide clinical services for patients and ensure the clinic flows smoothly.

Prerequisite: Must be a certified nursing assistant (CNA) or phlebotomy technician (CPT or PBT), and obtain employment as a Medical Assistant apprentice. List of employers available upon request.

*Instructor: Danielle Miller*

| M & Tu       | 5 pm-9 pm | Jun 24 – Mar 10 | 68 sessions | WTC | $5,995 |

Continuing Education for Healthcare

**Certified Patient Care Technician**

Patient Care Technicians possess a diverse range of skills and knowledge to provide care to patients in hospital emergency departments, clinics, long-term acute care, and rehabilitation centers. Build upon your nursing assistant technical and interpersonal skills while advancing in your career. This program includes the following embedded certifications: Phlebotomy, EKG, Mental Health First Aid, and Wound Care. Upon successful completion of the course, students will be prepared to sit for the National Certified Patient Care Technician examination included in the registration fee. Prerequisite: Must be a current Certified Nursing Assistant with minimum three months experience or National Registered EMT. For payment plan please call.

*Instructors: Multiple Licensed Professionals*

| Mon | 8 am-2 pm | Jul 8 – Sep 14 | 14 sessions | WTC | $1,295 |

**Certified Patient Care Technician - Externship**

Gain additional experience using your newly acquired Certified Patient Care Technician (C-PCT) skills in an unpaid externship. The PCT externship is available for students who have successfully completed the Patient Care Technician course and meet the eligibility requirements. You will receive a minimum of 48 hours rotating in the emergency department, phlebotomy, and EKG.

Prerequisite: Must be a current certified patient care technician and meet the professional standard.

*Instructor: Dotty Heberer*

| Dates, times, and location vary. | $195 |

**Certified Restorative Assistant**

Increase your career potential with this advanced course for Certified Nursing Assistants (CNAs) focusing on rehabilitation and restorative care. Students must be CNAs to be eligible to take the certification exam. Completion or concurrent enrollment in the Medical Terminology course is recommended. This course also meets the clinical observation requirement for admission into the Physical Therapist Assistant program at North Idaho College. Upon successful completion, you will receive an Idaho SkillStack Badge® certification. Textbook included. Additional student costs for immunizations.

*Instructor: Jeff Byers*

| Fri | 8 am-2 pm | Jun 7 – Jul 19 | 7 sessions | WTC | $595 |

**Wound Care I Certification for Nursing Assistants**

Learn the skill of assisting the licensed nurse in wound care. Provide outstanding care to your patients by becoming proficient in wound observation, sterile technique, and assisting in the healing process. This workshop will provide four hours of continuing education for Restorative Assistant Certification renewal. Upon successful completion, you will receive an Idaho SkillStack® Badge certification.

*Instructor: Buster Cole*

| Fri | 8 am-2 pm | Jun 21 |
| 1 session | WTC | $69 |

**Wound Care II for Health Care Professionals**

Learn the essentials of wound care designed for licensed nurses and patient care technicians. Gain confidence in identifying, treating, and helping to prevent acute and chronic wounds. Receive hands-on instructions on applying and removing dressings. In depth discussion on advanced wound care, technology, and various types of dressings round out the course.

*Instructor: Buster Cole*

| Mon | 8 am-2 pm | Jul 29 – Aug 5 | 2 sessions | WTC | $119 |

Continuing Education

**HIV/AIDS**

This self-paced, online course is designed to meet the seven-hour HIV/AIDS training requirement for nursing assistants in the state of Washington and any entity requiring HIV/AIDS training.

- Online: Start anytime
- For payment plan please call.
- $39

**CNA Continuing Education (Idaho)**

This self-paced, online course is designed to meet Idaho state continuing education requirements for nursing assistants in skilled nursing homes and assisted living facilities.

- Online: Start anytime
- $69

**In-Home Care (Idaho)**

Individuals working in homecare settings can take this self-paced, online course to meet Medicare/Medicaid requirements in Idaho for in-home care workers. With topics ranging from communication and patient rights to the caregiver’s own self-care, this course prepares individuals to provide many of the needed services for the elderly staying at home.

- Online: Start anytime
- $69

Dental Assisting

**Dental Assistant**

Choose an exciting and challenging career in dental assisting. Dental assisting is one of the fastest growing occupations. Through a competency-based learning approach, you will gain essential skills to enter the dental assistant profession. This program will prepare you to sit for the National Entry Level Dental Assistant (NELDA) certification exam through the Dental Assistant National Board (DANB). [http://www.danb.org.](http://www.danb.org/) A 40-hours externship at a local dental office included.

*Instructor: Emily Penberthy*

| T & Th | 5 pm-9 pm | Aug 22 – Dec 19 |
| 29 sessions | WTC | $2,995 |
Dental Assistant - Expanded Functions Series
Complete the entire expanded functions series for dental assistants. You will receive online and hands-on lab instruction with a registered hygienist. The series includes: administration of nitrous oxide/oxygen analgesia, polishing restoration, application of pit and fissure sealants, coronal polishing, temporary crown restoration, and high-speed hand piece to remove cement or resin. You will save four hundred dollars by taking the entire series versus single modules. A registered hygienist will evaluate your competencies for each function in the lab. Prerequisites: Proof of employment with a minimum of six months experience as a dental assistant. Current certification by Dental Assistant National Board (DANB), graduate of an accredited dental assistant program, DANB approved dental assistant program. Or you may challenge the Fundamentals of Dental Assistant exam approved by Idaho Career and Technical Education.
Instructor: Carrie Crosby
Fri 8 am-Noon Jul 26 – Aug 30
6 sessions WTC $495

Health Careers

Phlebotomy Technician
This 130-hour program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Classroom and lab work includes terminology, anatomy and physiology, blood collection procedures, hands-on specimen practice, and training in skills and techniques to perform puncture methods. There is an online component to this class and you will be oriented on its use the first day of class. The National Healthcare Association Certified Phlebotomy Technician exam is included in registration. You must have a high school diploma or equivalent to sit for the certification exams. Note: Must be at least 18 years of age. Externship is available as a separate class for graduates of this course, and is a prerequisite for ASCP certification.
Instructor: Jennifer Baker
T & Th 5:30 pm-9 pm May 14 – Aug 8
2 Sat 9 am-3pm
28 sessions WTC $1,799

Phlebotomy Externship
Gain valuable on-the-job training while preparing for the ASCP Certification. The phlebotomy externship is available to students who have successfully completed the Phlebotomy Technician course and meet the eligibility requirements. Once your eligibility application is accepted, you will be placed in the clinical environment for 100 hours in a local laboratory. Upon completion of your nonpaid externship, you will be able to sit for the ASCP certification exam and include this experience on your resume for employment. Fee includes a background check and drug screen.
Dates, times, and location vary. $349

Mental Health

Adult Mental Health First Aid
Just as CPR helps you assist an individual having a heart attack, Mental Health First Aid helps you assist someone experiencing a mental health-related crisis. Learn risk factors and warning signs for mental health and addiction concerns, strategies for how to help someone in both crisis and non-crisis situations, and where to turn for help.
Instructor: William Normington
Mon 8 am-Noon Jul 15 – Jul 22
2 sessions WTC $85

Dementia Care Workshop
Provide outstanding care with specialized training in dementia at this dynamic workshop. Ideal for the health care professional or primary caregiver. Topics include current information on Alzheimer’s and Dementia disease, effective strategies for care, understanding behavior, and therapeutic communication.
Instructor: Lee Vaagen
Tue 5 pm-9 pm Jun 4
1 session WTC $45

Medical Office

CBCS Certified Medical Administrative Assistant with Medical Billing and Coding
The Certified Billing and Coding Specialist (CBCS) Certified Medical Administrative Assistant with Medical Billing and Coding is geared towards students who are interested in obtaining a career in the healthcare industry, but have little to no experience within the sector.
Online-Start anytime. Call to register. $2,695

CPC Certified Medical Administrative Assistant with Medical Billing and Coding
This program will train students to handle the increasing complexities of health care management, including medical billing and coding, will give you a competitive edge in the health care field.
Online-Start anytime. Call to register. $3,195

HEALTH PROFESSIONS

- Certified Nursing Assistant (CNA)
- Assistance with Medication
- Certified Patient Care Technician
- Certified Restorative Assistant
- Patient Care Coordinator
- Mental Health Certifications
- Phlebotomy Technician Program
- Dental Assisting
- Health Careers
- Medical Office
Emergency Services

Emergency Medical Technician (EMT)  
This program will prepare you to provide pre-hospital emergency medical care and transportation for critical and emergent patients who access the emergency medical services (EMS) system. You will acquire the basic knowledge and skills necessary to stabilize and safely transport patients ranging from non-emergency and routine medical transports to life threatening emergencies. Emergency Medical Technicians are a critical link between the scene of an emergency and the health care system. Emergency Medical Technicians function as part of a comprehensive EMS response system, under medical oversight. EMT’s perform interventions with the basic equipment typically found on an ambulance. Textbook, class materials, Basic Life Support Provider certification and the skills exam for the NREMT included in registration fee. Upon successful completion of this course, you will be eligible to take the National Registry of Emergency Technicians (NREMT) exams. For more information regarding requirements and prerequisites go to http://www.nic.edu/emt.

Instructor: Jeff Butcher

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<th>M/W/F</th>
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<th>Aug 5 – Dec 11</th>
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<tbody>
<tr>
<td>Sat</td>
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<td></td>
<td>WTC</td>
<td>$1,995</td>
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Firefighter II Academy
Take your firefighting skills to the next level. Firefighter II training increases your knowledge of ground fire situations and practical skills in the areas of firefighter survival, rope rescue, advanced search and rescue, propane firefighting, vehicle extrication, basic first aid, technical rescue support, and other fire ground activities. Prerequisite certifications are: Firefighter I (IFSAC or ProBoard), Hazardous Materials Awareness and Operations, and CPR. For payment plan set up go to: https://nicwtc.afford.com or to apply for an educational loan through Sallie Mae go to: https://salliemae.com

Instructor: Bill Deruyter

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<th>T &amp; Th</th>
<th>5 pm-9 pm</th>
<th>Jun 11 – Jul 16</th>
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<tr>
<td>Sat</td>
<td>8 am-5pm</td>
<td>13 sessions</td>
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<tr>
<td></td>
<td>NIC Cd’A Campus</td>
<td>$995</td>
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Basic Life Support BLS Provider
If you work in the healthcare field, you will need this course. Includes adult, child, and infant CPR and use of the AED. Written and skills test will be given at the conclusion of the course. Does not include first aid.

Instructor: Blaine Porter

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<thead>
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<tbody>
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<td>Thu</td>
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<td>Aug 8</td>
</tr>
<tr>
<td>1 session</td>
<td>WTC</td>
<td>$59</td>
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Heartsaver CPR and AED
Learn how to save a life! This course teaches CPR (cardiopulmonary resuscitation) and relief of choking in adults and children. Earn or renew your CPR card; good for two years.

Instructor: Blaine Porter

<table>
<thead>
<tr>
<th>Tue</th>
<th>6 pm-9 pm</th>
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<tr>
<td>1 session</td>
<td>WTC</td>
<td>$79</td>
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Heartsaver First Aid
Do you know what to do in case of a medical emergency? This course will give you confidence and knowledge in how to manage illness and injuries in the first few minutes until professional help arrives. Earn or renew your First Aid card, good for two years. Textbook optional.

Instructor: Blaine Porter

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<tr>
<th>Fri</th>
<th>6 pm-9 pm</th>
<th>Jun 21</th>
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<tr>
<td>1 session</td>
<td>WTC</td>
<td>$69</td>
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Accounting/Bookkeeping

The Basics of Bookkeeping
This course will help you understand and know how to record, every penny that comes into your business and every penny that goes out of your business as well as how to create a chart of accounts that meet your needs.

Online  May 6 - May 31  $195

Business Skills

Certificate in Customer Service
Customer service is now essential for business and all work organizations. With the increase of technology, human interaction with customers becomes all the more important, and good customer service is now one of the central factors in organizational success. Learn to improve your customer service skills to enhance your career skill set, improve productivity, and increase your organization's success. You will also take away some extraordinary customer service techniques you won't find anywhere else.

Online  Jun 3 - Jul 26  $245

Entrepreneurs

Entrepreneurship Certificate
Take home a step-by-step approach to attract and keep customers, with an emphasis on customer-driven marketing decisions and building a strong brand. Develop an outline for your plan, and take home techniques to successfully manage and market your new business.

Online  Jun 3 - Aug 30  $495

Grant Writing/Nonprofit

Grant Writing 101
Gain a full understanding of grant writing from identifying potential grant seekers needing someone to write their grants to find funders and building your own grant writing business.

Online - Enroll anytime  $195

Management and Leadership

Business Coaching Certificate
Learn skills in the development, implementation, and support of coaching and mentoring programs in your workplace. Take home the much-awaited toolkit you have been searching for to improve your employees' performance and create the working environment that your employees will find truly rewarding.

Online  May 6 - Jun 28  $395
**Management Certificate**
Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness.

| Online  | Jun 3 - Aug 30 | $595 |

**Supervisory and Leadership Certificate**
Your employees are your most valuable resources. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. Get practical, easy to understand, and insightful methods for new and even experienced supervisors and managers.

| Online  | Jun 3 - Jul 26 | $395 |

**Your Workplace Your Employees and The Law**
Designed for non-lawyers, this course will provide business owners, managers, supervisors, and HR professionals with a roadmap for effectively handling complicated employee-related issues that affect today’s legal-prone work environment.

| Online  | May 6 - May 31 | $195 |

**Marketing and Sales**

**Certificate in Sales**
Gain a better understanding of the importance of the sales function and learn new skills in relationship management, prospecting, customer management, and delivering a compelling sales presentation. Move yourself or your sales team to increased success.

| Online  | Jun 3 - Aug 30 | $495 |

**Project Management**

**Certificate in Project Management**
Project management is one of the fastest paths to promotion by increasing your network through greater exposure. Gain the skills, tools, and templates to confidently develop and maintain a project.

| Online  | Jun 3 - Aug 30 | $495 |

**Social Media**

**Social Media for Business Certificate**
Learn how social networks are used to develop a two-way communication and marketing strategy for your organization. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing.

| Online  | Jun 3 - Aug 30 | $495 |

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**Thinking of Starting a Business in Idaho?**
This workshop gives an overview of what it takes to be a business owner and will help you perform a feasibility analysis of your business idea. Learn about the new business registration process and regulatory issues, as well as an overview of federal and state tax responsibilities.

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<tr>
<th>Thu</th>
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<tr>
<td>1 session</td>
<td>NIC Cd'A Campus</td>
<td>$39</td>
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**Building a Highly Profitable Business Series**
Learn the essential skills and tools every business owner needs to create a thriving profitable business. Current business owners should consider taking classes I through IV. For individuals thinking of starting a business, classes I through IV should be taken after attending the Thinking of Starting a Business in Idaho? workshop. Please call to register to take the entire four-class series for the discounted price of $120 call, (208) 769-3214.

**I. Marketing Strategy for Profit**
Marketing is the engine of your business. What problem is your business trying to solve? How big a problem is it? Who has these problems more than any others? How much would they pay for your solution? Answers to these are the difference between thriving and just surviving. Understand what specific need you are meeting and how to create value that your customers will be willing to pay a premium for.

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<tr>
<td>1 session</td>
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**II. Hiring Winners, Operational Excellence for Profit**
Your employees are the future of your business. Learn how to hire and keep winners. Also, learn what key processes make up your business operations and improve productivity, effectiveness, and efficiency in your business for higher profit.

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**III. Financial Management for Profit**
Business financials are not just for paying taxes, they are essential for making good business decisions. Gain an understanding of essential financial statements and learn how to use them for business success.

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<tr>
<td>1 session</td>
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**IV. Planning for Business Success**
If you fail to plan, you plan to fail. Learn why planning is so crucial and the right way to chart a course for your business success. Discover the essential ingredients for developing meaningful goals and a plan that will help you and your team achieve them.

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<td>1 session</td>
<td>NIC Cd'A Campus</td>
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Marketing and Sales

Don’t Have a Website For Your Business

This training will walk you through how to create a functional, easy to manage website for your business using one of the many template website platforms out there: Squarespace, Wix, or Weebly. You will learn about functional page structure, formatting, and best practices for maximizing your new website.

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Social Media—How to Build an Audience

You have taken several other social media classes and you have set up all your social media accounts for your business, but all you hear are crickets chirping. It could be that you are not telling the proper story. This will be an introduction to digital storytelling and using social media to build your client base.

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Social Media

All classes are hands-on workshops, designed for attendees to bring a web-ready device: laptop, tablet, smartphone, etc. Please call to take the entire three-class series for the discounted price at $120.

Facebook Marketing for Small Business

Tailored to people just starting out with Facebook for business, this workshop will cover how to manage Facebook for personal and business use. This class is for those who are at a beginner to intermediate level with social media. This is also a hands-on workshop. Please bring your web friendly device (laptop (preferred), tablet, cell phone) that you will use to manage your social media channels. Also, bring and ask questions about the challenges you face with social media.

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<th>Instructor: Josh King</th>
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<td>1 session NIC Cd’A Campus $49</td>
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LinkedIn and Twitter Marketing for Small Business

Tailored to people starting out with LinkedIn or Twitter for business, this workshop will cover how to manage these sites for personal or business use. This class is hands-on and designed for those who are at a beginner to intermediate level with social media. Please bring your web friendly device (laptop (preferred), tablet, cell phone) that you will use to manage your social media channels. Also, bring and ask questions about the challenges you face with social media.

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<th>Instructor: Josh King</th>
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<td>1 session NIC Cd’A Campus $49</td>
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Instagram and Pinterest Marketing for Small Business

Tailored to people starting out with Instagram and Pinterest for business, this workshop will cover how to manage these sites for personal or business use. This class is a hands-on workshop for those who are at a beginner to intermediate level with social media. Please bring your web friendly device (laptop (preferred), tablet, cell phone) that you will use to manage your social media channels. Also, bring and ask questions about the challenges you face with social media.

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<td>1 session NIC Cd’A Campus $49</td>
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Special Interest

Basic Pricing Strategies for Small Business 101

Pricing is the most powerful business tool for profitability, competitive advantage, and meeting business objectives. Many small business owners are unsure how to price their products and services to meet their business objectives. This course will discuss the basic requirements and strategies for effective pricing, the art of increasing prices, the pros and cons of discounting, along with effective pricing management techniques for sustained profitability. Prerequisites include: A basic understanding of profit/loss or income statements, or completion of the ISBDC course: Financial Management for Profit.

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Advanced Pricing Strategies for Small Business 201

Building on the concepts covered in the 101 Pricing Class, this second course will explore some advanced pricing strategies such as supply vs. demand pricing, cross-market pricing, parametric and performance based pricing, bundled product pricing, pricing for competitive bidding, and value-added pricing. The course will also build on the basic pricing management strategies covered in the previous course. Prerequisites include: A basic understanding of profit/loss or income statements, or completion of the ISBDC course: Financial Management for Profit.

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You Have a Website—Now What?

SEO is the active practice of optimizing a web site by improving internal and external aspects in order to increase the traffic the site receives from search engines. Optimizing a web site for search engines can require looking at so many unique elements. In this class, you will learn some essential SEO tips and tricks to get started down an optimistic web presence path.

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<td>Wed</td>
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Career Training

Career Assessments: What’s Your Best Career Path? 

This assessment clarifies and determines your skills set so that future employment choices will really fit you. It is tailored to your strengths and abilities. It will highlight training options you have available to you like apprenticeships, hands-on, college or even volunteer opportunities. You will discover what resources are available to you and create a tailored plan to reach your ideal future. Assessment test must be completed prior to the start of class.
Instructor: Jody Johnson

| Mon 9 am-Noon | 1 session | Apr 29 | WTC | $190 |
| Thu 9 am-Noon | 1 session | May 9  | WTC | $190 |
| Thu 9 am-Noon | 1 session | Jun 20 | WTC | $190 |

Career Assessments for High School Students

This career assessment class will help you clarify and determine your skill set for your ideal occupation. It is tailored to your strengths and abilities. It will highlight options you have available to you like apprenticeships, hands-on learning, college, current job openings and even volunteer opportunities. Discover what resources are available to you and will help create a tailored plan to reach your ideal future. An assessment test will be completed prior to the start of class.
Instructor: Jody Johnson

| Tue 1 pm-4 pm | 1 session | Jul 23 | WTC | $190 |
| Thu 9 am-Noon | 1 session | Aug 1  | WTC | $190 |

Resume Building from Dependable Strengths

This class follows the Finding your Strengths or the Dependable Strengths for Life class. In this class, you will use Dependable Strengths to create an interesting and unique cover letter and resume. We will also discuss LinkedIn profiles and marketing techniques for finding work in this economy.
Instructor: Jody Johnson

| Thu 9 am-Noon | 1 session | May 2  | WTC | $79 |
| Thu 9 am-Noon | 1 session | May 23 | WTC | $79 |

Resume Writing: Get the Attention You Need to Succeed

One of the most important steps in the job search process is writing a solid resume that gets the attention you want and need. Many job seekers get overwhelmed before they even get started. In today’s market, resumes have to appeal to potential employers while also being optimized for electronic selection. Whether you are providing a resume in person or emailing an electronic copy, the words you use and the formatting you choose will make a big difference in whether or not you get that interview. In addition to helping you determine what information should be included, you will learn about the pitfalls to avoid when creating this powerful job search tool.
Instructor: Kathy Albin

| T & Th 6 pm-8 pm | 2 sessions | May 28 – May 30 | WTC | $65 |

Career Readiness Workshop: How Ready Am I, Really?

This is a hands-on course that targets your strengths and will create a design for your future. Through this course, you explore your values, interests, and strengths and discover how to make those skills employable. This class will also increase your self-esteem and will develop your goal setting skills.
Instructor: Sandy Christian

| M & T 9 am-3 pm | 2 sessions | Apr 15 – Apr 16 | WTC | $199 |
| M & T 9 am-3 pm | 2 sessions | May 13 – May 14 | WTC | $199 |
**Now You're Ready for a New Adventure…**

**Learn your strengths and how to market them!**

Ready to figure out what makes you happy? Ready to shine and enjoy your life? This class will give you insight into what makes you unique, what excellence you hold and what you can offer to employers, teams, and in business. Learn new strategies for marketing, networking, and interviewing. Through interactive experiences, you will create a report that you can use in resumes, networking or in advancing your skills.

**Instructor:** Sandy Christian

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<td>Th &amp; F 9 am-3 pm</td>
<td>Apr 18 – Apr 19</td>
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<td>M &amp; T 9 am-3 pm</td>
<td>May 20 – May 21</td>
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**Dependable Strengths for Life: What's My Purpose at this Stage of My Life?**

Looking for insight into what strengths and gifts you already possess and have used over your lifetime? Wondering what to do next? Come discover how to best partner with others to use these skills, talents, abilities, and strengths in ways you can only imagine. A focus on your strengths can increase enjoyment in life and reduces burn-out as you seek to make a difference.

**Instructor:** Sandy Christian

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<td>M &amp; T 8 am-4:30 pm</td>
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**Dependable Strengths for Educators**

In this engaging, two day workshop, you will learn the Dependable Strengths Process as research at the University of Washington College of Education. This is the most effective method known for identifying student strengths, building self-esteem, promoting mutual respect, uncovering individual excellence and improving school success. This process has been a key component of counseling, special needs, and alternative education services. This counts as 14 CEU clock hours.

**Instructor:** Sandy Christian

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**Skills to Succeed in the Workplace: Soft Skills Explored**

Being successful at work is based on more than just your work performance. A large part of your success at work requires effective communication and other soft skills. Surveys of employers show that the greatest deficiencies among new applicants to the workforce are not in their technical or “hard skills,” but rather their interpersonal abilities and personal qualities called “soft skills.” Topics of time management, enthusiasm and attitude, teamwork, customer service skills, professionalism, problem-solving skills, and conflict resolution will be explored in this class.

**Instructor:** Kathy Albin

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**The Job Search: Online Search, Online Application Tips and Interview Skills**

Your skills and expertise are only as strong as your ability to sell them. This course will explore ideas on how to present yourself as an attractive potential employee when applying for a job. Topics will include: getting started in your job search, preparation of application tips, exploring networking opportunities, and how to prepare and excel in interviews. By the end of the course, you will be equipped to make a lasting impression on hiring managers and others throughout your job search.

**Instructor:** Kathy Albin

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**Master Interview Skills for Individuals with Employment Barriers**

Nearly a third of the adult working-age population has an arrest and/or criminal conviction record. Many of these individuals simply do not know how to address the heart-wrenching questions they will inevitably encounter from “due-diligent” hiring managers. For previously incarcerated job seekers, this online course is a lifeline. It will address the most crucial components of the interview process; preparation, attitude, skills language, evidence of rehabilitation, and offers a practical framework for persuading skeptical employers. Regardless of their previous level of related experience, students will learn how to ace the “deal-breaker” question, “why should I hire someone convicted of a felony?”

**Instructor:** Louis Napoleon

Online- Enroll anytime | $299

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**Legal Studies**

**Legal Office Administration**

Improve productivity within the legal office by obtaining effective tools that promote a smoother operation. Get a better understanding of the importance of competency, confidentiality, and the administration of ethics in a legal office environment.

**Online** | Jun 3 - Jun 28 | $245

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**Paralegal Certificate Course**

This intensive, nationally acclaimed program, offered through our partner, The Center for Legal Studies, is designed for beginning as well as advanced legal workers. Students will be trained to interview witnesses, investigate complex fact patterns, research the law, prepare legal documents, and assist in preparing cases for courtroom litigation.

**Online or correspondence courses available. Books are extra.**

**Online** New sessions starting every month. | $1,395

**Advanced Paralegal Certificate Course**

Advanced topics build upon the nationally acclaimed Paralegal Certificate Course®, including advanced legal research, alternative dispute resolution (mediation), bankruptcy law, business law, criminal procedure, estate planning, intellectual property, and more. Participants successfully completing at least six of the advanced topics are awarded a Certificate of completion. Prerequisite: Paralegal Certificate Course®. Books extra.

**Online** New sessions starting every month. | $2,100

**Victim Advocacy Certificate Course**

Course topics include legal terminology, legal process, legislation regarding victims’ rights, jurisdiction, and venue, ethics, effects of victimization on the victim, victim advocate skills, guardianships, and crisis intervention. It also covers counseling skills for victims of assault, battery, robbery, domestic violence, sexual assault, child abuse, murder and homicide. Online, or correspondence courses available. Books extra.

**Online** New sessions starting every month. | $729
Computers & Technology

Basic Computer Skills

Overcome Computer Anxiety: Bit by Bit! 
This Computer Basics course is designed specifically for those who are completely new to computers. The goal is to provide general, beginning skills for Windows PC’s and Microsoft Word. The lessons will include physical components of the computer, introduction to basic vocabulary and terminology related to computers and word processing, Microsoft Windows navigation, Microsoft Word basic commands, introduction to the internet, and basic web searches. This is a slow-paced, hands-on way to explore and feel more comfortable with basic technology.
Instructor: Kathy Albin
T & Th 6 pm-8:30 pm May 14 – May 16
2 sessions WTC $119

Mastering Computer Skills for the Workplace
Master the most common skills to succeed in the workplace including the ability to create, edit, and manage presentations in MS PowerPoint, documents in MS Word, email and calendars in MS Outlook, and spreadsheets in MS Excel.
Instructor: Kathy Albin
T & Th 6 pm-8 pm Jun 11 – Jun 20
4 sessions WTC $119

Microsoft Excel Level 1
Microsoft Excel 2016 Level 1 provides thorough introductory training of Excel 2016. This course covers beginning-level skills and is ideal for the newer computer user who wants to become well versed in Excel. Topics include the ribbon interface; entering and editing data; selecting cells and ranges; printing worksheets; creating formulas and functions; formatting cell contents; inserting and deleting columns, rows, and cells; charts; and more.
Instructor: Kathy Albin
M & W 6 pm-8:30 pm Apr 29 – May 15
6 sessions WTC $199

Microsoft Excel Level 2
Microsoft Excel Level 2 provides thorough intermediate training of Excel 2016. Topics include advanced workbook formatting, date functions and conditional formatting, advanced functions for text and analysis, and lookup functions and outlines. Course fee includes printed textbook with ebook.
Instructor: Wayne Cardwell
M & W 6 pm-8:30 pm May 29 – Jun 17
6 sessions WTC $199

Microsoft Outlook
This class is designed for those who are new to Microsoft Outlook. We will explore the program and all of the essential skills; working with email, creating, sorting and editing contacts, folders, calendars, notes and tasks. A key feature is the online web simulations that provide hands-on experience with Outlook key command.
Instructor: Kathy Albin
T & Th 6 pm-8 pm Jun 11 – Jun 20
4 sessions WTC $119

Microsoft Application
Certificate in Mastering Excel
Discover how various menu items, commands, settings and processes affects the look of your Excel worksheets and workbooks.
Online Jun 3 - Aug 30 $495

Certifications/CompTIA

A+, Network+, CCNA
This course prepares students to take the CompTIA A+ 220-801, 220-802, N10-006: Network+, and Cisco CCNA 200-120 certification exams.
Online Start anytime $2,995

Enroll online at www.workforcetraining.nic.edu or call (208) 769-3333
### Computer-Aided Design (CAD)

**AutoCAD 1-Basic 2D**  
Learn the basic 2D features of the latest versions of AutoCAD. This introductory course covers drawing setup, basic construction and editing tools, layer management, object properties, basic annotation with text and dimensions, and an introduction to layouts and plotting.

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**AutoCAD 2-Advanced 2D**  
Learn the advanced 2D features of the latest versions of AutoCAD. This course covers paper space detailing, multiple layout setups, advanced dimension techniques, blocks and symbol libraries, tables and schedules, attributes, dynamic blocks and parameters, and external references.

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### Data Analysis and Research

**Certificate in Data Analysis**  
Whether your business is home-based or a large company, this certificate will take you to the next level where important decision-making is concerned.

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### Programming and Networking

**Coding Certificate**  
Coding has become a core skill that bolsters one’s chances of becoming a higher value to organizations. Begin by getting introduced to the basics of computer programming and various programming languages. Then go to the next level and acquire all the basics of HTML and CSS.

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**Web Design and Development**

**Certificate in Web Design**  
Understanding what it takes to produce effective web design is essential in today’s market of highly saturated digital competition. Discover the basics of web design using HTML and CSS. No prior knowledge of HTML or web design is required.

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**Graphic Design Software Essentials Certificate**  
The Adobe software tools are the leading software for graphic design. Use Illustrator to draw shapes and design logos, flyers, posters, banners, business cards or any other vector graphics for print or web. InDesign allows you to create simple to complex multi-page documents such as brochures, books, and magazines. Use Adobe Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital artwork.

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**Customized Training**

*Building and maintaining a highly-skilled and productive workforce through customized training. Call (208) 769-3222 to see how we can build a training program for your business.*

[North Idaho College Workforce Training](www.nic.edu/wtc)

**Integrating Education With Industry.**
INDUSTRY & TRADES

Journeyman Continuing Education

Grounding and Bonding
Topics include the purpose of grounding and its operations, system grounding versus circuit grounding, the location of grounding connections, enclosure grounding, equipment grounding, methods of grounding, and bonding of services and transformers. This class meets the 8-hour requirement for Code Related CE Credits for journeymen.

Instructor: Charles Williams
M & T 5 pm-9 pm Apr 22 – Apr 23
2 sessions WTC $129

Introduction to Programmable Logic Controllers
Few technological advances have impacted the electrical trade as dramatically as Programmable Logic Controllers (PLC's). Topics include the basics of PLC's and the evolution of these devices in electrical installations. This class meets the 8 hours of Industry Related Journeyman Continuing Education credits.

Instructor: Charles Williams
M & T 5 pm-9 pm May 13 – May 14
2 sessions WTC $89

Welding

Welding Craft Basics
Learn fundamentals of metalworking while creating a simple, yet elegant, sculpture. Explore metal separation and joining processes. Cut and weld a project that you'll be proud of. This class will focus on oxy-fuel setup and safety and wire feed welding. Clear safety glasses are required for the first class session and at all times in the lab. Required personal protective clothing will be discussed at the first session.

Instructor: Colleen Ward
T & Th 6 pm-9 pm Apr 16 – May 2
6 sessions NIC Parker Technical Education Ctr. $399

T & Th 6 pm-9 pm Jun 11 – Jun 27
6 sessions NIC Parker Technical Education Ctr. $399

Basic T.I.G. Welding
This course is designed to teach the basic skills Gas Tungsten Arc Welding. You will learn the principle set-up of T.I.G. welding equipment, proper tungsten selection, and shielding gases for this welding process, as well as the correct welding parameters for the material/thickness to be welded. You will also be taught how to weld using the 1G, 2G, 3G positions to make weld joints, butt, lap, tee, edge, and corner joints using cold rolled sheet metal. This course is designed for Beginner TIG welders.

Instructor: Jeremy Dodge
M-F 5:30 pm-8:30 pm Apr 22 – May 3
10 sessions NIC Parker Technical Education Ctr. $579

Aluminum T.I.G. Welding
This course is designed to teach the skills of Gas Tungsten Arc Welding. You will learn the principle set-up of T.I.G. welding equipment, proper tungsten selection, and shielding gases, and the correct parameters for the material thickness to be welded. You will also be taught how to weld using the 1G, 2G, 3G positions to make weld joints, butt, lap, tee, edge, and corner joints using 4140 1/8" aluminum plate. This course is designed for intermediate welders.

Instructor: Jeremy Dodge
M-F 5 pm-9 pm May 13 – May 24
10 sessions NIC Parker Technical Education Ctr. $629

"A lot of fun! Excellent starter course. The instructor gave us good instructions and was very helpful in answering questions."
— Jerry Gooren, Welding Craft Basics
S.M.A.W. Pipe Welding #1
This 80-hour course is tailor made to serve the local industry for those that need these skills to perform work on boilers, steam lines, and hydronic systems or any individuals that work with high-pressure piping systems. All welding will be performed on 6” schedule 40 carbon steel pipe, in the 2G, 5G, and 6G positions. Students will be taught to weld in the uphill welding progression, using E6010SP+ electrode for root and hot passes, and E7018 electrode for the fill and cap. Electrode size to be used will be 3/32” and 1/8”.
Instructor: Jeremy Dodge
M-F 5 pm-9 pm Jun 3 – Jun 28
20 sessions NIC Parker Technical Education Ctr. $1,499

S.M.A.W. Pipe Welding #2
This 80-hour course is targeted to oil and gas industry welders or for that individual that wants to add to their skillset. Students will be instructed and trained to pass stringent pipe certification. All welding will be performed on 6” schedule 40 carbon steel pipe, in the 2G, 5G, and 6G positions. You will be taught to weld in the downhill welding progression, using E6010 electrode for root and hot passes, and E7010 for fill and capping. You will be ready for certification testing after this class.
Instructor: Jeremy Dodge
M-F 4:30 pm-8:30 pm Jul 8 – Aug 2
20 sessions NIC Parker Technical Education Ctr. $1,499

Safety
Flagger Certification
Start your career in traffic control by earning your Flagger Certification card now. This course meets the Idaho Transportation Department requirements and is accepted in Washington, Montana, and Oregon. Flagger certification is valid for three years and minimum age required is 18 years.
Instructor: Kathy Cardwell
Fri 9 am-4 pm Apr 19
1 session WTC $79
Fri 9 am-4 pm May 17
1 session NIC Sandpoint Ctr. $79
M & W 6 pm-9 pm Jun 24 – Jun 26
2 sessions WTC $79

Forklift Operator Certification
Comply with the latest OSHA 29 CFR 1910.178 training requirements and earn forklift certification required for warehouse and other jobs.
Instructor: Dalena Tripplet
Fri 8 am-Noon Apr 29
1 session NIC Parker Technical Education Ctr. $129
Fri 8 am-Noon May 24
1 session NIC Parker Technical Education Ctr. $99
Fri 8 am-Noon Aug 9
1 session NIC Parker Technical Education Ctr. $99

OSHA 10-Hour Construction Industry
This 10-hour course provides entry-level construction worker general awareness in recognizing and preventing hazards on a construction site. Following successful completion of this course, participants receive an OSHA Construction Industry Safety and Health 10-hour card.
Instructor: Dalena Tripplet
Fri & Sa 8:30 am-2:30 pm Jun 28 – Jun 29
2 sessions WTC $129

OSHA 10-Hour General Industry
This 10-hour course is intended to provide the entry-level worker general awareness in recognizing and preventing hazards in a general industry setting. Upon successful completion of this course participants will receive an OSHA General Industry Safety and Health 10-hour card.
Instructor: Dalena Tripplet
Fri & Sa 8:30 am-2:30 pm Jul 19 – Jul 20
2 sessions WTC $129

Mine Safety
New Miner Training
These courses prepare new miners and contractors for safety and health hazards involved in surface and/or underground mining and meet U.S. Department of Labor Mine Safety and Health Administration (MSHA) 30 CFR Parts 46 and 48 requirements. Upon successful completion of the course, a 5000-23 Certificate of Training will be issued.

Underground Part 48
Instructor: Jason James
M/T/W/Th 8 am-5 pm Apr 15 – Apr 18
4 sessions WTC $400
M/T/W/Th 8 am-5 pm May 6 – May 9
4 sessions WTC $400
M/T/W/Th 8 am-5 pm Jun 10 – Jun 13
4 sessions WTC $400
M/T/W/Th 8 am-5 pm Jul 8 – Jul 11
4 sessions WTC $400

Surface Part 46/48
Instructor: Jason James
M/T/W 8 am-5 pm Apr 15 – Apr 17
4 sessions WTC $300
M/T/W 8 am-5 pm May 6 – May 8
4 sessions WTC $300
M/T/W 8 am-5 pm Jun 10 – Jun 12
4 sessions WTC $300
M/T/W 8 am-5 pm Jul 8 – Jul 10
4 sessions WTC $300

Annual Refresher Training
This one-day class will refresh experienced miners and contractors in safety and health hazards involved in surface or underground mining. These courses meet U.S. Department of Labor Mine Safety and Health Administration (MSHA) 30 CFR Parts 46 and 48 requirements for Annual Refresher Training and are designed for the experienced miner who has a current 5000-23 Certificate of Training.
* Classes may go beyond 5pm to ensure all required topics are covered

Surface Refresher Part 46/48
Instructor: Jason James
Mon 8 am-5 pm Apr 29
1 session WTC $80
Mon 8 am-5 pm Jul 22
1 session WTC $80

Underground Refresher Part 48
Instructor: Jason James
Mon 8 am-5 pm Jun 3
1 session NIC Silver Valley Ctr. $80
UNEMPLOYED OR UNDER-EMPLOYED?

We can help.

The Qualified Worker Retraining Program/WIOA Adult Services is designed to help you gain the skills you need to succeed in the workforce.

- Job preparation skills
- Resume/Interview
- Skill and interest assessments
- Occupational skills training
- Internships/On-the-job Training
- Apprenticeship opportunities

Are you:
- Age 18 or older
- A U.S. citizen or authorized to work in the U.S.
- An Idaho resident (5 northern counties)
- Unemployed, or under-employed
- Low Income
- Seeking full-time employment

The WIOA-Qualified Worker Retraining Program might be right for you! To find out, contact us at (208) 666-8012, or www.nic.edu/workforcetraining

Enroll online at www.workforcetraining.nic.edu or call (208) 769-3333
Maps to NIC/WTC

Map to the NIC Workforce Training and Community Education Center
525 S. Clearwater Loop, Post Falls
(208) 769-3333 www.workforcetraining.nic.edu

From I-90 Westbound:
Take the Pleasant View Rd. (Exit 2) exit. Turn south on Pleasant View Rd. to Riverbend Blvd., turn right. Go to Clearwater Loop (on your left). Turn left into the Riverbend Commerce Park and proceed to 525 S. Clearwater Loop. Free parking.

From I-90 Eastbound:
Take the Beck Rd. (Exit 1) exit. Turn left on W. Pointe Pkwy. to Riverbend Blvd., turn left. Go to Clearwater Loop (on your right). Turn right into the Riverbend Commerce Park and proceed to 525 Clearwater Loop. Free parking.

Map to the NIC Coeur d’Alene Campus
1000 West Garden Ave., Coeur d’Alene
(208) 769-3300 www.nic.edu

North Idaho College Locations

NIC Workforce Training and Community Education Center (WTC)
525 S. Clearwater Loop, Post Falls
(208) 769-3333 www.workforcetraining.nic.edu

NIC Coeur d’Alene Campus
1000 West Garden Avenue, Coeur d’Alene
(208) 769-3300 www.nic.edu

NIC at Sandpoint
102 South Euclid Street, Sandpoint
(208) 263-4594 www.nic.edu/sandpoint

NIC Silver Valley Center
323 Main Street, Kellogg
(208) 783-1254 www.nic.edu/silvervalley

NIC Bonners Ferry Center
6791 Main Street, Ste. B, Bonners Ferry
(208) 267-3878 www.nic.edu/bonnersferry

NIC Parker Technical Education Center
7064 West Lancaster Road, Rathdrum
(208) 929-4040 www.nic.edu/tech

From I-90 East or West, take the Northwest Boulevard Exit (Exit 11) and go south on Northwest Boulevard. Entrances to the college exist at Hubbard Street, River Avenue, and Mullan Avenue. Mullan Avenue is accessible Labor Day to Memorial Day only. For a detailed map of the NIC Coeur d’Alene campus, go to www.nic.edu/maps.

For parking guidelines, go to www.nic.edu/parking.
In Person
North Idaho College
Workforce Training Center
525 West Clearwater Loop
Post Falls ID 83854
Coeur d’Alene Campus
(Lee Kildow Hall)
1000 West Garden Avenue
Coeur d’Alene ID 83814

Online
Register online at www.workforcetraining.nic.edu

Mail
North Idaho College
Workforce Training Center
525 West Clearwater Loop
Post Falls, ID 83854-9400

Phone & Fax
Phone: (208) 769.3333  • Fax: (208) 769.3223

CLOSURES: The Workforce Training Center will be closed and classes will NOT be held Jan. 21, Feb. 18, and May 27.
CLASS CANCELLATIONS: Courses are subject to cancellation if minimum enrollment is not met. If the Workforce Training Center cancels a class, you will be notified by telephone and/or email. Your registration fee will be fully refunded, or you can transfer to another class, or receive a voucher good for a future class.
REFUND PROCEDURE: North Idaho College values its students! The Workforce Training Center is committed to excellence by providing high-quality workforce development programs and leisure learning classes.
To withdraw your registration and receive a full refund, you must notify the Workforce Training Center office at least three full business days before the class starts. Your full registration fee can be refunded, transferred to another class, or you will be issued a voucher for a future class.
If you are enrolled in a course that is $150.00 or more, you may request a partial refund, transfer to another course or credit voucher if you are not satisfied after attending a maximum of eight hours of class or 2 sessions.
Credit vouchers will not be issued to students in a payment plan or utilizing loan funds. Credit vouchers must be used within one year and cannot be cashed in for a refund after issuance.
PARKING: The Workforce Training Center has over 200 free, well-lighted parking spaces.
SPECIAL ACCESS NEEDS: The Workforce Training Center is wheelchair accessible with convenient handicap parking.
NO OUT-OF-STATE TUITION: There is no additional charge for students who are not Idaho residents for classes offered through the Workforce Training Center.

North Idaho College is a tobacco-free campus. Thank you for your cooperation.

REQUEST FOR CONFIDENTIALITY
The NIC Workforce Training Center designates the following categories of student information as public or “Directory Information.” The following information may be disclosed by the institution for any purpose, at its discretion: student’s name, student’s address or phone number, dates of attendance, e-mail address, course schedule, or previous institutions attended. Currently enrolled students may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1947, as amended. To withhold disclosure, written notification must be received in the Workforce Training Center office. The North Idaho College Workforce Training Center assumes that failure on the part of any student to specifically request the withholding of categories of Directory Information indicates approval for disclosure.

Last Name ____________________________ First Name ____________________________ Middle ____________________________
Mailing/Street Address _________________________________________________________________
City ____________________________ State ____________________________ Zip Code ____________________________
Student Email ____________________________ Male ____________________________ Female ____________________________
Phone ____________________________ Date of Birth ____________________________

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Method of Payment: □ Credit/Debit Card □ Cash □ Check (make checks payable to NIC-WTC)
□ Visa □ Mastercard Card Number ___________ - ___________ - ___________ - ___________
Exp Date ___________ Signature ____________________________

Name as it Appears on Card: ____________________________
Card Billing Address: _________________________________________________________________

I authorize my employer to register me for classes and to make any changes to my class schedule as needed*.
_________________________ ____________________________ Date ____________________________

Employer’s Billing Information:
Name*: ____________________________ Email*: ____________________________

Enroll online at www.workforcetraining.nic.edu or call (208) 769-3333