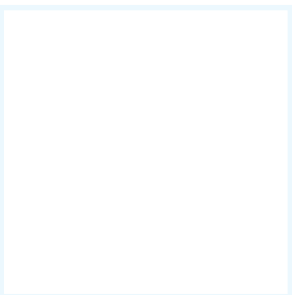
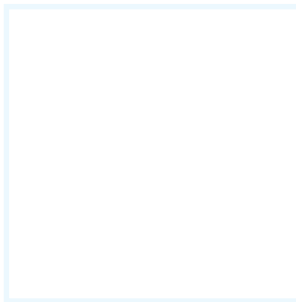




**BUSINESS & COMMUNITY  
EDUCATION**



**UPCOMING  
CLASSES**  
NORTH PLATTE COMMUNITY COLLEGE



**BUSINESS & COMMUNITY EDUCATION**  
**SEPTEMBER &  
OCTOBER 2017**

**I CAN** *AT MPCC*

**REGISTER TODAY!**

308-535-3678

[mpcc.edu/bce](http://mpcc.edu/bce)

WELCOME TO

# BUSINESS & COMMUNITY EDUCATION

Whether you want to take a class for fun, to improve your skills, unleash your creativity, or prepare for a new career, Business & Community Education at Mid-Plains Community College can help. We offer traditional classroom and online classes as well as certificate programs to meet your individual learning needs.

## LOCATION ABBREVIATIONS

**HASC** = Health & Science Center, 601 W State Farm Rd

**MB** = McDonald-Belton, 601 W State Farm Rd

**WW** = WW Wood, 1101 Halligan Drive

More information, class content, and demonstrations for all online classes and certificate programs are available at each site. If you have any questions about online classes, **Call us at 308-535-3678.**

## MPCC ONLINE TRAINING

[ed2go.com/cfe](http://ed2go.com/cfe)

MPCC offers online courses and career training programs through ed2go! Prepare for a new career, learn new skills, or help advance within your current occupation with industry-recognized certifications.

- **Web Design**
- **Accounting Fundamentals**
- **Health Information Management**
- **Personal Enrichment**
- **LSAT Preparation**
- **Resume Writing**
- **Great Writing**
- **Publishing**
- **Computer Networking**
- **Photography**
- **College Readiness**
- **Foreign Languages**
- **SAT Preparation**
- **Photoshop**
- **Introduction to Microsoft Office**
- **Mindfulness**
- **Mediation**

**And so much more!**



# ARTS & CRAFTS

## BUSINESS & COMMUNITY EDUCATION

### **NEW Barn Quilt Workshop**

**Saturday, September 9  
1 - 5 PM**

**Saturday, October 7  
1 - 5 PM**

Rose Mapel, MB, 131

Join the craze and paint a barn quilt that takes no artistic talent! There will be two different workshops offered. For more information, visit Barn Quilts by Rustic Milling & Craft llc Facebook page or call 308-535-3678 for more information.



### **NEW Broomstick Lace Hat**

**Mondays, September 11 - October 16  
6:30 - 8:30 PM**

Tonya Goff, \$35, MB, 107

A cabled brim on a broomstick lace hat adds texture and warmth to this project. Gauge will be checked, as it is important for this project. You will need to bring the following; Dk weight #3 light yarn; 168 yd., and E hook and a size 17 knitting needle. Bring a friend for a fun evening activity!

### **Bob Ross Painting - Scenic Solution**

**Saturday, September 16  
9 AM - 3 PM**

Sharon Rodeman, \$75 with supplies, \$40 without supplies, MB, 131

A pretty brown mountain looks down on a stream and waterfall with rocks. Surrounded by pine trees and fall colored bushes.

### **NEW Beginning Equine Drawing**

**Tuesdays, October 3 - 17  
6 - 8 PM**

Jeff Smeltzer, \$49, WW, 202

Learn how to replicate the beauty and movement of the horse. This will be done using the basic drawing fundamentals and techniques. You will need drawing pencils: 2H, 2B, 4B, 6B, charcoal pencil, colored pencils, Erasers: white hi-polymer, kneadable eraser, sketch pad at least 11"x14" in size. Ages 12 and older are welcome to take this course.

### **Bob Ross Painting - Mountain View**

**Saturday, October 14  
9 AM - 3 PM**

Sharon Rodeman, \$75 with supplies, \$40 without supplies, MB, 131

Done on a black canvas this beautiful painting with an oval top, leaves a black border for the snow-capped mountains and pretty blue lake surrounded by pine trees. A large old tree and grassy area extending on to the border, with an old fence complete the painting.



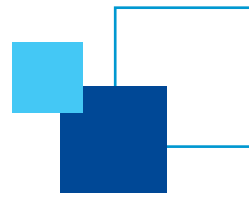
### **NEW Halloween Spooky Arrangement**

**Thursday, October 26  
6 - 8 PM**

Sarah Talbott, \$40, The Flower Market

In this hands on class, we will provide step by step instruction that will help you create a spooky Halloween floral décor item, great for your table or party. We will cover techniques and tips that can be later applied to any floral arranging. All materials, tools and supplies will be provided. Class will be held at The Flower Market, 510 N Dewey.

# BUSINESS & TECHNOLOGY



## BUSINESS & COMMUNITY EDUCATION

### Basic Computer Skills I

Monday, September 11 & 18  
6 - 8 PM

April Fager. \$29. WW. 104

This class is designed for individuals who have not used a computer before. Members of this class will learn how to turn on a computer, a monitor and the four basic functions of a mouse: Left click (select), Double left click (activate), Right click (options/menus), Click-Drag-Release (move to new location, select area). Within the class time the students will be given ample time to use the mouse and "play" with a program that helps them learn proper mouse handling and skills. This class will prepare the student to take the Basic Computer Skills II class, if after the class they practice, practice, practice on their own computer! Please pre-register by September 7th.



### Basic Computer Skills II

Monday, September 25 & October 2  
6 - 9 PM

April Fager. \$39. WW. 104

This course is designed to follow Basic Computer Skills I. Students should have minimal experience working with computers or have taken Basic Computer Skills. The class will take a brief look at Windows, Word, Excel, and exploring the Internet. Please pre-register by September 21st.



### Beginning Interchangeable Lens Camera

Monday, October 2 & 9  
5:30 - 7:00 PM,

The Camera Doctor. \$79. MB. 145

Are your once in a lifetime photos, (family, sports, vacation, kids, etc) being missed because you have a great camera but do not know how to use it? Is this the year you really want to take great pictures? Then this class is for you! Instructor Alan Mais, The Camera Doctor, will help you learn how to get the pictures you want, while teaching you in "layman's terms" the hands-on operation of your camera! Pre-registration with payment is required before attending class. You must cancel 48 hours prior to class to receive full refund.

### **NEW** Intro to Sports Photography

Monday, October 2  
7:30 - 9 PM

The Camera Doctor. \$39. MB. 145

Whether it is a football game, a volleyball game, a basketball game or a wrestling match, you will learn the basic skills to capture these moments as they happen. Alan will get you comfortable enough with your equipment that you will no longer rely on "automatic" or the "little man running" setting to shoot these games. You will have the knowledge and technical skill to shoot with your camera and capture these once in a lifetime moments. Pre-registration with payment is required before attending class. You must cancel 48 hours prior to class to receive full refund.



## Beyond the Kit Lens, Choosing Your Next Lens

Monday, October 9  
7:30 – 9 PM

The Camera Doctor, \$39, MB, 145

Whether it be Portrait, Sports, Nature or a lens that you can use for all occasions your camera can only take as good of pictures as your lens will allow. In this class we will cover lens options and how to select the best one for your memories. Bringing your camera to this session is highly recommended. Pre-registration with payment is required before attending class. You must cancel 48 hours prior to class to receive full refund.



## **NEW** Women Learning to Lead Fearlessly

Friday, October 13 & 20  
8:30 – 10:30 AM

Laurie Hock, \$79, WW, 204

Imagine it. You. Leading. Fearlessly. It's possible. We all lead. Some lead a team, some a business, some a family. We all lead ourselves. Often times what we believe about leading leaves us with an incomplete perspective and unattainable standards. In this course, we will interactively identify the myths and misconceptions of being a leader that cause women to struggle with self-confidence and empower fear in their lives. This experience will position you to expand how you see yourself, overcome what limits your potential, and develop the leader within you to be fearless, no matter your circumstances! Please pre-register and visit [www.lauriehock.com](http://www.lauriehock.com) to learn more about Laurie Hock, your course instructor!

## Social Media for Business: Strategies to Create Your Social Media Plan.

Monday, October 23  
5:00 - 8:00 PM

Lesli Torres-Abreu, \$25, WW, 104

Do you have a social media plan? Social media can be a powerful tool for brands and businesses and creating an effective social media plan can be the key to success. This class will go over strategies to use in creating a tailored plan that works for your business from focusing on the right social media platforms for your business to ways to engage your customers.

## Sales & Use Tax Seminar

Wednesday, October 25  
8:30 AM – 12 PM

Steve Drzaic, Free, WW, 202

This course covers the basics of Nebraska sales and use tax. Sales tax affects everyone! If you are a business owner, or are considering starting your own business, this information is a must for you and your bookkeeper. The topics discussed will not only benefit professionals; the general public can learn how sales tax affects them every day. The presentation covers all areas of sales and use tax, including licensing requirements, exemptions, reporting, and taxable services. There will be plenty of time for questions and answers. Four hours of CPE Credit is available.

## Construction Contractors Seminar

Wednesday, October 25  
1 - 4 PM

Steve Drzaic, Free, WW, 202

This course covers Nebraska sales and use tax as it applies to construction contractors. You will benefit from this course if you perform construction services or handle bookkeeping for contractors. If you ever need to hire a contractor, this course will explain to customers what forms need to be completed and how the invoice they receive should look. The presentation will cover licensing requirements, contractor registration, contractor options, exemptions, reporting, and taxable services. Three hours of CPE credit is available.



## Social Media for Business II: Strategies to Create Your Social Media Plan

Monday, October 30  
5:00 - 8:00 PM

Lesli Torres-Abreu, \$25, WW, 104

This class will dive deeper into creating a Social Media Plan based on the techniques and principles applied from the Social Media Strategies class. Goal of this class is to help businesses create a successful model that can be implemented effectively.

# LIFESTYLE



## BUSINESS & COMMUNITY EDUCATION

### **Spanish for the Workplace**

**Mondays, September 11 – October 23**  
**6:30 - 8:30 PM**

Aida Ullrich, \$49, WW, 204

This program is intended for non-Spanish-speaking persons who may work with Spanish-speaking persons. It was designed to prepare non-Spanish-speaking supervisors and employees to use Spanish to enhance their ability to interact with Spanish-speakers. No prior knowledge of Spanish necessary. Class fee does not include the required textbook. Please pre-register by Sept. 4!

### **Planning a Funeral**

**Tuesday, September 12 & 19**  
**7-9 PM**

Deb Burkle, \$15, MB, 107

Have you planned a wedding, special birthday or anniversary? Normally you have started planning at least a year in advance. A funeral costs almost as much as the previous mentioned celebrations, but you only have a few days to plan and get everything in order. This class will provide you with information and resources so you have time to think and maybe plan ahead so your loved ones know exactly what you want. During the second class session, we will tour a Funeral Home. There will be no selling involved, just providing information and resources to you.



### **Writing Your Story**

**Wednesdays, September 13 – October 18**  
**7 – 8:30 PM**

Dennis Burkle, \$39, MB

Developing ideas and learning techniques to use to write about memories of your life. What are the personal

stories you would like to share with your children and your grandchildren? This course walks you step-by-step through the process of writing your life story. It's fun. It's exciting. It's a story only you can tell.



### **NEW Working through Grief with Equine Group Therapy**

**Friday, September 15**  
**2 - 4 PM**

Jeanie Shimmin, LIMHP, \$29, TBA

Equine therapy is new to this area and can provide many opportunities. By attending an equine therapy session, clients can partner with a horse in a supportive, non-confrontational way to foster healing. Through equine therapy the client may find it easier to let go of their grief and move forward to the next chapter of their lives.

### **NEW Grow Your Influence**

**Tuesday, September 19 & 26**  
**6:30 - 9 PM**

Andrea Wenburg, \$89, WW, 202

Learn how to influence others' decisions without being manipulative or demanding. Andrea will share research-based, practical tips and tricks for teaching information in a way that will stick with your audience (one person or a room full of people). Discover others-centered, strategic ways to build a reputation that highlights who you are as someone others want to come to for advise. Learn the importance of boundaries and healthy relational interactions as a person of influence. Get personalized, practical advise about specific situations you want

to address. This class is a great continuation from UNFROZEN: Emotional Mastery or can be a stand-alone course.



### **CPR/First Aid for the Layperson**

**Monday & Tuesday, September 25 & 26  
6 - 9 PM**

**Wednesday & Thursday, October 11 & 12  
6 - 9 PM**

Lori Webster, \$65, HASC, 114

The CPR part of this class is a hands-on approach to an emergency, focusing on the skills needed to respond to a patient that is not breathing. Included in this training is first aid for choking. The first aid part of the class also contains information on how to manage illness and injuries in the first few minutes of an emergency until professional help arrives. This class can be offered at other times and can be delivered to individual organizations and businesses. Call 308-535-3614 for details.



### **Professional Grant Development and Writing Workshop**

**Saturday, September 30  
9 am - 4 pm**

Bonnie Kruse, \$65, WW, 202

This comprehensive workshop covers the diversity of donors, key search engines, and converting ideas into fundable projects. After the workshop, participants will

understand how to locate grants, identify the critical sections of successful proposals, and demonstrate the commitment and innovation that propels their proposals beyond other submissions. Participants will also understand the diversity of the funding community and how to respond to various funding agency guidelines. The training addresses the overall strategic plan for writing grants, including: needs statement, mission, goals, objectives, activities, evaluation, key personnel, and budgets. The instructor will engage participants in interactive exercises, writing, and discussions to better understand how to research, write, and develop specific projects.

### **Stewards of Children Training**

**Monday, October 2  
6 - 9 PM**

Matt Fosket, \$25, MB, 124

Darkness to Light's Stewards of Children is a revolutionary sexual abuse prevention training program that educates adults to prevent, recognize, and react responsibly to child sexual abuse. This course will expand on the Stewards of Children curriculum with information on why relationships and resilience are the building blocks of safety for children. Participants will learn how to talk about personal safety with children of all ages, as well as how to use everyday opportunities to talk with children about sexual abuse. The program is designed for organizations that serve youth and recognizes that adults are responsible for the safety of children.

### **NEW 48 Days to the Work You Love**

**Thursdays, October 5 - Nov 9  
6:30 - 9 PM**

Mary Lawson, \$99, MB

Discover your natural skills and abilities, your unique personality traits, blend those with your dreams and passions to find work that you love. You will develop a personal mission statement that will streamline your goals and objectives in the current work force. Class fee includes six instructor led sessions plus the 48 Days to the Work You Love: Application Guide.

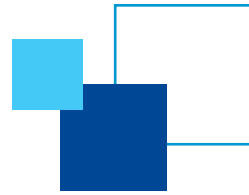
### **NEW Mindful Stress Management**

**Thursday, October 26  
6:30 - 7:30 PM**

Jamie Peters, \$19, WW, 202

Techniques and tools for dealing with stress and frustration. Holistic wellness and employee wellness will be discussed and assistance in creating a plan for your particular needs.

# RECREATION



## BUSINESS & COMMUNITY EDUCATION

### **Women's Weight Class**

**Fridays, September 8 – October 20**  
**4 – 6 PM**

Camden Grasmick, \$45, MB, Weight Room

This class is designed only for women. Each student will receive a customized workout routine fit to their individual weight loss and exercise needs. Created by a certified trainer and strength and conditioning coach. Feel comfortable working out in a weight room only open to this class.



### **Hair Braiding**

**Tuesday, September 12**  
**5 - 7 PM**

**Tuesday, October 10**  
**5 - 7 PM**

Robin Brown, \$15, Joseph's College of Beauty

This one-evening class will feature the following braids: French, Corn Row, Fishtail, and Rope braids. The class size is limited and interested persons must pre-register. The class meets at Joseph's College of Beauty.

### **Moving to the Oldies/Off the Couch - On your Feet Fitness Class**

**Tuesdays, September 12 – October 24**  
**6:30 - 8 PM**

Ron Skiles, \$25, WW, Student Lounge

This fitness class will feature some line dancing and other rhythm activities, as well as exercises that will be fun and enjoyable. No partner is needed. We will be moving to the "Good Old Songs." Students should dress casually. There will be no class on Oct. 3rd. Please pre-register.



### **NEW Beginning Guitar**

**Wednesdays, September 13 – October 18**  
**6:30 - 8 PM**

Stan Mumm, \$35, MB, 145

Students will learn how to tune the guitar, how to play several basic chords, and how to play rhythm guitar on various songs. Students are required to have a guitar and Mel Bay's Fun with the Guitar book for the class. The book is available at your local music store or on line. It is not necessary to buy the CD and the book. The class is open to adults and to students junior high age and older.

### **NEW Fly Fishing Basics**

**Saturday, October 7**  
**9 - 11 am**

Kert McKeone, \$15, Iron Horse Park, SE Corner of I-80

Get a good foundation for all of your future fly fishing with this hands-on class. This class will cover tackle, equipment, knots and flies. There will also be an introduction to fly casting.





This test prep class will help students prepare for and improve their past performance on the ACT exam. The instructor, Brenda Petersen, will share her proven methods that utilize a triangulated approach including diagnostic assessments, practice tests, linked skill review, and test-taking strategies. She will also draw on insights and practices from brain function and psychology as a way of helping students achieve a favorable mental outlook on the tests, and a complete understanding of the test design, which both assist in diminishing test anxiety. In addition, Brenda has attended multiple trainings and seminars that demonstrated updated methods for test taking and a better understanding of the psychology behind the ACT test design.

# ACT TEST



# PREP

## Class Topics Include:

- Introducing the ACT - Parents welcome
- ACT - Intro to the English Test and Primary Skill Training
- ACT - Intro to the Reading Test and Primary Skill Training
- ACT - Intro to the Science Test and Primary Skill Training
- ACT - Intro to the Math Test and Primary Skill Training
- ACT - English 2/ Rhetoric Style Questions
- ACT - Math 2/Vocabulary and Word Problem Strategy
- ACT - Reading 2 - Specific Style Questions and Strategies
- ACT - Science 2 - Reading and Comparison Questions

**Sundays, September 10 - October 22 | 2- 5 pm**

MPCC McDonald-Belton Campus | \$325 per STUDENT includes materials



# Create a Canvas

**BUSINESS & COMMUNITY EDUCATION**

## Antique Window Painting

September 6th - Holly Carlini

## Patchwork Nebraska

September 11th - Brittany McDaniel

## Barn

October 4th - Pam Cullen

## Girl Walking in the Rain

October 18th - Pam Cullen

**6 - 8 PM FOR ALL CLASSES**

**\$35 / CLASS**  
FOR CUAC MEMBERS

**\$40 / CLASS**  
FOR NON-MEMBERS

ALL CLASSES WILL BE HELD AT

## THE PRAIRIE ARTS CENTER

THE STUDIO LEVEL  
5TH AND JEFFERS



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## FINANCIAL ASSISTANCE GAP PROGRAM

INCOME BASED SCHOLARSHIPS TO BUILD YOUR CAREER

### WHAT IS THE GAP ASSISTANCE PROGRAM?

Funding for short-term training for in-demand jobs. **Gap makes education FREE.**

### ELIGIBILITY

Gap Tuition Assistance is based on several criteria: financial need, Nebraska resident, high school diploma or GED. To qualify you must meet the income criteria and be eligible to work in the United States.

### COVERAGE

You may receive full or partial assistance with direct training costs, including tuition, books and required fees and equipment. Funding is only available for one training program.

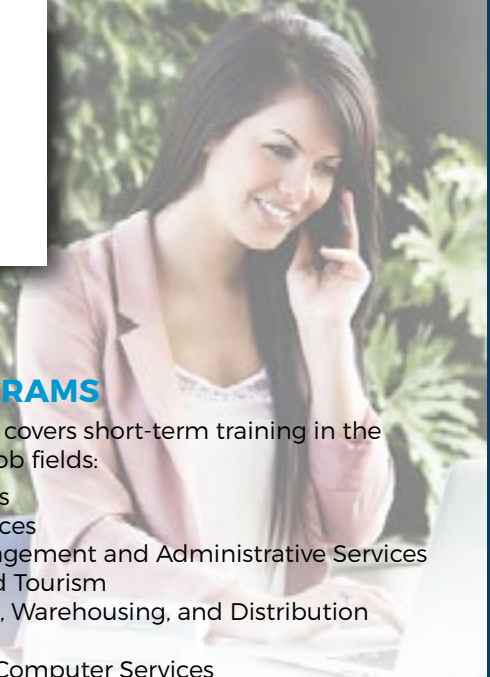
### TRAINING PROGRAMS

Gap Tuition Assistance covers short-term training in the following in-demand job fields:

- Health Services
- Financial Services
- Business Management and Administrative Services
- Hospitality and Tourism
- Transportation, Warehousing, and Distribution Logistics
- Software and Computer Services
- Building Construction
- Agriculture and Food Processing
- Renewable Energy

### SUPPORT

Meet with us to explore what career options are best for you. We will connect you with local resources and get the eligibility process started.



For more information, contact us at **308-345-8123** or [kirchers@mpcc.edu](mailto:kirchers@mpcc.edu)  
or visit [www.mpcc.edu/gap-assistance-program](http://www.mpcc.edu/gap-assistance-program)



Want to share your interests and talents with others?

## WE WANT YOU!

We're looking for Community Education instructors to share their interests in photography, arts, and crafts, painting, plants and gardening, fishing, traveling... **YOU NAME IT!** For more information or to simply discuss your ideas for a class, call 308-535-3678 or email [bcestaff@mpcc.edu](mailto:bcestaff@mpcc.edu) to visit about these opportunities.



### LET'S GET TOGETHER.

We have a class that's just right for YOU!  
And it's never been easier to contact us.

**Mid-Plains Community College**  
**Business & Community Education**

1101 Halligan Drive, North Platte NE, 69101



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and ask to be added to our mailing list.

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