

Day Trip Adventures

Explore



Local History and Bagnell Dam Historical Tour

Join authors Kent Vanlanduyt and Dan Peek for a Lake of the Ozarks history class. Then meet at Willmore Lodge for a luncheon and presentation before going to Bagnell Dam for a behind the scenes tour. A special thanks goes out to Ameren for allowing this event to take place.

Local History Class - 3/20, 6-8:00 p.m.
Bagnell Dam Tour - 3/23, 12-3:00 p.m.
Cost: \$45, includes history class, luncheon, Bagnell dam tour

Pioneer Trail Adventure

Independence, MO is home to a beautiful town square near two Civil War battlefields and the Harry S. Truman home. On this day trip you will visit a museum, enjoy a chuck wagon lunch at a renovated train depot. Then ride on a mule drawn, covered wagon for a historical tour of Independence. There is so much history to see and this covered wagon tour shows it all.

Pioneer Trail Adventure- 4/27, 8:00 a.m. to 5:00 p.m.
Cost: \$125, includes bus fare, entrance to National Frontier Trails Museum, lunch, and covered wagon tour.

Beekeeping for Beginners

Beekeeping can be an enjoyable and even profitable hobby. Hive management, beehive equipment and the components of the honeybee colony will be displayed and explained. An afternoon field experience will be available for those who are interested. Participants will have the opportunity to watch a live beehive inspection.

Date: 3/24 Cost: \$35
Time: 8-11:00 lunch on your own
12:00 to 2:00 p.m. field experience
Class location Eldon Career Center
Field experience location TBA



Spanish for Travelers

Planning a vacation or mission trip to a Spanish speaking country? Spanish for Travelers will prepare you to converse with a native Spanish speaker. Pronunciation is key in speaking Spanish fluently. Your instructor will begin with teaching you the alphabet, numbers, colors and how to tell time.

Instructor: Enrique Muruato
Dates: Tues & Fri for 4 weeks
2/27, 3/2, 3/6, 3/9, 3/13,
3/16, 3/20, 3/23
Time: 6-7:30 p.m. Cost: \$65





Gabe Branstetter, Coordinator
Adult & Community Ed.

Adult Education is an important part of our community. Each semester adults engage in classes and events. Some are looking for career training while others are curious about a topic and want a short term class.

At Eldon Career Center we offer a variety of classes to peek the interest of many. If you can't fit a class into your schedule you might find it available as an online course. Many students appreciate online classes because they can access the classroom at a time that is convenient for them.

Don't hesitate to contact our office with questions, 573-8060 ext. 1504.

Sewing For Beginners

Bring your portable sewing machine to class and learn the basics of sewing. Make a different project at each class session. Projects include pajama pants, capri pants, an apron and a pillow.

Instructor: Sheryl Evans

Date: 3/01, 3/08, 3/15, 3/22

Time: 7-8:30 p.m. Cost: \$35

Backyard Chickens

Get the information you need to be a successful chicken owner at this informative workshop. Discuss egg production, care for the animal, diseases and pests to watch for.

Instructor: Samantha Richardson

Date: 3/12 Time: 6-8:00 p.m.

Cost \$15

All About Herbs and Flowers

There are simple ways to incorporate herbs and flowers into daily life. We will discuss growing techniques and traditional medicinal benefits.

Instructor: Samantha Richardson

Date: 2/20 & 2/27 Time: 6-8:00 p.m.

Cost: \$29

Country Line Dance

Grab your boots and bring a friend, you won't want to miss this fun and active country dance class.

Instructor: Wayne Kittel

Date: 02/15 Time: 6-7:00 p.m.

Cost: \$35, per person

Country Partner Dance

Grab a dance partner and learn the 2 step, triple step, 10 step and more. This class

Instructor: Wayne Kittel

Date: 2/15 Time: 7-8:00 p.m.

Cost: \$49 per couple

Don't forget to wear boots or slick soles.



Microsoft Excel 2016

Even "non-techie" beginners will find it easy to learn Excel in this fun, step-by-step course. Learn dozens of short cuts and tricks for quickly setting up fully formatted worksheets.

Instructor: Mike Edinger

Dates: 3/6, 3/13, 3/20, 3/27

Time: 6-8:00 p.m.

Cost: \$49

Love Your iPhone

Hey Siri, iMessage, Find My Friends and the App Store are a few features of the iPhone. Find out what your device is capable of in this hands on class.

Instructor: Gabe Branstetter

Date: 3/13 Time: 1-2:00 p.m.

Cost: \$15

Mastering Computer Skills for the Workplace (Online Program)

Must-have skills to succeed in the workplace include 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. Microsoft Office Suite of applications is the most used software tool in the world.

16 classroom hour program, takes 1 month to complete.

Next offerings: February 5 - March 2, April 2 - 27 or June 4 - 29

Cost: \$195.00

Email Gabe for the link to learn more.

Gabe.Branstetter@eldonmustangs.org



Introduction to Coding (Online class)

After taking this course in Coding, you will be introduced to the basics of computer programming and various programming languages. New technologies allow people outside of the computer science field to be able to create their own web pages using code. Students will learn the basics of HTML, CSS, and Java Script in this course, as well as the practical uses for each.

16 hour course, takes 1 month to finish.

Course offerings: February 5 - March 2 April 2 - 27 or June 4 - 29

Cost: \$195

Introduction to Quickbooks 2017 (Online Program)

In 12 lessons, you'll gain hands-on experience as you master the tools you need to set up a chart of accounts; reconcile your checking account; create and print invoices, receipts, and statements; track your payables, inventory, and receivables; create estimates; and generate reports.

Course Offerings, Feb. 5 - March 2

April 2 - 27 or June 4 - 29

Cost: \$195.00

Ave. hours 16

Children and Divorce
This court mandated program is for parents of minor children who are going through a divorce. Helping the children cope with the changes they are facing is the goal of this one night course. Conflict resolution and co-parenting are important topics addressed in this class.

Dates: 2/12, 3/12, 4/9, 5/14, 6/11
*Classes meet on the 2nd Monday of each month.
Time: 6-9:00 p.m.
Sessions: 1 Cost: \$35 per person

Circle of Life: Caring for Mom & Dad
In this two part seminar you will discuss the stages of care giving from birth to the end of life. Many challenges are faced by care givers who want only the best for their loved one.

This seminar will help you plan for long term care needs. Then an elder care attorney will address legal issues and documents such as, deeds, powers of attorney, wills and trusts.

Presenters: Stephanie Witthar & Aimee Coleman
Dates: 2/20 and 2/27
Times: 6-8:00 p.m.
Cost: \$15



American Sign Language
Designed for the hearing impaired and those who care for them, sign language class is a beneficial course. Instructor, Clinda Miller uses puzzles, worksheets and games to help you learn with ease. Learn to sign the alphabet, a song and a children's story book.

Date: 3/1, every Thurs for 10 weeks
Time: 4-6:00 p.m.
Cost: \$65

Eldon Career Center

Healthcare Careers

Prepared for work in 2 - 9 months



Pharmacy Technician (Online)
You'll gain the skills and knowledge to qualify for entry-level positions in pharmacies, and you'll be prepared for the PTCB national certification exam.

- Textbooks and test voucher included
- 9-12 month program or 400 hours
- Externship available
- Cost: \$2,495

CPC Medical Billing & Coding (Online) This program will provide you with all of the information you need to earn the Certified Professional Coder (CPC) certification.

This program offers valuable training in legal, ethical, and regulatory concepts that are central to the field, including HIPAA compliance and third-party guidelines for filing insurance claims. You will work with the main coding manuals: ICD-10-CM, ICD-10-PCS, CPT, and HCPCS Level II. You will also learn how to code diagnoses, services, and procedures for all systems of the body.

- Textbooks and test voucher included
- 9-12 month program or 340 hours
- Cost: \$2,695

www.careertraining.ed2go.com/eldon

Certified Nursing Assistant
CNA's are responsible for the basic care of patients such as bathing, grooming, feeding patients, assisting nurses with medical equipment. This program includes 75 hours of classroom time and 100 hours of clinical experience. Classes meet on Thursdays and Fridays from 5-9:00p for approximately 8 weeks.
Start Date: 2/22/18
Cost: \$595 Applications are due 2/15

Certified Medication Technician
CNA's with 6 months experience, a High School Diploma or equivalent and passing TABE scores are eligible for the CMT class. Classes meet on Mon and Wed from 5-9:00 p.m. for approximately 8 weeks.

Insulin Certification is scheduled immediately following the CMT course. Contact our office for details.
Cost: \$75, includes book & license fee

Certified Medical Administrative Assistant (Online)
CMAA's are valuable members of the healthcare team who can handle a broad range of duties, including patient registration, telephone, scheduling, medical records, accounts receivable, data entry and medical claims. Upon completion of this program you will be prepared for the CMAA National certification exam, offered by the National Health Career Association.


- Textbook and test voucher included
- 6 month program or 160 hours
- Cost: \$1,495

3 Easy Ways to Sign Up	
1) Complete and cut out this registration form, mail it with a check to: Eldon Career Center, 112 S. Pine St, Eldon, MO 65026	
2) Call the ECC office at 392-8060 ext. 1504 to pay with a credit/debit card.	
3) Email Gabe.Branstetter@eldonmustangs.org with the course information.	
Name: _____	Address: _____
Email: _____	Phone: _____
Course Title(s): _____	Cost: _____
Course Title(s): _____	Cost: _____
Visit our website for community education policies.	Total: _____



112 S. Pine St.
Eldon, MO 65026

Local
Postal Customer



Eldon Career Center partners with Ed2Go and Lern to offer over 300 online courses. Microsoft Office, Adobe Photoshop, Web Page Design, Accounting Fundamentals just to name a few.

Visit www.eldonmustangs.org select Career Center and then Community Education to browse our offerings. Or email and Gabe will send you a link with more information. Gabe.Branstetter@eldonmustangs.org



Eldon Career Center

Adult and Community Education

Spring
2018



Rental Property Manager

If you are looking for an adventure, find out what it takes to manage rental property. Are you a landlord or thinking of becoming one? Increase your understanding of Missouri Landlord-Tenant Laws by joining us for Rental Property Management class. We will go over lease agreements, deposits, subleasing, verbal agreements and which options are best for your business.

Experience can be an expensive teacher, collaborate with other landlords in this interactive class.

Instructor: Gabe Branstetter
Dates: 4/05, 4/12, 4/19
Time: 12-1:00 p.m.
Cost: \$35
Location: TBA

Home Inspection Certificate

The Home Inspection Online Training Program covers the principal components of home inspection procedures and processes. You'll learn how to create a home inspection report that will detail the home's condition, including the heating and cooling systems, the plumbing and electrical systems, the roof and siding, and the framing and foundation.

Successful completion of this course will provide you with a certificate from The Home Inspection Institute.

This program is entirely online and is completed at your own pace. When you register, you receive twelve (12) months to complete this program. Open Enrollment, class begins now!
Cost: \$2295

HVACR Certification (Online)

Start your career in Heating, Ventilation, Air Conditioning and Refrigeration. Learn to do the following as they relate to the industry:

Learn the ins-and-outs of heating, ventilation, air conditioning, and refrigeration

- Successfully complete the NATE OR HVAC Excellence Core Exam
- Successfully complete the NATE OR HVAC Excellence AC Specialty Exam
- Successfully complete the EPA 608 Type I, II, and III exams

264 Course hours or 12 months
4 Certification Exams included in cost
Cost: 3,795
Call for an information packet 573-392-8060.