



What's Happening?



CONTINUING
EDUCATION

September 2014



Continuing Education — We Deliver!

“WHAT’S HAPPENING?”

PROFESSIONAL DEVELOPMENT AND PERSONAL ENRICHMENT OPPURTUNITIES AVAILABLE!

The Multi-Generational Workplace

Identify the challenges of working with multiple generations, and learn techniques that foster respectful communication and positive interaction with all groups.



Facilitated by Michelle Thomas M.Ed. Michelle embraces the opportunity she has on a daily basis to touch the lives of others through the sharing of knowledge. She believes learning is a lifelong process that should be fun, collaborative, and empowering.

Leadership 101

By addressing everything from trust to perception to attitude, Leadership 101 is a training program that gives both newly emerging and experienced leaders and managers the tools and techniques for developing and refining their skills.



Facilitated by Dr. Joen Painter
Dr. Joen Painter has been a successful Teacher, Principal, Curriculum Director, Superintendent, Divorce Counselor and is a Health Coach. She has worked in the toughest settings, taking on the challenges that no one else wanted. She has redirected and redesigned numerous school programs that were failing. She successfully won an appeal in the 9th Circuit Court to help school districts across the nation. She has supervised some of the best and worst employees surviving challenges with finesse, truth and facts to overcome obstacles. Her leadership skills started as a young child in her parents’ restaurant and continue today as she helps small businesses with training and financial challenges.

- 9-01-14: Gym Fitness Parker
- 9-03-14: Zumba Fitness Wellton
- 9-04-14: Multi-Generational Workforce
- 9-08-14: Sewing Projects Intro - Parker
- 9-08-14: Young String Ambassadors
- 9-09-14: Healthy Communities Quartzsite
- 9-11-14: Word Series- Intro
- 9-13-14: Belly Dancing Wellton
- 9-16-14: Body Sculpting/ Fitness Wellton
- 9-25-14: Leadership 101
- 9-25-14: Word Series- Intermediate

HANDS ON COMPUTER COURSES



Microsoft Word Introduction

Microsoft Word Intermediate

Microsoft Word Advanced

Facilitated by Alees Langford



We're on the Web!

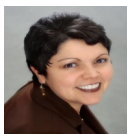
www.azwestern.edu/ContinuingEd

Customized Training

Unlock the potential of your workforce!
Contact us today!

Call: 928-317-6180

Email: maria.aguirre@azwestern.edu



LEARN ONLINE

We also offer online courses and certificates provided by expert instructors. Learn from the comfort of home on your own schedule.

www.ed2go.com/awc
careertraining.ed2go.com

Continuing Education Division
AWC Entrepreneurial Center
1351 S. Redondo Center Drive
Yuma, Arizona 85365
(928) 317-7674
Fax: (928) 317-7615
Email:
ContinuingEd@azwestern.edu

GYM FITNESS



GYM is open 6am - 8pm
Monday - Friday

Located at: AWC Parker
1109 S. Geronimo Ave
Parker, AZ 85344

\$45 Fee

September 1 - October 31, 2014

or \$25 per month

Under 17 must be accompanied by parent

Register Today!

928-669-2214

REGISTRATION FORM (MAIL, EMAIL OR FAX) GYM Fitness at AWC Parker 6/1/2014 - 10/31/2014

Sept/Oct \$45 Sept \$25 Oct \$25

Name (s): _____

Address: _____

Phone: _____ Email: _____ Fax: _____

Credit Card: ____/____/____/____ Exp: ____ V Code (3 digits back of card): _____

Signature: _____



Checks or money orders payable to AWC— Visa, Discover, Master Card— Purchase Orders and Third Party Billing accepted.

Mail or in person at: 1109 S. Geronimo Ave., Parker, AZ 85344 Phone (928) 669-2214 Fax (928) 669-5350

Email: awc.lapaz@azwestern.edu

Refund/Cancellation Policy

A 100% refund is granted or another individual may attend in your place if a request is made two working days prior to the start of class. A 90% refund will be issued if notice is received less than two working days prior to class start date. No refunds will be issued after the first day of class.



Continuing Education — We Deliver!



Are you ready to party yourself into shape?

That's exactly what the Zumba® program is all about.

It's an exhilarating, effective, easy-to-follow, Latin-inspired, calorie-burning dance fitness-party™ that's moving millions of people toward joy and health.

Fee \$39

**Mondays and Wednesdays
September 3 - September 29, 2014
5:30 p.m. - 6:30 p.m.**

**Arizona Western College
Wellton Learning Center
28851 County 12th Street
Wellton, AZ 85356**

Room 112

Instructor: Idalia Ramos

Register Today!

Call: 928-785-4175

REGISTRATION FORM (MAIL, EMAIL OR FAX)

Zumba at AWC Wellton 9/3/2014 - 9/29/2014 \$39

Name (s): _____

Address: _____

Phone: _____ Email: _____ Fax: _____

Credit Card: ____/____/____/____ Exp: ____ V Code (3 digits back of card): _____

Signature: _____



Checks or money orders payable to AWC— Visa, Discover, Master Card— Purchase Orders and Third Party Billing accepted.

Mail or in person at: 28851 County 12th Street, Wellton, AZ 85356 Phone (928) 785-4175 Fax (928) 314-9436

Email: WelltonLearningCenter@azwestern.edu

Refund/Cancellation Policy

A 100% refund is granted or another individual may attend in your place if a request is made two working days prior to the start of class.

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THE MULTI-GENERATIONAL WORKPLACE

Today's generationally-diverse workforce is an asset, bringing a variety of skills, knowledge, and experience to the organization. However, finding ways to connect effectively with the various generations within the workplace can be challenging.



Through this half-day program, gain a better understanding of the four generations that make up the current workforce - Veterans, Baby Boomers, and Generations X and Y - and how their unique experiences and expectations impact their view of the workplace. Identify the challenges of working with multiple generations, and learn techniques that foster respectful communication and positive interaction with all groups.

Thursday, September 4, 2014
1:00 p.m.-5:00 p.m.
\$49 Fee

Arizona Western College
Entrepreneurial Center
1351 S. Redondo Center Drive
Yuma, Arizona 85365
Room EC 170

Register Today!
Call: 928-317-7674

or download a registration flyer at
www.azwestern.edu/continuinged

Michele Thomas, Instructor
Testimonial

"Mrs. Michelle is awesome! I enjoyed how friendly she is and how professional she is as well, super prepared. Great presenter!"

Maura Gonzalez

REGISTRATION FORM (MAIL, EMAIL OR FAX)

The Multi-Generational Workforce

9/4/2014

\$49

Name (s): _____

Address: _____

Phone: _____ Email: _____ Fax: _____

Credit Card: ____/____/____/____ Exp: ____ V Code (3 digits back of card): _____

Signature: _____



Checks or money orders payable to AWC— Visa, Discover, Master Card— Purchase Orders and Third Party Billing accepted. Mail or in person at: 1351 S. Redondo Center Drive Yuma, AZ 85365 Phone (928) 317-7674 Fax (928) 317-7615

Email: ContinuingEd@azwestern.edu

Refund/Cancellation Policy—A 100% refund is granted or another individual may attend in your place if a request is made two working days prior to the start of class. A 90% refund will be issued if notice is received less than two working days prior to class start date. No refunds will be issued after the first day of class.

SEWING PROJECTS-INTRODUCTION

The Introduction to Sewing Projects course is a personal enrichment program which provides a hands-on experience in the area of sewing, sewing machine use, and construction.

Sewing class will be designed for a beginner to advance level individual. Students will learn the basic knowledge of how to use a standard model sewing machine, but will also be introduced to different types of sewing machines which may be used expand their personal knowledge on sewing.

Project (s): Students will have the individual choice to follow a structured project or bring in a personal project. The structured project will be to complete a lap quilt.



Supplies:

- ◆ Students will be responsible for personal supplies.
- ◆ Students will need to bring a personal sewing machine.
- ◆ Instructor will provide pattern for Lap Quilt project.
- ◆ Instructor will not provide patterns for personal projects.



Instructor: Charlene Weis

\$65 Fee

Mondays

9/8/2014 - 10/27/2014

5:30 pm - 6:30 pm

Register Today!

AWC Parker Learning Center
1109 S. Geronimo Ave
Parker, AZ 85344

Call: 928-669-2214

REGISTRATION FORM (MAIL, EMAIL OR FAX) Sewing Projects-Introduction 9/8 to 10/27/2014 **\$65**

Name (s): _____

Address: _____

Phone: _____ Email: _____ Fax: _____

Credit Card: ____/____/____/____ Exp: ____ V Code (3 digits back of card): _____

Signature: _____



Checks or money orders payable to AWC— Visa, Discover, Master Card— Purchase Orders and Third Party Billing accepted.

Mail or in person at: 1109 S Geronimo Ave., Parker, AZ 85344 Phone (928) 669-2214 Fax (928) 669-5350

Email: alyssa.wilson@azwestern.edu

Refund/Cancellation Policy

A 100% refund is granted or another individual may attend in your place if a request is made two working days prior to the start of class.

A 90% refund will be issued if notice is received less than two working days prior to class start date. No refunds will be issued after the first day of class.



Orchestra

Twinklers

Young String Ambassadors

Students learn to be proficient in public performances on the Violin, Viola, Cello or Bass
All classes held at Cibola High School 4100 W 20th Street Yuma, AZ 85364

Twinklers: *Introductory Course.* Suggested but not limited to 5 through 13 years of age. Students are instructed on correct musical terms and parts of their instrument, proper posture, ear training, memorization of beginning musical notation and rhythms, ensemble participation and will be given the opportunity to perform frequently.

Young String Ambassadors: Suggested but not limited to 5 through 13 years of age. This class is a continuation of the Twinklers class. Students are instructed on more advanced musical terms, notation, and rhythms than in Twinklers.

Orchestra Level 1: Suggested but not limited to fourth grade students or 9 years of age through adults. Students are instructed on correct musical terms and parts of their instrument, proper posture, beginning musical notation and rhythms, ensemble participation, and will be given the opportunity to perform showing their new skills.

Orchestra Level 2: This course is a continuation of Orchestra Level 1. Students are instructed on more advanced musical terms, notation and rhythms than in Level 1.

Orchestra Level 3: This course is a continuation of Orchestra Level 1 and 2. Students are instructed on more advanced musical terms, notation and rhythms than in Level 1 and 2.



Twinklers,	Dates: Sep. 9, 16, 23, 30, Oct. 7, 21, 28, Nov. 4, 18, Dec. 2, 9 Tuesdays - 4:30pm to 5:30pm	<input type="checkbox"/>	\$61
Young String Ambassadors	Dates: Sep. 9, 16, 23, 30, Oct. 7, 21, 28, Nov. 4, 18, Dec. 2, 9 Tuesdays - 5:45pm to 6:45pm	<input type="checkbox"/>	\$61
Orchestra Level 1	Dates: Sep. 8, 15, 22, 29 Oct. 6, 20, 27 Nov. 3, 17 Dec. 1, 8 Mondays - 6:00pm to 7:00pm	<input type="checkbox"/>	\$61
Orchestra Level 2	Dates: Sep. 8, 15, 22, 29 Oct. 6, 20, 27 Nov. 3, 17 Dec. 1, 8 Mondays - 7:00pm to 8:00pm	<input type="checkbox"/>	\$61
Orchestra Level 3	Dates: Sep. 8, 15, 22, 29 Oct. 6, 20, 27 Nov. 3, 17 Dec. 1, 8 Mondays - 8:00pm to 9:00pm	<input type="checkbox"/>	\$61

REGISTRATION FORM (MAIL, EMAIL OR FAX)

Name(s): _____

Address: _____

Phone: _____ Email: _____ Credit Card: ____/____/____/____ Exp: _____

V Code (3 digits back of card): _____ Signature: _____

Twinklers
 YSA

Orchestra 1
 Orchestra 2
 Orchestra 3

Checks or money orders payable to AWC— Visa, Discover, Master Card— Purchase Orders and Third Party Billing accepted.
Mail or in person at: 1351 S. Redondo Center Drive Yuma AZ 85365 Phone (928) 317-6150 Fax (928) 317-7615
Email: ContinuingEd@azwestern.edu

Refund/Cancellation Policy

A 100% refund is granted or another individual may attend in your place if a request is made two working days prior to the start of class. A 90% refund will be issued if notice is received less than two working days prior to class start date. No refunds will be issued after the first day of class.



Continuing Education—We Deliver!

HEALTHY COMMUNITIES WORKSHOP

Eating and physical activity patterns that are focused on consuming fewer calories, making informed food choices, and being physically active can help people attain and maintain a healthy weight, reduce their risk of chronic disease, and promote overall health—Dietary Guidelines for American 2010 Executive Summary.

The guidelines go hand in hand and together provide important information for developing and maintaining a healthy lifestyle. They are the basis for the **Eat Healthy * Be Active Community Workshops**.



FREE Workshops

Tuesdays and Thursdays
September 9 - 25, 2014
5:30 p.m. - 6:30 p.m.

Arizona Western College
Quartzsite Learning Center
695 N. Kofa Ave. at Quail
Quartzsite, AZ 85346

Room QLC 101

Instructor: Robin Cooper

RESERVE YOUR SEAT TODAY!

Call: 928-927-8299

or download a registration flyer at
www.azwestern.edu/continuinged

REGISTRATION FORM (MAIL, EMAIL OR FAX) Healthy Communities Workshop 9/9 - 9/25/14 FREE

T-9/9 TH-9/11 T-9/16 TH-9/18 T-9/23 TH-9/25

Name(s): _____

Address: _____

Phone: _____ Email: _____ Fax: _____



E-mail: awc.lapaz@azwestern.edu

Seating is limited. Do not miss out on this great opportunity!



Continuing Education—We Deliver!

BEGINNING BELLY DANCING

Love to dance? Try Beginning Belly Dance this winter! It's a great whole body workout and lots of fun. You will learn two different styles of belly dancing, from a highly trained teacher.

Come learn how to shimmy, do "snake arms", move your hips, and much more!

Instructor: Angie Creel

\$19 per session

Saturdays
10:00 a.m.—12:00 p.m.
September 13, 2014
and
September 20, 2014

AWC Wellton Learning Center
28851 County 12th Street
Wellton, AZ 85356

WLC-Room 112



Register Today!

Call: 928-317-7674 or
download a registration flyer at www.azwestern.edu/continuinged

REGISTRATION FORM (MAIL, EMAIL OR FAX) Beginning Belly Dancing at Wellton Learning Center
 9/13/2014-\$19 9/20/2014-\$19

Name(s): _____

Address: _____

Phone: _____ Email: _____ Fax: _____

Credit Card: ____/____/____/____ Exp:____ V Code (3 digits back of card):____

Signature: _____



Checks or Money Orders payable to AWC—Visa, Discover, Master Card—Purchase Orders and Third Party Billing accepted.
Mail or in person at: 1351 S. Redondo Center Drive Yuma, AZ 85365 Phone (928) 317-7674 Fax (928) 317-7615

Email: WelltonLearningCenter@azwestern.edu

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BODY SCULPTING/FITNESS

Body sculpting (or core conditioning) is a non-aerobic, muscle-toning class, usually focused on core strength. Most sculpting classes use weight bars, exercise bands, or dumbbells, or a combination of these gadgets. You perform traditional weight-training moves in a class setting.

What body sculpting and core conditioning does for you: Gives you strength, muscle tone and lowers your risk of bone loss, but only if you lift heavy enough weights.



\$29 Fee

Tuesdays & Thursdays
9/16/2014 - 10/2/2014
6:00 pm - 7:00 pm

Arizona Western College
Wellton Learning Center
28851 County 12th Street
Wellton, AZ 85356
Room 112

Instructor: Judy Simmons

Register Today!

Call: 928-785-4175

REGISTRATION FORM (MAIL, EMAIL OR FAX)

Body Sculpting/Fitness 9/16/2014 - 10/2/2014 \$29

Name (s): _____

Address: _____

Phone: _____ Email: _____ Fax: _____

Credit Card: ____/____/____/____ Exp: ____ V Code (3 digits back of card): ____

Signature: _____



Checks or money orders payable to AWC— Visa, Discover, Master Card— Purchase Orders and Third Party Billing accepted.

Mail or in person at: 28851 County 12th Street, Wellton, AZ 85356 Phone (928) 785-4175 Fax (928) 314-9436

Email: WelltonLearningCenter@azwestern.edu

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LEADERSHIP 101

Great leaders aren't just born that way—they must *learn* how to lead and influence others through experience, mentoring, and training.

By addressing everything from trust to perception to attitude, *Leadership 101* is a training program that gives both newly emerging and experienced leaders and managers the tools and techniques for developing and refining their skills. What's the bottom line? This learning resource will help your organization retain employees and clients, make better decisions, and improve performance.

Facilitator: Dr. Joen Painter

Dr. Joen Painter has been a successful Teacher, Principal, Curriculum Director, Superintendent, Divorce Counselor and is a Health Coach.

She has worked in the toughest settings, taking on the challenges that no one else wanted. She has redirected and redesigned numerous school programs that were failing. She successfully won an appeal in the 9th Circuit Court to help school districts across the nation.

She has supervised some of the best and worst employees surviving challenges with finesse, truth and facts to overcome obstacles. Her leadership skills started as a young child in her parents' restaurant and continue today as she helps small businesses with training and financial challenges.



Thursday, September 25, 2014
1:00 p.m.-5:00 p.m.

\$49 Fee

Arizona Western College
Entrepreneurial Center
1351 S. Redondo Center Drive
Yuma, Arizona 85365
Room EC 170

Register Today!

Call: 928-317-7674

or download a registration flyer at
www.azwestern.edu/continuinged



REGISTRATION FORM (MAIL, EMAIL OR FAX)

Leadership 101 9/25/2014 \$49

Name (s): _____

Address: _____

Phone: _____ Email: _____ Fax: _____

Credit Card: ____/____/____/____ Exp: ____ V Code (3 digits back of card): _____

Signature: _____

Checks or money orders payable to AWC— Visa, Discover, Master Card— Purchase Orders and Third Party Billing accepted.

Mail or in person at: 1351 S. Redondo Center Drive Yuma, AZ 85365 Phone (928) 317-7674 Fax (928) 317-7615

Email: ContinuingEd@azwestern.edu

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Receive a \$5 discount when you register at least seven (7) days in advance! (Not to be combined with other discounts.)



MICROSOFT WORD 2010 SERIES

Take full advantage of what WORD has to offer.

Discover tips and tricks that will increase your productivity!

Keep your training dollars local.

Attend all 3 sessions to receive more bang for your buck!

Each session is held 9:00am—12:00pm

Held at:

AWC Entrepreneurial Center, Rm 115
1351 S. Redondo Center Dr., Yuma, AZ

CEU's available upon request



\$5 Early Bird Discount when you register at least seven (7) days in advance (cannot be combined with any other promotion or discount.)

GROUPS WELCOME!

REGISTRATION FORM (MAIL, EMAIL OR FAX)

Introduction	September 11-12 2014	<input type="checkbox"/>	\$99
Intermediate	September 25-26 2014	<input type="checkbox"/>	\$99
Advanced	October 9-10 2014	<input type="checkbox"/>	\$99
Buy 2 get 1 free!			
Register for Introduction & Intermediate and get Advanced for free!		<input type="checkbox"/>	\$198

Name (s): _____

Address: _____

Phone: _____

Email: _____

Fax: _____

Credit Card: _____ / _____ / _____ / _____

Exp: _____ V Code (3 digits back of card): _____

Signature: _____

Checks or money orders payable to AWC— Visa, Discover, Master Card— Purchase Orders and Third Party Billing accepted.

Mail/Person at: 1351 S. Redondo Center Drive Yuma, AZ 85365

Phone (928) 317-7674 Fax (928) 317-7615

Email: ContinuingEd@azwestern.edu

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MICROSOFT WORD 2010 SERIES COURSE DESCRIPTIONS

Introduction:

Course Description

Microsoft Office Word 2010 helps you produce professional-looking documents by providing a comprehensive set of tools for creating and formatting your document in the new Microsoft Office Fluent user interface. Rich review, commenting, and comparison capabilities help you quickly gather and manage feedback from colleagues. Features discussed and demonstrated are: Basic formatting; Cut/Copy/Paste; Alignment; Headers/Footers; Bullets/Numbering; Intro to graphics.

Intermediate

Course Description

Microsoft Office Word 2010 Intermediate will assist you with the intermediate levels of this application. Formatting features covered in this workshop are: Tabs and tabs with dot leaders; Automatic formatting; Understanding and using indentation; Bulleted Lists and Numbered lists and Multi-level lists; Breaks – when to use paragraph and page breaks; Line spacing; Changing defaults; Creating and formatting tables; Creating and formatting columns; Find and Replace.

Advanced

Course Description

Microsoft Office Word 2010 Advanced will assist you with the advanced concepts of this application. Formatting features covered in this workshop are: Using and creating Styles; Headings/bookmarks; Table of Contents; Page/Section Breaks; Footnotes/Endnote; Embedding Objects; Outlining; Watermarks; Document comparison; Templates; Fill Forms and Mail Merge.

*All three courses include
practice sessions and
hands-on exercises!*



Note:

*Individual Course Outlines are
available upon request.*

