

Mar/14 - Aug/14

nextSTEP



NEXT STEP

CONTINUING EDUCATION

EDUCATION REVOLVING AROUND you

SIZZLING SUMMER

JR HIGH MATH
SPRING TUTORIALS
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FLIP OVER...SOMETHING FOR ADULTS

ADULT GOLF, COOKING AND MUCH MORE!
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YOUTH CAMPS

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Welcome to Summer School 2014!

The mission of Next Step schools is to provide quality learning opportunities for students in our community. We are pleased to offer an extensive array of engaging courses to support learning, complete credit requirements and remain active. Our staff look forward to working with you this summer!

Paul Pallister, Principal
Next Step
Elk Island Public Schools

REGISTRATION INFO

Register for Summer School programs at the Next Step Continuing Education office located at 20 Festival Way, Sherwood Park (in Salisbury High School - enter through Northeast doors). Our office hours up to and including June 27 are Monday - Thursday 8:30 am-7:30 pm and Friday 8:30 am-3 pm. Our office hours for July & August will be posted on our website



Download registration forms here or go to eipscontinuinged.ca.

Registrations for credit courses are accepted:

- In person
- Fax **780-449-3530**
- By email eips.conted@eips.ca
- Mail (please note, Canada Post does not deliver to the school after June 28 for the summer months)

Also for Youth Camps, Diploma Prep and Jr High Tutorials:

- Online eipscontinuinged.ca
- Telephone **780-467-7292**



Register at www.eipscontinuinged.ca

SUMMER SCHOOL 3

All fees are due at the time of registration. Registration forms can be found on our website under "Program Info" or scan the QR code. Next Step Continuing Education reserves the right to cancel any class due to low enrollment or unexpected circumstances. A full refund will be issued if Next Step Continuing Education cancels the class.

Diploma Exams

Students registered in a summer diploma exam credit course through Next Step Continuing Education will write a diploma exam in August at Salisbury Composite High School. If this is not your first time writing a diploma exam for a particular diploma exam credit course, you are required to submit a Diploma Exam Rewrite form together with a \$25 + GST rewrite fee directly to Alberta Education. Visit www.education.alberta.ca for the complete Diploma Exam schedule and applicable rewrite forms.

Class Locations

All high school credit courses are held at Salisbury Composite High School with the exception of PE10 which will be held at Salisbury Composite High OR Bev Facey Composite High during the first session and Salisbury Composite High during the second session. All flexible schedule courses will be held at Next Step Senior High.

Refund Policies

For full details on our refund policy, please visit eipscontinuinged.ca or eipsnextstep.ca.

I learned a lot of new things, everything was clear and whenever I needed help I got it!

Student, Science 10

Fees for Classroom Schedule Credit Courses

CALM – \$90

PE10 – \$110

Extreme CALM/PE10 – \$295 (+ GST)

5 Credit Courses – \$75

(for students born after Sept. 1/93)

Mature Students – \$500

(for students born on or before Sept. 1/93)

Lab fee – \$20

(for each science course)

Textbook Rental – \$100

(fully refunded after return of textbook in good condition)

Diploma Exam Supervision – \$25

(for each diploma exam)

Diploma Exam Rewrite – Payable directly to Alberta Education *(applies only if student has written diploma exam for course previously)*

Change in Fee Structure:

Our fee structure for 5 credit courses has changed, however, the total fees paid for each course has remained the same. The total Registration Fee has increased by \$30, in turn we no longer hold back the \$30 Textbook Rental and fully refund your \$100 deposit upon return of the book in good condition.

BUSING

Busing may be available from Fort Saskatchewan to Sherwood Park from July 2-29 at a cost of \$50 for two weeks or \$100 for four weeks, plus GST, per student.

Availability of bus service will depend on sufficient interest. Call 780-467-7292 for details.

Register at 780-467-7292

4 SUMMER SCHOOL

CREDIT COURSES

Summer School is an opportunity for students to free up room in their timetables for other courses or to upgrade marks for post-secondary. Our high school credit courses are open to both high school and mature students. Students entering Grade 10 in September 2014 are eligible to enroll in the summer offering of Physical Education (PE10) and Career and Life Management (CALM). All students, including those from other school jurisdictions, are welcome to register for summer school.



Download registration forms
here or go to
eipscontinuinged.ca.

NEW! EXTREME CALM/PE10

This program provides activities that will enhance curriculum objectives for PE 10, CALM and CTS credits utilizing outdoor education as the medium for learning. Staying 5 nights at Strathcona Wilderness Centre the second week, students will participate in wilderness living skills, canoeing, orienteering, outdoor fitness activities and a variety of team building and leadership development activities. Don't miss out on this one of a kind hands-on learning experience.

SAL Jul 16-18 | 8:30 am - 1:30 pm
plus

SWC Jul 21-25 | 8:30 am - 1:30 pm
(students will return to SAL from SWC
Jul 25 at 3:30 pm for pick up)

3 CREDIT - SCHEDULE

Physical Education (PE 10)
Career and Life Management (CALM)
CALM Faith Based (1st session only)

1st Session | SAL (and BFH for PE 10)
Jul 2-15 | 8:30 am - 1:30 pm

2nd Session | SAL
Jul 16-29 | 8:30 am - 1:30 pm

5 CREDIT - SCHEDULE

(including Diploma Exam Courses)

English 20-1	Math 20-2
English 20-2	Math 30-1
English 30-1	Math 30-2
English 30-2	Science 10
Social Studies 20-1	Biology 20
Social Studies 20-2	Biology 30
Social Studies 30-1	Chemistry 20
Social Studies 30-2	Chemistry 30
Math 10 C	Physics 20
Math 20-1	Physics 30

SAL
Jul 2-29 | 8:30 am - 1 pm

FLEXIBLE - SCHEDULE

Next Step Senior High in Sherwood Park offers an alternative summer program Jul 2-29 for students seeking a flexible, individualized learning environment. Registration for these courses begins May 5. Visit eipsnextstep.ca for details on courses offered and registration information.

Bring snacks and/or lunch as nutritional breaks will be provided throughout the day for credit classes.

Register at www.eipscontinuinged.ca

Did You Know?

- You can access support in learning more from your job at your current employment.
- You can earn additional high school credits through work experience.
- You may be eligible for the Registered Apprenticeship Program (RAP).
- You can earn a Green Certificate if you work on a farm.

Contact your high school counsellor or Next Step Senior High to sign up for any of these **summer opportunities** through the **Off Campus Education** program.

STUDENT ENRICHMENT

Junior High Tutorials

A great opportunity to boost your child's confidence level in math! The focus is on the fundamental skills and concepts needed for success in the junior high curriculum. We will also assist your child in tackling problematic homework issues. The small group setting is ideal for providing "one-on-one" opportunities with the teacher. This course is limited in size so register early.

\$89 | 7 Hrs

Sherwood Park

Apr 15 - May 27 (T)

- 4 - 5 pm *for students currently in Gr 8*
- 5 - 6 pm *for students currently in Gr 9*

Fort Saskatchewan NEW

Apr 29 - Jun 10 (T)

- 4 - 5 pm *for students currently in Grade 7*
- 5:15 - 6:15 pm *for students currently in Gr 8*
- 6:30 - 7:30 pm *for students currently in Gr 9*

Diploma Exam Preparation

Review major curriculum topics and master test-writing strategies for the diploma exams. Familiarity with course content is expected. Bring a lunch/snack for the weekend classes - 1/2 hour break provided.

English 30-1 Part A

SAL \$48 | 6 Hrs

Apr 3, 4 (Th/F) 5:30 - 8:30 pm

Jun 2, 3 (M/T) 5:30 - 8:30 pm

English 30-1 Part B

SAL \$48 | 6 Hrs

Apr 5 (Sa) 9 am - 3:30 pm

Jun 9, 10 (M/T) 5:30 - 8:30 pm

English 30-2

SAL \$48 | 6 Hrs

Jun 9, 10 (M/T) 5:30 - 8:30 pm

Social 30-1

SAL \$96 | 12 Hrs

Apr 5, 6 (Sa/Su) 9 am - 3:30 pm

Jun 5, 6 (Th/F) 5:30 - 8:30 pm

plus Jun 7 (Sa) 9 am - 3:30 pm

Social 30-2

SAL \$48 | 6 Hrs

Apr 7, 8 (M/T) 5:30 - 8:30 pm

Jun 7 (Sa) 9 am - 3:30 pm

Biology 30

SAL \$120 | 15 Hrs

Apr 9, 10, 11 (W/T/F) 5:30 - 8:30 pm

plus Apr 12 (Sa) 9 am - 3:30 pm

Jun 11, 12, 13, 16, 17 (W-T) 5:30 - 8:30 pm

Chemistry 30; Physics 30; Math 30-1

SAL \$120 | 15 Hrs

Jun 18, 19, 20 (W/Th/F) 5:30 - 8:30 pm

plus Jun 21 (Sa) 9 - 3:30 pm



Follow us on Facebook



Register at 780-467-7292

6 YOUTH CAMPS

COOKING

FUN WITH DOUGH

Did someone say cinnamon buns?! All of the delicious homemade treats you make with dough will be explored. Discover how easy it is to make pizzas, cinnamon buns, monkey bread, cheese toast, pretzels, calzones and more. At the end of each day, enjoy eating your creations and then be able to make them at home to enjoy! Bring containers for any leftovers.

Grades 5-9

SAL \$145 + \$10 supplies
Jul 14 - 17 (M-Th) 9 am - 2 pm

TREATS 'N SWEETS

Indulge your sweet tooth and experience baking delicious treats for your friends and family. Recipes will include rice krispie cake, chocolate chip cookies, shortbread, brownies, muffins, and more! At the end of each day, enjoy eating your creations and then be able to make them at home to enjoy! Bring containers for any leftovers.

Grades 5-9

SAL \$109 + \$15 supplies
Jul 21 - 23 (M-W) 9 am - 1 pm



Register at www.eipscontinuinged.ca

I never enjoyed baking or cooking before. My mom signed me up for this and it was a great experience! I fell in love with baking and recommend it to friends.

Student, Treats 'n Sweets



Register online here for Summer School Camps



CUPCAKES & CAKE POPS

Find out how to bake and decorate different kinds of cupcakes and cake pops. At the end of the second day, enjoy eating your creations and take home your new found skills to create delicious treats for your family and friends! Bring containers for any leftovers.

Grades 5-9

SAL \$75 + \$10 supplies
Jul 24 & 25 (Th-F) 9 am - 1 pm

SUGAR, SUGAR

Experience the art of working with sugar to create sweet favorites such as sponge toffee, peanut brittle, caramel corn and poppycock. For safety reasons most of this class will be demonstrated by the instructor with opportunities for the students to do hands-on activities throughout the day. At the end, you will have the opportunity to enjoy eating the day's creations and bring home the recipes to share with your family.

Grades 5-9

SAL \$45 + \$10 supplies
Jul 31 (Th) 9 am - 2 pm

COOKING

ULTIMATE BREAKFAST

Breakfast really IS the most important meal of the day. Skipping breakfast slows your metabolism and contributes to that sluggish, tired feeling you may have during the day. Discover how easy it is to make delicious breakfasts such as French toast, pancakes, waffles, eggs, omelets, bacon, breakfast wraps and more! Bring your appetite. At the end of each day you will get to eat your tasty creations. Recipes will be provided so you can put your new found cooking skills to practice at home. Bring containers for any leftovers.

Grades 5-9

SAL \$109 + \$10 supplies
Jul 7 - 10 (T-F) 9 am - 12 pm

LUNCHTIME FUN

Explore making quick, easy and nutritious lunches such as wonton soup, stir fry, noodles, burritos, soups, wraps and more. Bring your appetite! At the end of each day enjoy eating your creations and take home any leftovers to enjoy with your family. Bring containers for any leftovers.

Grades 5-9

SAL \$109 + \$20 supplies
Jul 7 - 10 (T-F) 12:30 pm - 3:30 pm

SOUPS, SANDWICHES & SALADS

Take Lunchtime Fun a step further by learning how to make pizza subs, rubeens, club house sandwiches and more. Accompany that with Greek, Caesar or vegetable salad plus your favorite soup to create a delicious and nutritious meal. Enjoy your creations at the end of class and take home your kitchen skills to prepare meals with your family and friends! Bring containers for any leftovers.

Grades 5-9

SAL \$109 + \$10 supplies
Jul 28 - 30 (M-W) 9 am - 1 pm

BABYSITTING



Register online here for
Summer School Camps

EXTREME BABYSITTING

Looking to get your Red Cross Babysitters Certificate? Check out this fun and expanded version of the usual babysitters course. You won't find another babysitting camp like this!

The first two days will cover the Red Cross Babysitters Certificate program in the morning. The afternoons will be filled with fun as you explore different games and projects you can use when babysitting. On the third day you will gain hands-on experience in the kitchen, learning basic skills while making tasty, easy meals you can prepare for your babysitting clients!

At the end of the camp not only will you have earned your Red Cross Babysitters Certificate, but you will have extreme babysitting skills just in time for all those summer babysitting jobs!

Ages 11 and up

SAL \$152 + \$15 supplies

Jul 9 - 10 (W/Th) 8:30 am - 3:30 pm, plus Jul 11 (F) 9 am - 2 pm

 Follow us on Facebook

Register at 780-467-7292

10 YOUTH CAMPS

TECHNOLOGY

VIDEO GAME DESIGN

Attention all gamers! Have you ever wanted to design your own video game? Find out how you can use Scratch, a free, easy to use programming language to develop simple video games, animations and art.

Grades 5-9

SAL \$119

Jul 8 - 11 (T-F) 8:45 am - 11:45 am



"This is so cool! I have never built anything like this before."

Student, Lego Robotics

"I was never able to get my son ready for anything so fast as he got ready to go to the Lego Robotics camp!"

Parent

MINECRAFT

Dive into the world of Minecraft where you can marvel at your own creations or join others to create a world of your own. Share in the fun, join the adventure with your friends!

Grades 5-9

SAL \$119

Jul 14-17 (M-Th) 8:45 am - 11:45 am

LEGO ROBOTICS

Explore a world without limits in our high-tech, interactive Robotics camp that stimulates the imagination. Using the Lego MindStorms Robotics Inventions System, you will design, build and program a robot to perform a number of tasks. The challenges presented in the Robotics camp are designed to introduce you to basic robotic and engineering concepts. No prior experience is needed.

Grades 5-9

SAL \$119

Jul 8 - 11 (T-F) 8:45 am - 11:45 am

Jul 14-17 (M-Th) 8:45 am - 11:45 am

Register at www.eipscontinuinged.ca

SPORTS

SUMMER SLAMMERS BASKETBALL

Do you want to learn the game of basketball, brush up on your skills or feel more confident trying out for the school bball team? Individual skills, teamwork, and an introduction to offensive and defensive team strategies will be emphasized in this co-ed camp.

Grade 7 students have the option of either session.

Grades 5-7

SAL \$125

Jul 7 - 11 (M-F) 2:00 - 4:00

Grades 7-9

SAL \$125

Jul 14 - 18 (M-F) 2:00 - 4:00



Register online here for Sherwood Park Volleyball Camp

SUMMER SPIKERS VOLLEYBALL

Are you looking for an introduction to the game of volleyball? Basic skills such as serving (underhand and overhand), forearm passing and over head passing (setting) will be emphasized in this co-ed camp. An introduction to court positioning, backcourt defense, blocking and attack skills - along with some offensive and defensive team strategies will also be covered.

Grade 7 students have the option of either session.

Grades 5-7

SAL \$125

Jul 14 - 18 (M-F) 2:00 - 4:00

Grades 7-9

SAL \$125

Jul 7 - 11 (M-F) 2:00 - 4:00

SHERWOOD PARK VOLLEYBALL CAMP

After years of great volleyball experiences, this camp is back! Open to youth entering grades 6 through 12, players will receive individual instruction time, positional work as well as daily game play. Improve your game this summer and start the 2014 school volleyball season with an advantage!

Grades 6-8

SAL \$165

Aug 18 - 22 (M-F) 9 am - noon

Grades 9-12

SAL \$165

Aug 18 - 22 (M-F) 1 - 4 pm

Discover lifelong learning

It's good for your mental health!

Spring Adult Courses Pages 14-23

- Learn a new skill
- Connect with others
- Achieve your goals
- Discover your strengths
- Enjoy life
- Continuously learn
- Find your talents

Connect... with others!

By communicating with others and actively listening,
balancing your screen time with other activities, and
building healthy relationships with other people.

Experience positive support and connections with peers and adults.

The best way to become comfortable about mental health is to talk about it. Start the conversation today!

Need help? Kids Help Phone 1-800-668-6868
www.education.alberta.ca/mentalhealthmatters

Alberta

Next Step Continuing Education

www.ed2go.com/eipsconted

Summer

Our online courses
are open to everyone!

expert
instructors



affordable
courses

24/7
access



convenient
for
everyone!



Learn from the
comfort of home!



Online learning anytime, anywhere ... just a click away!

Enjoy these courses during the summer months. Visit our online catalogue to find so many more!

Small Business Marketing on a Shoestring

Mastering Your DSLR Camera

Write Fiction Like a Pro

Creating Web Pages

Speed Spanish



Instructor-Facilitated **Online Learning**

www.ed2go.com/eipsconted

COMPUTER

Office

Suitable for Office 2007 users

Prerequisite: Windows 7 or equivalent computer knowledge.

This class is an introduction to Microsoft Word, Excel, and PowerPoint and the power of using them together. Course manual is \$13.00 and is payable directly to the instructor on the first day of class.

Instructor: Joe Schmidt

Course ID: OFF10 or OFF13

SAL \$155 | 9 Hrs

Office 2010

Apr 8, 10, 15 (T/Th) 6:30 - 9:30 pm

Office 2013 NEW

Apr 7, 9, 14 (M/W) 6:30 - 9:30 pm

Word Level 1

Suitable for Word 2007 users

Prerequisite: Windows 7 or equivalent computer knowledge.

This course is an excellent second step to understanding computers and other popular programs, and a must if you are returning to the workplace. You will learn the basics of word processing by creating, editing, formatting, saving and modifying documents. Course manual is \$13.00 and is payable directly to the instructor on the first day of class.

SAL \$195 | 12 Hrs

Word 2010

Instructor: Joe Schmidt

Course ID: WL110

Apr 22, 24, 29, May 1 (T/Th) 6:30 - 9:30 pm

Word 2013 NEW

Instructor: Joanne Swensrude

Course ID: WL113

Apr 15, 17, 22, 24 (T/Th) 6:30 - 9:30 pm

May 5, 6 (M/T) 9 am - 4 pm

Word 2010 Level 2

Prerequisite: Word 2010 Level 1 or equivalent computer knowledge.

Do you want to create eye-catching memos and documents while unveiling the power of Word's more advanced features? Then journey beyond word processing basics. Find out how you can flow text around graphics or place text on top of pictures and other objects, or just add creative touches to letters and other documents. Course manual is \$13.00 and is payable directly to the instructor on the first day of class.

Instructor: Joe Schmidt

Course ID: WL210

SAL \$195 | 12 Hrs

May 5, 7, 12, 14 (M/W) 6:30-9:30 pm

Excel Level 1

Suitable for Excel 2007 users

Prerequisite: Windows 7 or equivalent computer knowledge.

If you require skills using spreadsheets and charting then this course is for you! Course manual is \$13.00 and is payable directly to the instructor on the first day of class.

SAL \$195 | 12 Hrs

Excel 2010

Instructor: Joe Schmidt

Course ID: XL110

May 8, 9 (Th/F) 9 am - 4 pm

Excel 2013 NEW

Instructor: Joanne Swensrude

Course ID: XL113

May 20, 22, 27, 29 (T/Th) 6:30 - 9:30 pm

Excel 2010 Level 2

Suitable for Excel 2007 users

Prerequisite: Excel 2010 Level 1 or equivalent computer knowledge.

Go beyond spreadsheet and chart basics in this more advanced Excel course. Course manual is \$13.00 and is payable directly to the instructor on the first day of class.

Instructor: Joe Schmidt

Course ID: XL210

SAL \$195 | 12 Hrs

May 20, 22, 27, 29 (T/Th) 6:30 - 9:30 pm

Register Online

It's quick, easy and secure.

iPad II

Prerequisite: Familiarity with your iTunes account and password.

If you are comfortable using your iPad join this class to uncover some of the advanced capabilities of your device. Come to class with your iPad fully charged.

Instructor: Aaron Tuckwood

Course ID: IPAD2

SAL \$49 | 2.5 Hrs

Apr 15 (T) 6:30 - 9 pm

Build your skills...



“ I really enjoyed the course. The instructor-facilitated online learning was a perfect way for me to take the course and not have to take time away from the office. I enjoyed the flexibility so that as the lessons were released I could access the lessons at times that were convenient for me. ”

Online Student, Intro to Microsoft Excel 2010

COMPUTER - ONLINE

Computer Skills for the Workplace

Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

Online \$109

 | [Learn More](#)

Start dates: Mar 19, Apr 16, May 21, Jun 18

Mac, iPhone and iPad Programming

Learn to create Mac, iPhone, and iPad apps and programs using Objective-C and the Xcode compiler.

Online \$109

 | [Learn More](#)

Start dates: Mar 19, Apr 16, May 21, Jun 18

Creating Mobile Apps with HTML5

Learn to use HTML5, CSS3, JavaScript, jQuery, and Web APIs to create cross-platform mobile apps and mashups.

Online \$109

 | [Learn More](#)

Start dates: Mar 19, Apr 16, May 21, Jun 18

Creating Web Pages

Learn the basics of HTML so you can design, create, and post your very own site on the Web.

Online \$109

 | [Learn More](#)

Start dates: Mar 19, Apr 16, May 21, Jun 18

How to Get Started in Game Development

Take steps toward a new career in game development by building a foundation to design games in a wide variety of genres for different audiences and platforms.

Online \$109

 | [Learn More](#)

Start dates: Mar 19, Apr 16, May 21, Jun 18

Introduction to Lightroom

Learn how to use the tools in Adobe Photoshop Lightroom 4 to organize and edit your images and develop an efficient image processing workflow.

Online \$109

 | [Learn More](#)

Start dates: Mar 19, Apr 16, May 21, Jun 18

BUSINESS & FINANCE

Starting a Business

Do you have an idea for a business? Gain useful information on how to build a business right from the beginning, starting with market research and creating a business plan. Explore aspects of start-up such as accounting, banking, legal issues, finding a location, support services, advertising and creating a client base. Once your business is up and running it doesn't end there! Learn how to evaluate and adjust your business to keep it operating successfully. Finally, keep your life balanced between business and home through tips learned here.

Instructor: Christine Darichuk, B.Ed., B.Lib.Sc., LLB
Course ID: START

SAL \$55 | 3 Hrs
Apr 9 (W) 6 - 9 pm

Learn in Fort Saskatchewan!

We are pleased to bring you this course in Fort Saskatchewan! Don't miss out on this opportunity, register early.

Starting a Business

RHJ \$55 | 3 Hrs
Mar 19 (W) 6 - 9 pm

Business Plan & Accounting Matters

Discuss the contents of a business plan, practice preparing your own and finally review your plan all in this course! The Accounting Matters portion covers what you need to know about accounting in your business. Learn how to keep records for expenses and income, using manual ledgers vs. automated bookkeeping systems and seeking professional accounting advice.

Instructor: Christine Darichuk, B.Ed., B.Lib.Sc., LLB
Course ID: BUSPL

SAL \$55 | 3 Hrs
May 7 (W) 6 - 9 pm

NEW Social Media for Business

There are endless choices when using social media to enhance your business. The trick is to develop a manageable program that works best for you and your customers. Uncover the evolving landscape of social media and some ways businesses can use it to find the appropriate audience today and moving forward.

Instructor: Aaron Tuckwood
Course ID: SCMED

SAL \$55 | 3 Hrs
Apr 23 (W) 6:30 - 9:30 pm

NEW Budget Basics

Find out about the basics of money management and budgeting from a financial expert. You will be provided with a budget form to use for getting started in creating your own budget.

Instructor: Greg Scherf
Course ID: BUDGE

SAL \$55 | 3 Hrs
Apr 9 (W) 6 - 9 pm

NEW Risk Management

Gain an understanding of how insurance works, the various forms of personal insurance, and how it all may fit into your overall risk management strategy.

Instructor: Greg Scherf
Course ID: DEMYS

SAL \$55 | 3 Hrs
May 14 (W) 6 - 9 pm

NEW Retirement Planning

Join in a discussion of your vision for retirement and how to incorporate your goals into an overall retirement plan. Determining if your goals are realistic will be touched on as well. Also review how various risks can affect your retirement plans and the options that are available to address those risks.

Instructor: Greg Scherf
Course ID: RTMPL

SAL \$55 | 3 Hrs
Mar 19 (W) 6 - 9 pm



Follow us on Facebook

CERTIFICATE TRAINING - ONLINE

Certificate in Customer Service

Whether it relates to retaining customers, serving your audience, or turning inquiries from potential customers into sales, 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.

Course ID: CSERV

Online \$245

Start dates: Apr 7, May 5, Jun 2



Certificate in Leadership Development

Geared for future Gen Y leaders (born 1980-1999), find out what it takes to become an effective leader. Discover your style of leadership. Discuss task completion, building relationships with your subordinates, becoming socially perceptive to changes in the workplace, utilizing your emotions in a positive and effective manner, and addressing challenging goals. Also learn the unspoken secrets leaders know and strategies they employ for influencing others.

Course ID: LEADD

Online \$395

Start dates: Apr 7, May 5



Supervisory & Leadership Certificate

Your employees are your most valuable resources. Get practical, easy to understand, and insightful methods for new and even experienced supervisors and managers. Learn about effective delegation, performance management, and writing performance reviews. Discuss the specifics of the supervisor's role and responsibilities, and strategies for improving your overall effectiveness as a leader.

Course ID: SUPLD

Online \$395

Start dates: Apr 7, Jun 2



Certificate in Workplace Communication

Good communication is critical to your career advancement and success. Come get a workable conflict management model, along with successful and practical conflict management strategies. Then work with a pro to learn how to improve your negotiation skills for a win-win outcome, including helping others to get what they want, so you get what you want. Find out more about yourself and others using personality profiles for better work performance.

Course ID: WPCOM

Online \$595

Start dates: Feb 3, Mar 3



COOKING

NEW In a Pickle (Pickling)

Discover the newest and safest pickling procedures. From fresh refrigerator pickles to delicious dill pickles, salsa and pickled peppers, Grandma's pickled beets and trendy pickled asparagus, this session is packed with information and 'how to' demonstrations. You will also receive recipes to take home. Offered in partnership with Atco Blue Flame Kitchen.

Course ID: PICKL

SAL \$25 | 2 Hrs

May 22 (Th) 6:30 - 8:30 pm

NEW Getting Ready to Jam

Homemade jams and jellies are rewarding and fun - perfect for sharing with family and friends too! Explore the 'how to's' of making jam or jelly in your own kitchen using luscious summer fruit. Enjoy a discussion and demonstration of jams with pectin, quick small batch refrigerator jams, freezer jams, how to process in a boiling water bath and more. You also get to take the recipes home with you. Offered in partnership with Atco Blue Flame Kitchen.

Course ID: BFJAM

SAL \$25 | 2 Hrs

May 29 (Th) 6:30 - 8:30 pm

**NEW Spring Chicken**

One chicken, several meals! Experience deboning a whole chicken and use the meat to make several different dishes. Complete the evening by enjoying your culinary creations at a sit down meal.

Instructor: Bill Taylor

Course ID: CHIKN

SAL \$55 + \$25 supplies | 3 Hrs

Apr 30 (W) 6 - 9 pm

NEW Roast Beef Dinners

Do you know how easy and versatile a beef roast can be? From a home cooked roast dinner with all the fixings, to bbq beef on a bun or even roast beef sandwiches with au jus, this is an easy and wholesome dinner option for your family to enjoy.

Instructor: Sandy Spates

Course ID: ROAST

SAL \$55 + \$20 materials | 3 Hrs

Mar 20 (Th) 6 - 9 pm

“ Lots of fun and great food. I can hardly wait to try it at home.”

Student, Greek Cuisine

Greek Cuisine

Create an entire Greek feast! Prepare Greek salad, moussaka, spanakopita, pork souvalaki, lemon oven roasted potatoes, stuffed peppers and egg plant with cheese sauce. And for dessert...baklava. Cook, eat and enjoy!

Instructor: Bernadette Gomms

Course ID: GREEK

SAL \$55 + \$20 supplies | 3 Hrs

Apr 24 (Th) 6 - 9 pm

NEW Cupcakes

Discover how easy it is to bake homemade cupcakes that take ordinary chocolate and vanilla to extraordinary! Also learn the basics of homemade buttercream and piping techniques. Bake, eat and enjoy!

Instructor: Leslie-Anne Oshust

Course ID: CCAKE

SAL \$55 + \$25 supplies | 3 Hrs

Apr 16 (W) 6 - 9 pm

LAW

Alberta **LAW**
FOUNDATION

The Law courses listed below are offered in partnership with the Alberta Law

Foundation. These courses do not provide legal advice but are instead intended to provide the public with education regarding basic legal principles. Subsidies are available to support low-income learners registering for Law courses. For additional information contact (780) 467-7292.

Being an Executor

What is involved in being an executor and probating a will? Know whether to accept or decline an offer to be an executor and when to seek legal and accounting advice.

Instructor: Wanda Fawcett, B.A., LL.B.

Course ID: EXCTR

SAL \$20 | 2 Hrs

Apr 16 (W) 6:30 - 8:30 pm

Will & Estate Planning

Why do you need a will? Find out about the importance of a will and the essentials of estate planning for you and your family. Learn how to plan for joint ownership, designated beneficiaries, personal directives and more.

Instructor: Wanda Fawcett, B.A., LL.B.

Course ID: WILES

SAL \$20 | 2 Hrs

May 22 (Th) 6:30 - 8:30 pm

Child & Spousal Support

Define child and spousal support implications for separating couples, whether they were married or unmarried. Uncover the underlying goals of support, how to determine who pays and the appropriate amount.

Instructor: Vincent Tong, B.A., LL.B. /

Barry King, B.Sc., LL.B.

Course ID: CHDSS

SAL \$20 | 2 Hrs

Apr 16 (W) 6:30 - 8:30 pm



*Remain open to
continuous learning...*

NEW **Buying & Selling Your Home Privately**

Commission free real-estate is a popular route among many home owners. Learn what you need to know about the legal process and paperwork needed in order to facilitate a smooth sale or purchase of real-estate without a realtor.

Instructor: Vincent Tong, B.A., LL.B. /

Barry King, B.Sc., LL.B.

Course ID: PRVHM

SAL \$20 | 2 Hrs

May 13 (T) 6:30 - 8:30 pm

Family Law 101

Understand the basic principles of matrimonial property law, separation agreements, divorce, custody, child support and spousal support.

Instructor: Vincent Tong, B.A., LL.B. /

Barry King, B.Sc., LL.B.

Course ID: FAMIL

SAL \$20 | 2 Hrs

Mar 20 (Th) 6:30 - 8:30 pm

Register Online

It's quick, easy and secure.

Register 2 or more people and save!

Register with your friends and you all receive a 10% discount off registration fees. Everything is more fun with friends!

NEW Smart Phones, Safe Teens

Find out about the current trends in youth smartphone use that could be cause for concern, how to recognize them, and how to protect your kids from potential danger related to smartphone use.

Instructor: Katie Kitschke

Course ID: SMTPH

SAL \$25 | 2 Hrs

Mar 18 (T) 7 - 9 pm

NEW Archery

You will gain an understanding of the basic techniques and disciplines involved in archery. Learn skills to shoot with relative accuracy. Hands-on experience!

Instructor: Brandon Salyzyn

Course ID: ARCHR

BFH \$69 | 4.5 Hrs

Apr 28, 30, May 5 (M/W) 7 - 8:30 pm



NEW Resolving Conflict with Confidence

Do you struggle to find the right words when trying to resolve a conflict? Discover tools that will allow you to reduce conflict through the use of good communication strategies and by understanding individual conflict styles. Come away from potential conflicts feeling confident in the resolution and the way you handled yourself. This course is offered in partnership with Strathcona County Community Mediation

Course ID: RSVCF

SAL \$20 | 3 Hrs

Apr 8 (T) 6 - 9 pm

Sewing Project Basics

Gain basic sewing skills and put them to practice as you construct your own apron. Choosing fabric, getting to know the sewing machine, reading patterns, cutting, transferring markings, directional stitching, binding and topstitching techniques will all be explored. Supply list will be provided upon confirmation of sufficient enrollment.

Instructor: Alison Drohan

Course ID: SSURV

SAL \$129 | 8 Hrs

Apr 17 - May 8 (Th) 6:30 - 8:30 pm

Join the 3D Maker Revolution

Experiment using a 3D printer, CNC plasma cutter, CNC router and a 2D vinyl cutter to make objects and parts as you would see in Make Magazine, at Maker Fair or in other DIY enthusiast communities such as Hack a Day.

Instructor: David Hay

Course ID: MAKER

SAL \$89 + \$15 materials | 7.5 Hrs

Apr 30, May 7, 14 (W) 6:30 - 9 pm

NEW Stress Management & Conflict Resolution

COLORSPECTRUMS™

Reveal your blue, green, red and yellow shadow characteristics to better manage stress and conflict in your life. Bright colours are how you are. Pale colours are how you are not.

Instructor: Rob Chubb

Course ID: COLST

SAL \$49 + \$5 materials | 3 Hrs

Apr 23 (W) 6:30 - 9:30 pm

NEW Brightening Pale Colours

COLORSPECTRUMS™

You CAN brighten your pale colours! Who you are is constant. How you are is constantly changing. Join in on this fun and interactive class.

Instructor: Rob Chubb

Course ID: COLPL

SAL \$49 + \$5 materials | 3 Hrs

May 21 (W) 6:30 - 9:30 pm

Connect with others...

Healthy Digestion Naturally

Examine the functions of a healthy digestive system, what can go wrong (from acid reflux to Colitis) and how you can manage your digestive health using natural methods.

Instructor: Dr. Tamara Eriksen, ND

Course ID: DIGNT

SAL \$59 | 6 Hrs

May 8, 15 (Th) 6 - 9 pm

Healthy Hormones Naturally

Examine the basics of hormone physiology – where and how hormones are produced, what their functions are and how they are used by the body. Also explore how you can support healthy hormone function through what you eat.

Instructor: Dr. Tamara Eriksen, ND

Course ID: HRMN1

SAL \$99 | 9 Hrs

May 22, 29, Jun 5 (Th) 6 - 9 pm

GOLF

Location: Long Shotz Range, 53139 Hwy 21
(2 km N of Baseline Rd, Sherwood Park)

Swing into Spring

For adults of all skill levels including novices! Improve upon the core fundamentals and your swing technique. Relax and have fun while you learn golf at your own pace.

Fee: \$125 | 4 Hrs

Apr 21, 28, May 5, 12 (M) 6 - 7 pm

Apr 22, 29, May 6, 13 (T) 7:15 - 8:15 pm

May 3, 10, 17, 24 (Sa) 11 am - noon

May 26, Jun 2, 9, 16 (M) 7:15 - 8:15 pm

May 27, Jun 3, 10, 17 (T) 6 - 7 pm

Jun 7, 14, 21, 28 (Sa) 11 am - noon

Jun 30, Jul 7, 14, 21 (M) 6 - 7 pm

Jul 8, 15, 22, 29 (T) 7:15 - 8:15 pm

Get a Grip on Your Short Game

Improve your skills in putting, chipping, pitching and bunker play. You will find a better short game is the easiest way to cut down your score and frustration. Bring your putter to the first lesson.

Fee: \$125 | 4 Hrs

Apr 30, May 7, 14, 21 (W) 6 - 7 pm

May 1, 8, 15, 22 (Th) 7:15 - 8:15 pm

Jun 4, 11, 18, 25 (W) 7:15 - 8:15 pm

Jun 5, 12, 19, 26 (Th) 6 - 7 pm

Junior Golf Swing

Get your kids started off on the right foot. Basic swing technique, fundamentals as well as short game shots will be introduced. Rules and etiquette are also discussed. The goal is to have fun while gaining skills!

Fee: \$114 | 4 Hrs

JUNIOR 1 (AGES 5 - 9):

May 3, 10, 17, 24 (Sa) 12:15 - 1:15 pm

Jun 7, 14, 21, 28 (Sa) 1:30 - 2:30 pm

JUNIOR 2 (AGES 10-16):

May 3, 10, 17, 24 (Sa) 1:30 - 2:30 pm

Jun 7, 14, 21, 28 (Sa) 12:15 - 1:15 pm

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PHOTOGRAPHY**Lighting for Photography**

It has been said that to craft a photograph is to craft the light. The right lighting can drastically improve the quality of your digital photography. Come learn how light can effect your photos.

Instructor: Larry Fowler
 Course ID: PHLGT
 SAL \$49 | 3 Hrs
 May 12 (M) 6 - 9 pm

NEW Nature Photography

Explore the basics of photo composition and lighting to produce stunning photographs of landscapes, flowers, and animals.

Instructor: Larry Fowler
 Course ID: NATPH
 SAL \$49 | 3 Hrs
 Jun 2 (M) 6 - 9 pm

NEW Architecture

Anyone who has a camera has probably taken a picture of a tourist landmark or interesting building. Uncover techniques for composing shots and capturing details of interesting architecture that is coffee table book worthy!

Instructor: Larry Fowler
 Course ID: ARCPH
 SAL \$49 | 3 Hrs
 Jun 10 (T) 6 - 9 pm

Photos on Your iPad

The iPad can be a useful photography tool. Find out how to use it for quick review, editing photos and presenting slideshows. To learn more about your iPad find "iPad" and "iPad II" in the Computer section.

Instructor: Edna Dach
 Course ID: PIPAD
 SAL \$45 | 2.5 Hrs
 Apr 14 (M) 6:30 - 9 pm

NEW Hold the Phone!

Phones are the camera in your pocket that let you capture important and spontaneous moments wherever you are. Learn how to take great shots and to edit, transfer and print your photos - all from your phone.

Instructor: Edna Dach
 Course ID: HOLPH
 SAL \$45 | 2.5 Hrs
 Mar 24 (M) 6:30 - 9 pm

NEW Outdoor Family Portraits

(DSLR CAMERAS)

Use the great outdoors as a backdrop for your homemade photoshoots. Discover the right techniques and equipment needed to create moments with your family you will be proud to display on your walls. Put your skills to practice using other participants as models. You will have an opportunity to model too! Bring your camera and a USB to class.

Instructor: Larry Fowler
 Course ID: OUTPH
 SAL \$49 | 3 Hrs
 Jun 18 (W) 6 - 9 pm

Find your talent...

Learn in Fort Saskatchewan!**NEW Outdoor Family Portraits**

(DSLR CAMERAS)

Instructor: Tiffany Hemmingway
 Course ID: OUTFM
 RHJ \$75 | 4.5 Hrs
 May 29, Jun 5 (Th) 6 - 8:30 pm/6 - 8 pm

LIFE & LEISURE

Pole Trekking

Turn a simple walk around the block or track into an efficient, effective, aerobic, total-body workout! It's fun & easy for everyone— from the casual, average walker to the serious, athletic walker as well as those with joint problems.

Instructor: Alison Drohan

Course ID: POLTR

SAL \$49 | 3 Hrs

May 22, 29, Jun 5 (Th) 7 - 8 pm

“Very informative! The instructor provided a lot of time to practice our new found knowledge!”

Student, Pole Trekking

NEW Know Your Vehicle

Are you a "get in and drive" kind of person who wants to know more about the simple mechanics and maintenance of your vehicle? Find out how to change your own tire in an emergency and perform simple maintenance to avoid a costly bill at the repair shop. Also discover commonly used mechanical terms so you will know what your auto repair shop is talking about!

Instructor: Ben Meierhofer

Course ID: CARMN

SAL \$35 | 2 Hrs

Mar 20 (Th) 6 - 8 pm

NEW Hair 101

Do you have hair envy? See a great hair style and wonder "how did she do that?" Find out in this hands on class that will cover quick and easy-to-do, every day hair styles, as well as do it yourself up-do's fit for a night on the town, a hot date, or a formal event! Braids, buns and curls will all be covered by our talented hair stylist! Join with a friend and receive a 10% discount.

Instructor: Stephanie Carr

Course ID: BHAIR

SAL \$35 | 2 Hrs

Apr 30 (W) 7 - 9 pm

NEW Blogging

Find out about the foundational concepts of blogging and strategies to maintain a successful one. Also explore the benefits of working in an online environment and how to effectively use social media applications. If you prefer learning online check out Blogging and Podcasting for Beginners.

Instructor: Sunil Agnihotri

Course ID: BLOGG

SAL \$49 | 3 Hrs

Apr 10 (Th) 6 - 9 pm

NEW DIY Bouquets

Planning a wedding and looking to save money? Making your own wedding bouquets is a great way to start. Find out about the tools you need to get started, where and how to purchase your flowers, and the basics of assembling simple yet fabulous bouquets. This is a hands-on experience. Register with your wedding party to make it a pre-bachelorette bonding experience!

Instructor: Leslie-Anne Oshust

Course ID: WEDBQ

SAL \$39 + \$30 materials | 2 Hrs

Apr 22 (T) 6 - 8 pm

NEW DIY Centerpieces

Are you on Pinterest looking for theme ideas and inspirational DIY wedding projects? Why not personalize your wedding centerpieces with your own touch? Join an experienced florist and wedding designer as you discover ways to incorporate florals into your wedding centerpieces at a price that makes sense to your budget. Conquer centerpieces with hands- on experience.

Instructor: Jennifer David/Kerry Parsons

Course ID: WEDCP

SAL \$49 + \$45 materials | 3 Hrs

Mar 19 (W) 6 - 9 pm



Mar/14 - Aug/14

nextSTEP



NEXT STEP

CONTINUING EDUCATION

EDUCATION REVOLVING AROUND you

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