

All Roads Lead to Niagara

LOOK INSIDE!

Credit and Credit-Free Classes

- Continuing Legal Education (CLE)
"Indemnity Onstage"
- Police Academy
- Military Online Courses
- Certificate in Financial Planning
- Paralegal

FALL at Niagara

continuing education

Niagara University • PO Box 2029, Dunleavy Hall 103, 14109 • 716.286.8181
www.niagara.edu/ce

Wanted: Great Course Ideas and Instructorspg. 19

2014 Fall Sessions

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These icons mean **NEW** and **ONLINE** courses!



Logo indicates class is held at
Lewiston-Porter Schools.



Become a **POLICE OFFICER**

Now Accepting Applications!

Niagara County Law Enforcement Academy (NCLEA) at NU



59th Part-Time Academy

The Niagara County Law Enforcement Academy (NCLEA) at Niagara University is a partnership between the Niagara County Sheriff's Department (Office), Niagara Falls Police Department and Niagara University's Criminal Justice and Continuing Education departments. The academy has been approved by the Division of Criminal Justice Services (DCJS) to train pre-employment recruits.

Sept. 2, 2014 – May 13, 2015

Tuesday - Thursday: 4:00-8:00pm

Saturday: 8:00am – 5:00pm

Apply today www.niagara.edu/nclea

Professional Development and Credit-Free Courses

www.niagara.edu/ce • 716-286-8181

Arts & Crafts

Beginning & Intermediate Crochet

Crocheting is a wonderful thing and back in style. A great introductory class that allows you to learn and create a legacy with your family. For those who have mastered the basics learn more complicated stitches and how to read patterns. All you need for the first class is a K hook and light colored 4ply yarn which is usually less than \$6 at any craft store. Sign up today and bring your friends! Ages 16 or older. Anyone younger must sign up with an adult.

Instructor Diana Reneau, crochet expert

Wed, Oct 1-Nov 5

(6 sessions)

6-8pm

\$24



Light It Up

Join us for a creative, productive, enlightening experience. Two sessions will take you from choice selection to completion of a unique accent light to enhance your home for the holidays or to give as a special gift. Materials include student choice of one glass block and a set of mini lights. Additional supplies will be required by students and will be discussed at the first session.

Instructors: Diane Woodcock and Lorelei Luther, craft enthusiasts

Wed, Oct 8-15

(2 sessions)

6-8pm

\$39

Dried Hydrangea Wreath Making

Preserve the beauty of summer as you are guided through the process of drying and arranging beautiful hydrangea into a wreath for you to enjoy. Easy to follow instructions on how to dry other flowers and their creative uses will also be discussed. This class includes all the beautiful flowers and materials for you to showcase in your home.

Instructor: Diane Woodcock (florist) and Lorelei Luther

Tue, Sept 23

6-9:30pm

\$44 (Includes all materials)

Dunleavy Hall

Quilting For Beginners

Quilting is back and you will create a beautiful table runner to cherish forever. You will learn the basics of quilting; fabric quality; rotary cutting; patchwork piecing; binding techniques and so much more. Students should bring flat head pins; scissors; cutting mat; ruler; rotary cutters and 3 coordinated fabrics of ½ yard each. A sewing machine that is easy to carry is optional.

Instructor: Marilyn Harbison, experienced quilter

Sat, Sept 27-Oct 18

(4 sessions)

9-11am

\$39

Next Level Quilting

If you have mastered the basics of quilting it is time to take it a step further. Create your own masterpiece by learning paper piecing techniques and the applique process. Complete a class project or bring your own project to work on and learn additional techniques. Students should bring flat head pins; scissors; cutting mat; ruler; rotary cutters and 4 coordinated fabrics of ¼ yard each. A sewing machine that is easy to carry is optional.

Instructor: Marilyn Harbison, experienced quilter

Sat, Oct 25-Nov 15

(4 sessions)

9-11am

\$39



Scrapbooking: The Digital Way

Enter a brand new way to scrapbook and create a digital scrapbook in minutes. Digi-scrapbook your way to new memories with customized photos, journaling and embellishments. Learn how to use simple photo editing tools to create a masterpiece online. Basic computer skills are required.

Instructor: Suzana Sobot, Continuing Education

Mon, Oct 20-Nov 17

(5 sessions)

6-8pm

\$39



Pinterest: What's it all about?

Pinterest is a visual discovery tool that you will use to collect ideas for your different projects and interests. You can create and share visual bookmarks that can be used to do things like plan trips and save an article or recipes. Learn how to "Pin" other ideas, create organizational boards and even Pin your own ideas. Students should have their own email and password for class. Basic computer skills are required.

Instructor: Suzana Sobot, Continuing Education

Wed, Oct 15

6-8pm

\$19

Beginning and Advanced Oil Painting Workshop

Create beautiful works of art in the popular art of oil painting. Class is designed so you can easily learn the fundamentals and techniques of oil painting, as well as how to use its materials. This step-by-step course provides individual critiques of the students' oil work. Supplies are available for purchase in the studio. Special skills needed: a willingness to learn and be creative.

Instructor: Ruth L. Thomas, oil and drawing artist

Tue, Sep 16-Nov 4

(8 sessions)

10am-12:30pm

\$89

Niagara Arts & Cultural Center, room 116

1201 Pine Avenue, Niagara Falls

After Hours Oil Painting

If you are interested in oil painting but have a busy schedule, then this class is for you! An evening class will enable you to relax and unwind while expanding your creativity. Beginning and advanced students will easily learn the fundamentals and techniques of oil painting and how to use the materials. Supplies are available for purchase in the studio.

Instructor: Ruth L. Thomas, oil and drawing artist

Thu, Sep 18-Nov 6

(8 sessions)

7-9:30pm

\$89

Niagara Arts & Cultural Center, room 116

1201 Pine Avenue, Niagara Falls

Watercolor Painting

Bring your artistic talents to new levels. Whether you are a beginner or at the intermediate level, you will learn the fundamentals and new techniques of watercolor painting. No supplies are needed the first night and additional supplies will be discussed.

Instructor: Shawn Kosmala, artist & photographer

Tue, Sep 30-Nov 4

(6 sessions)

7:15-9:15pm

\$69

NYS Notary Public Preparation Class

Get prepared for the NYS Notary Public examination using actual case studies and materials that will familiarize you with notarial documents and test-taking skills. Enhance your resume and productivity for your business or employer as a Notary Public.

Instructor: Cynthia Coney-Trowman, Notary Public

Sat, Oct 25

9am-noon

\$39



Social Media Boot Camp

93% of marketers use social media for business – are you? Did you know that the fastest growing demographic on Twitter is the 55–64 year age bracket? Are you looking to earn more money for your business? What is the latest trend and how do you manage all the social media for your business? This Social Media Boot Camp will provide you with all the answers and allow you to discuss strategies for your media marketing. **Bring your smartphone, favorite apps, iPads and anything else that you want to bounce off of our social media experts. This program is not in a computer lab.** Participants must have basic computer knowledge and access to your social media accounts if you have them (Facebook, LinkedIn, Twitter, and any other media outlets)

Instructors: Tom Burns and Michael Freedman, Niagara University Public Relations Department

Thu, Oct. 2

9am- 2pm

\$95 Includes lunch and free flash drive

Bisgrove Hall room 350, Niagara University

Computers for Absolute Beginners

Join an inviting computer class where asking questions is the way we will learn together. The goal is for you to feel comfortable using the computer and the internet. This hands-on class allows you to sit in front of a computer and learn the hardware, software, internet, and basic Windows 8 operations. Don't let the computer world "surf" by you. Sign up today!

Instructor: Danyelle Moore, technology trainer

Sat, Oct 11-25

(3 sessions)

10:00am-noon

\$59



Introduction to QuickBooks 2014

Learn how QuickBooks accounting software makes it easy 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. In 12 lessons, you'll master the tools you'll 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.

Open 24/7 for 6 weeks

Start Dates: Sept. 17, Oct. 15, Nov. 12, Dec. 17

\$165

online at www.niagara.edu/ce



What is the Cloud?

If you have trouble answering this question, you're not alone. In this course, we'll explore how the cloud works, what drives its incredible growth, and how you can use cloud services. And don't worry if you're not tech-savvy! We'll relate the cloud to things you encounter every day, using practical, non-technical language. Examine how Facebook and Twitter contribute to the cloud, and how apps go from idea to app store.

Open 24/7 for 6 weeks

Start Dates: Sept. 17, Oct. 15, Nov. 12, Dec. 17
\$165

online at www.niagara.edu/ce



Accounting Fundamentals

Demand for accounting professionals currently exceeds supply. If you're interested in increasing your financial awareness while also gaining a marketable skill, this course is for you. You'll learn the basics of double-entry bookkeeping, as well as how to analyze and record financial transactions. You'll get hands-on experience with handling accounts receivable, accounts payable, payroll procedures, sales taxes, and various common banking activities. We'll cover all the bases, from writing checks to preparing an income statement and closing out accounts at the end of each fiscal period. Whether you're a sole proprietor looking to manage your business finances or you simply want to gain an understanding of accounting basics for career advancement, this course will give you a solid foundation in financial matters.

Open 24/7 for 6 weeks

Start Dates: Sept. 17, Oct. 15, Nov. 12, Dec. 17
\$125

online at www.niagara.edu/ce



iPad for Beginners

A perfect class for those who have received an iPad as a gift or a hand-me-down and want to know more about how it works. Bring your iPad to this hands-on session and find out the features the iPad can offer you. We will explore the built in features as well as useful apps. Questions are welcomed, so bring them with you. Students must have their own iPad and are encouraged to bring their Apple ID and password.

Instructor: Danyelle Moore, online specialist

Wed, Sep 24 or Oct 1

(1 session)

6:30-8:30pm

\$29

iPad, Apps, and More

Do you ever wonder what else you could be doing with your iPad other than play Angry Birds? Bring your iPad to this hands-on session and find out the Top 10 Apps to make your life easier and more fun. Students must be able to download an app using their own iPad Apple ID and password during this class.

Instructor: Danyelle Moore, online specialist

Tue, Oct 7 or Oct 14

(1 session)

6:30-8:30pm

\$29

More than a vacation.



The Great Guatemalan Challenge

An affordable, off-the-grid adventure for the spiritually minded traveler.

Jan 11-18, 2015

Info Session – Sept. 9 @ 5:30pm

Please pre-register for the info session

www.niagara.edu/ce

Complete information online



NUSTEP Niagara University Senior Term Enrichment Program

Attention High School juniors and seniors!

- Earn College Credit while you are in high school
- Discounted cost – Save tuition money
- Accredited program
- Challenging programs

www.niagara.edu/nustep or 716.286.8181



Introduction to SQL

Learn the key concepts of Structured Query Language (SQL) and gain a solid working knowledge of this powerful and universal database programming language. You'll learn the basic structure of relational databases, how to read and write simple and complex SQL statements, and advanced data manipulation techniques.

Open 24/7 for 6 weeks

Start Dates: Sept. 17, Oct. 15, Nov. 12, Dec. 17
\$125

online at www.niagara.edu/ce



Medical Terminology: A Word Association Approach

You will learn medical terminology from an anatomical approach. Root terms are divided by each body system. The origin, a combined form, and an example of non-medical everyday usage is provided for each root term. Word Associations are provided as a learning tool. Unusual and interesting information is provided in regards to each term. Root terms are combined with prefixes and suffixes as your learning will culminate in the interpretation of several paragraphs of medical notes.

Open 24/7 for 6 weeks

Start Dates: Sept. 17, Oct. 15, Nov. 12, Dec. 17
\$125

online at www.niagara.edu/ce



HIPAA Compliance

Are you a health care professional or considering a career in the health care industry? Do you provide products or services to a health care organization? If the answer to either of these questions is yes, then it's mandatory that you understand the requirements of HIPAA, ARRA, AND HITECH compliance. This groundbreaking legislation requires all health care professionals to take careful steps to protect private information. But what exactly does HIPAA, ARRA, and HITECH require? We'll use real-world examples to help explain the Privacy Rule, which governs patient rights, disclosure of protected health information (PHI), business associates, and many other relationships within the health care industry. By the time you finish this course, you'll be confident and capable of implementing HIPAA, ARRA, and HITECH's requirements in your own organization. If you're just starting your career in the health care field, you'll have a priceless addition to your resume.

Open 24/7 for 6 weeks

Start Dates: Sept. 17, Oct. 15, Nov. 12, Dec. 17
\$165

online at www.niagara.edu/ce

Become a CFP®

Certificate in Financial Planning Professional Continuing Education

Financial Planning is one of the fastest growing and well-paid career paths and the CFP® certification is both valuable and desired in the financial world. Start a rewarding new career or add a professional certificate to your current position.



Niagara University is a CFP® Board Certified educational provider. Successful completion of this professional development certificate and other qualifications will allow students to be eligible to take the CFP® certification exam.

- Complete your certificate in one year starting every fall or enroll in classes based upon your schedule
- Classes conveniently offered on Saturdays
- Five week modules
- Expert instructors

Niagara University's Professional Development Certificate prepares you for an exciting career in financial planning.

Classes begin every six weeks.

www.niagara.edu/ce

NIAGARA UNIVERSITY

Education That Makes a Difference

EMT Training

Emergency Medical Technicians (EMTs) care for the sick or injured in emergency medical settings. People's lives often depend on their quick reaction and competent care. EMTs respond to emergency calls, performing medical services and transporting patients to medical facilities. Employment of (EMTs) is projected to grow 23 percent through 2022, much faster than the average for all occupations.

Contact us today to enroll in this rewarding career program.
www.niagara.edu/ce



Public Safety & Emergency

Basic EMT Original

This course introduces the student to basic life-support knowledge, skills and concepts as recognized by the New York State Department of Health. Upon successful completion of the course and a state practical skills examination, the student will be allowed to sit for the NYSDOH written Certification examination. Course content includes the legal aspects of emergency care, medical and trauma assessment, blood-borne pathogens and universal precautions, airway management and adjunct usage pharmacology and emergency medication administration, CPR and Automatic External Defibrillation, hemorrhage control, spinal immobilization, fracture management, hazardous materials awareness, childbirth, weapons of mass destruction awareness, and environmental and medical emergencies. Students successfully completing the course will be issued certificates by Niagara University and the American Heart Association for their CPR and AED certification cards.

Tue & Thu, beginning Aug 28

6:30-9:30pm

\$700

Individuals associated with their local volunteer fire dept. are eligible for funding.

Please contact Continuing Ed at 286-8181

Niagara University

Dunleavy Hall, room 127



EMT-D Refresher/Challenge

A training program designed to be adaptable to the needs of the recertifying basic EMT-D whose certification has not expired or the basic EMT whose certification has lapsed. Each student is required to complete a challenge exam, after which the student's performance is reviewed and an individual needs program developed. Upon successful completion of the course and a state practical skills examination, the student will be allowed to sit for the NYSDOH written certification examination. This course challenges as well as prepares the basic EMT to recertify. It presents a general overview of the Basic EMT Original curriculum while bringing the student up-to-date with recent NYS standards and protocols.

Tue & Thu, beginning Aug 28

6:30-9:30pm

\$350

Individuals associated with their local volunteer fire dept. are eligible for funding. Please contact Continuing Ed at 286-8181

Niagara University

Dunleavy Hall, room 127

e. **Think more.** Discover more. Learn more
ieve more. Get more. **Grow more.** Achieve
ore. **Learn more.** Discover more. Think m
e. Believe more. Get more. **Explore more.** C



For more than 155 years, Niagara University has been educating students in the Catholic and Vincentian tradition, with an emphasis on lifelong learning and service to others.

- 97% of recent Niagara graduates are working or attending graduate school.
- Niagara students contribute 1,000 hours of community service each week during the academic year.
- Niagara offers more than 80 majors, 56 minors, six pre-professional options.
- Niagara has 19 graduate programs, and a doctoral program in leadership and policy.
- 98% of Niagara's incoming freshman class receive financial aid.

You can visit Niagara during one of our upcoming Open House events, or schedule a personal visit by calling **1.800.462.2111** or visit us online at **www.niagara.edu**.



**NIAGARA
UNIVERSITY**

Education That Makes a Difference



You've Got Talent

We know you've been watching the shows and thinking, "Do I have the talent to audition?" Get a sneak peek into the world of acting and show business. Our professional director/actor/teacher will take you through the basics and offer tips to increase your chances in auditions, and perhaps in public speaking and other job interviews as well.

Instructor: Doug Zschiegner, Associate Director Niagara University Theatre

Tue, Oct 21

6-8pm

\$29

Leary Theatre, Niagara University

Get Paid to Talk: Making Money with Your Voice

Have you ever been told you have a great voice? From audio books and cartoons to documentaries, commercials, and more, this class will introduce you to the growing field of voice over. Today, the range of voices hired has grown dramatically from the days of announcers. Learn what the pros look for, how to prepare, and where to find work in your area! We'll discuss industry pros and cons and play samples from working voice professionals. In addition, you'll have an opportunity to record a short professional script under the direction of our teacher. This class is lots of fun, realistic, and a great first step for anyone interested in the voice over field. In an effort to ensure a quality class experience, we must limit attendance!

For more information please visit:

www.voicecoaches.com/gpptt.

Instructor: Voice Coaches Services

Wed, Oct 22

6:30-9pm

\$19



Grammar Refresher

Revive your lost or forgotten knowledge of English grammar and gain confidence in your ability to produce grammatically correct writing. Whether you're a student or professional, a published or beginning writer, this course will help you navigate and master the linguistic twists and turns inherent in English grammar. Grammar is fun if you know the rules. A patient instructor will support you throughout the course, and plenty of interactive exercises will give you ample opportunity to put into practice everything you learn.

Open 24/7 for 6 weeks

Start Dates: Sept. 17, Oct. 15, Nov. 12, Dec. 17

\$125

online at www.niagara.edu/ce



Defensive Driving Course

Offers you a 10% discount on auto insurance. Niagara University offers defensive driving courses in association with the New York Safety Program. Completing the course entitles you to a 10 percent discount on your automobile insurance premiums in the state of New York each year for three consecutive years. The Department of Motor Vehicles will also deduct up to four points from your driving record if points were assigned in the last 18 months. Certain restrictions apply to the point reduction privilege. Niagara University urges all drivers, whether youthful, experienced, or mature, to take this six-hour defensive driving course.

Instructors: NYSP certified teachers

Saturdays

Sep 13, Oct 11, Nov 8, Dec 13

9am-3pm

\$35

Dunleavy Hall 103



Get Amped with Guitar

Don't say to yourself "I wish I could play guitar like that," because now, you can. Take this simple, easy-to-learn program from one of the best guitarists in the area and start playing. Students should bring a basic classical guitar to this group lesson class. Start today and soon you'll be playing the way you've always wanted to.

Instructor: Jamie Holka, third place, North

American Rock Guitar Competition

www.jamieholka.com

Mon, Oct 6-Dec 1(excl 10/13)

(8 sessions)

6:30-8:30pm

\$99



Wine, Words and Tasting for Dummies

Did you ever wonder about the words used to describe wines and how they relate to actual tastes that you can pick out in a wine? Come join us at Chateau Niagara Winery where we will help "demystify" wine tasting through a description of the wine tasting process. We will follow up with sampling the various flavors often described in wines, then finally working with actual wine samples you will be able to pick out the flavors and be able to write your own "wine words". You must be 21 or older to sign up for the class and IDs will be checked at the winery. Map to the location is available online at www.chateauniagarawinery.com

Wed, Sept 24

6-8pm

\$29

Location: Chateau Niagara Winery,
2466 West Creek Rd. Newfane, NY 14108

Beginner Ballroom Dancing

Don't be a wallflower at your next dance, wedding, or party! If you've always wanted to learn how to ballroom dance, this is the right place for you. Learn to dance for fun and fitness! This course on social dancing will get you on the dance floor in no time as you learn the Waltz, Foxtrot, Tango, Cha-cha, Rumba, Swing and Samba dances.

Instructor: Joevene Viola, dance teacher.

Thu, Sep 18-Nov 20

(10 sessions)

6-7pm

\$79

Gallagher Lower level

Intermediate Ballroom Dancing

For those who have mastered the beginner level of ballroom dancing the intermediate level offers more steps with added patterns and styling. By the end of the course, you will have the experience and confidence to advance to the next level.

Instructor: Joevene Viola, dance teacher.

Thu, Sep 18-Nov 20

(10 sessions)

7-8pm

\$79

Gallagher Lower Level

Advance Ballroom Dancing

In the advance course you will develop more confidence as you combine your patterns and learn more floor craft and technique, making you maneuver and look smoother on the dance floor. Dancing is a great way to stay fit and develop lasting friendships.

Instructor: Joevene Viola, dance teacher

Thu, Sep 18-Nov 20

(10 sessions)

8-9pm

\$79

Gallagher Lower level

American Sign Language The Easy and Fun Way

You've picked a great topic to study and learn. American Sign Language is a useful skill that can open up a new world of relationships and it is fun to learn. You will cover an introduction to communication which emphasizes the basic level sign, words, and phrases. You and your friends will also be able to finger spell, learn basic sign principles, as well as an introduction to cultural information. A must take class.

Instructor: Kathy DuBois, experienced

sign language instructor

Sat, Sep 20-Nov 8

(8 sessions)

9-11am

\$59



Wow, What a Great Event!

Learn how to create and coordinate successful special events. Develop skills, find resources and gain confidence to plan and produce any size or type of event. This course reveals proven tips, tools, techniques, and procedures used by experts and master event planners to help you avoid embarrassing and costly planning errors or production mistakes. You'll be so excited with your newly gained confidence and expertise that you'll want to start planning your next event even before this course is over.

Open 24/7 for 6 weeks

Start Dates: Sept. 17, Oct. 15, Nov. 12, Dec. 17

\$125

online at www.niagara.edu/ce

Crazy for Cupcakes

Everyone's face lights up when cupcakes are served. Now, with Wilton Cupcakes, you can make the most smile-worthy treats around. Will show you how to decorate cupcakes that are colorful and fun inside and out with amazing designs that are easy to create! Discover exciting new baking cup shapes, dazzling designs, tasty toppers and more easy ways to serve the perfect cupcake that will thrill your family and friends.

Tue, Dec 2

6:30-8:30pm

\$25

Introducing

The New Wilton Method Redesign

No matter what your skill level, we have a class for you. The New Wilton Method Courses feature a fun and friendly experience that will teach you the latest techniques to learn and improve all the decorating skills you need for any project.



Wilton Course 1: Building Buttercream Skills

Fresh inspiration and modern cake design are presented in this new class. Learn a variety of classic buttercream decorating techniques, including 6 different piped flowers, which will give you extraordinary results for application. Discover how to pipe lines and make simple borders, letters and shapes on your cake. Learn how to transfer images to a cake to decorate or make icing the right consistency. Does not include class materials. Class materials may be purchased from regional craft chains.

*Instructor: Laurie Popielarski,
Wilton Method Instructor*

Mon, Sep 15-Oct 6
(4 sessions)

6:30-8:30pm

Or

Sat, Nov 15-Dec 6

(4 sessions)

9:30-11:30am

\$45



Wilton Course 2: Flowers and Cake Design

Design a professional looking cake.

Learn how to select colors, arrange flowers and work with royal icing, which is ideal icing for creating decorations in advance. Discover how to pipe royal icing appliques and additional decorative borders for your cake. Plus, learn how to make amazing flowers, such as pansies, lilies and The Wilton Rose. Does not include class materials. Class materials may be purchased from regional craft chains.

*Instructor: Laurie Popielarski,
Wilton Method Instructor*

Wed, Oct 8-29

(4 sessions)

6:30-8:30pm

\$45



Wilton Course 3: Gum Paste and Fondant

Develop your skills working with

fondant and gum paste. Discover how to prepare and color gum paste and fondant. Learn essential techniques, such as covering a cake with fondant, cutting shapes and even painting on fondant. Learn how to create different types of flowers, such as calla lilies, roses and carnations. Plus, you'll design and create a complete project using all the techniques you were taught.

Does not include class materials. Class materials may be purchased from regional craft chains.

*Instructor: Laurie Popielarski,
Wilton Method Instructor*

Mon, Nov 3-24

(4 sessions)

6:30-8:30pm

\$50



College of Hospitality and Tourism Management presents: Student Managers Dining Series Fall 2014 Four-course dinner for only \$20 per person

Enjoy "Our Gourmet Statler Dining Room menu," a themed sit down dinner menu which includes specialty beverage, two appetizers, entree, dessert and coffee/tea.*

Prepared and served by the students in our food production class.

Seatings at 6:00, 6:30 and 7:00pm the following dates:

October: 14, 15, 16, 21, 22, 23, 28, 29, 30;

November: 4, 5, 6, 18, 19, 20; and December 2, 3, 4

*Call Niagara University's Office of Continuing Education for
reservations at (716) 286-8181.*

**Menus are not released prior to the date of the event.*



Dancercise

A full body workout choreographed to upbeat music. The workout particularly targets arms, "abs", and legs during the floor work (while doing sit-ups, push-ups, squats, etc.) with approximately 20 min. of aerobics to easy dances. Please bring a mat and water bottle and be prepared to work out the first night of class.

Instructor: Suzanne Diez-Cassick, fitness instructor
Mon, Sep 22-Dec 15 (excl 10/13, 10/20, 11/10)
Thu, Sep 25-Dec 11 (excl 10/16, 11/27)
7-8pm

(10 sessions)

\$40

**Lewiston-Porter Primary
 Education Center-Gym**

**Save \$5 by signing up for
 both Dancercise classes**



Beginner Yoga

New to yoga or want to learn more? This course teaches basic yoga stretches and postures that are accessible to all ability levels. In addition, you will learn diaphragmatic breathing and systematic relaxation techniques to reduce tension and calm the nervous system. Please wear comfortable clothing and bring a yoga mat.

Instructor: Stephanie Currie, yoga instructor

Wed, Oct 1-Nov 19

(8 sessions)

6:30-7:45pm

\$99

**Lewiston-Porter Primary
 Education Center-Gym**



Zumba

Zumba is a Latin-inspired, dance-fitness class that incorporates Latin and international music and dance movements, creating a dynamic, exciting, exhilarating, and effective fitness system. Zumba combines fast and slow rhythms that tone and sculpt the body using an aerobic/fitness approach to achieve a unique blended balance of cardio and muscle-toning benefits. It also promises weight loss and promotes healthy eating habits. Above all, it is a party! This is an adult only class and you must be over 18. We always recommend you consult with a physician before you begin an exercise program.

Instructor: Anna Adjei-Barrett, Ph.D, zumba certified instructor

Wed, Sept 24-Dec 3 (excl 11/26)

6:30-7:30pm

(10 sessions)

\$59

Lewiston-Porter Intermediate Gym



General Education Mobile Courses

Online Courses for Military Personnel



Niagara's GEM courses, which include math, written communications, humanities, social science and oral communications meet CCAF's standards and degree completion requirements.

These courses are available online for non-matriculated members of all five branches of the United States Armed Forces. Military benefits are accepted to assist with the tuition cost.

- Four week online courses
- Easy enrollment
- Expert instructors
- Technology support



Register in three easy steps at www.niagara.edu/gem
 or email us at gem@niagara.edu.

Applications are accepted through the Office of Continuing Education at 716.286.8181.



Beginner Line Dancing

Come and learn basic line dances to some "cool" country and non-country songs. You will learn the dances demonstrated in dance halls across Western New York. Come out, have fun and get some exercise too.

Instructor: Suzanne Diez-Cassick, fitness instructor
Tue, Sep 23-Dec 9 (excl 10/21, 11/11)

6:30-7:30pm

(10 sessions)

\$40

**Lewiston-Porter Primary Education
 Center-Activity Center**

**Save \$5 if you sign up for both
 beginner & intermediate classes**



Intermediate Line Dancing

After taking Line Dancing for Beginners, you will graduate to the challenge of the Intermediate Line Dance Class that will teach you slightly more difficult dances that are seen in the dance halls across Western New York and Canada. Be ready for some great exercise! The dances are fun while the music is a variety of country, pop and alternative.

Instructor: Suzanne Diez-Cassick, fitness instructor

Tue, Sep 23-Dec 9 (excl 10/21, 11/11)

7:30-8:30pm

(10 sessions)

\$40

**Lewiston-Porter Primary Education
 Center-Activity Center**

Basic Digital Photography

Discover how to stop taking digital snapshots and start creating photographs with the WOW factor. Discover your inner creativity through the basic principles of photography in simple, down-to-earth language. Practice what you discover through the weekly photographic assignments. If you love to take pictures, bring your digital camera and find out how creative you can be.

*Instructor: Shawn Kosmala,
 artist & photographer*

Sat, Sep 13-Oct 18 (excl 10/4, 10/11)

(4 sessions)

10am-noon

\$39

NU campus

**Save \$5 if you sign up for both beginner &
 intermediate classes**

Intermediate Digital Photography

This course is a continued study of the method of digital photography which begins where basic photography ends. This course will include file formats, histograms, image editing and printing. Experiment beyond the basics.

*Instructor: Shawn Kosmala,
 artist & photographer*

Sat, Oct 25- Nov 15

(4 sessions)

9:30am-noon

\$39

NU campus

**Save \$5 if you sign up for both beginner &
 intermediate classes**

Career and Professional Development

Information Night: September 16 @ 5:30 pm

Pre-register 716.286.8181

Paralegal Certificate Course

Workforce Investment Approved.

This intensive, nationally acclaimed program is designed for beginning as well as advanced legal workers. Students will be trained to interview witnesses, investigate complex fact patterns, research the law, and assist in preparing cases for courtroom litigation. The practice-oriented instruction relates to the areas of law in which paralegals are most in demand. Students will be expected to complete a significant amount of homework for each session. This program will help students increase their office's efficiency, productivity, and billable hours, as well as learn new marketable job skills. Successful graduates will be awarded a Certificate of completion from Niagara University. To receive a Certificate, students must pass six quizzes and successfully complete five legal document writing assignments.

Tue, Thu, Sat

Oct 7-Nov 22 (excl 11/11,11/13, 11/15)

Tue & Thu 6-9:30pm, Sat 9am-5pm

\$1189 (does not include books)

Dunleavy Hall

Books: Must be ordered through the Center for Legal Studies at 1-800-522-7737



Microsoft Office Professional Development Certificate

Advance your career and use all the knowledge you gain in these classes to utilize your computer to its fullest. Learn all the latest tips and tricks and get all your questions answered. Students will receive a professional development certificate from Continuing Education upon completion.

Instructor: Gordon Slipko Jr., computer expert.

Dunleavy Hall, room 131

Take all five certificate classes for \$220 (Save \$25)

Windows: Maximizing Your Computer

Learn tips and tricks that will save you thousands of hours. Experienced or new users will discover how to run several programs simultaneously, share information and maximize desktops. A must for all computer users!

Sat, Oct 18 from 9am-noon

Individual class \$49

Word: An Introduction

Create, delete, move, cut, copy, paste and produce amazing documents in minutes. Properly learn how to handle multiple pages or a single document that will look professional. Also, learn some creative tips for adding graphics during hands-on exercises.

Sat, Oct 25 from 9am-noon

Individual class \$49

Excel I: Tips, Tricks and Basics

Learn shortcuts and tricks for setting up fully formatted worksheets with ease. Discover secrets behind writing powerful formulas, using functions, and analyzing data. Create custom charts, and custom toolbar buttons. Topics will be addressed according to student interest and ability.

Sat, Nov 1 from 9am-noon

Individual class \$49

Excel II: Advanced

Get more tips, tricks and learn what else you can do in this advanced class. Review calculations and built-in functions, and then learn to create more complex formulas. Link data between spreadsheets, pivot tables or charts and properly print advanced spreadsheets.

Sat, Nov 8 from 9am-noon

Individual class \$49

PowerPoint - Presenting the Best

Create powerful presentations and slide shows to enhance your marketing and sales efforts. Learn how to develop an outline and pick a look for your slide show. Add or rearrange your slides; format text; preview, run, and print your handouts for your best presentation.

Sat, Nov 15 from 9am-noon

Individual class \$49

Certificate in Financial Planning Professional Continuing Education

This in-demand professional development certificate allows you to obtain the courses needed in order to fulfill the educational requirements for the Certified Financial Planner (CFP®) exam. You may earn this certificate in 1 year or you may take classes as needed that fit your schedule. Certificate is offered as a partnership between the College of Business, Continuing Education, and the MBA program at Niagara University.

Earn your certificate in 1 year

3 required courses offered on Saturdays from 9-5pm.

Retirement Planning ... 9/6-10/4

Income Tax Planning ... 10/11-11/8

Investments 11/15-12/20

\$995 per course

www.niagara.edu/ce for an application and additional information
NU campus

Medical Billing and Coding

Medical Billing and Coding is a nationally-recognized online program that will prepare you to take your place in the rewarding field of healthcare. You will learn to function as an important member of the healthcare team by providing key skills such as abstracting from medical records, assigning codes to diagnoses and procedures that are vital to this field. Upon completion of this program, you will be prepared to take the Certified Billing and Coding Specialist (CBCS) exam, offered by National Healthcareer Association (NHA), and will receive the study guide materials, access to practice exams, and exam registration fees. You will also be prepared to sit for the Certified Professional Coder (CPC) exam, offered by the American Academy of Professional Coders (AAPC).

This program is entirely online and is completed at your own pace. Program is self-paced so you can start when you want and finish at your own pace.

\$1795

240 hours

Continuing Legal Education (CLE) @ NU

Certificates

"Indemnity Onstage"

A dramatic CLE Program on Insurance, Indemnification and Hold Harmless Clauses

Businesses and individuals enter into hundreds of contracts a year. Sometimes, they even enter into contracts without knowing it, blindly signing invoices for catering services, or quickly accepting a click-thru agreement to get new software. For the lawyer tasked with reviewing these documents, or the small business owner trying to get by with a limited legal budget, the seeming "stock" language of the hold harmless/indemnification/insurance clauses can be a challenge. Are these clauses enforceable? Can they be changed? And really, how important are they?

Instructors: Hon. Frank Caruso, Niagara County Supreme Court & Stuart Shapiro.; Cohen & Lombardo, P.C. with performance by NU Theatre students

Fri, September 5, 3-4 pm

Niagara University Leary Theatre

\$50, 1.0 CLE credit in Skills

Media Management for Lawyers:

"What Every Attorney Should Know About Dealing With the Press"

Whether it's knowing when to pick up the phone and call a press conference, or run from a reporter repeating "No Comment" into the microphone, attorneys need to know how to deal with the media. It's about fine timing, clever quotes and premeditated PR. It's about making the news when you want to, and still looking good even when you don't. The public is watching, and every one of them is a potential client.

NU CLE brings a blockbuster panel of local media personalities, including Ch. 2's anchor Maryalice Demler and The Associated Press' Buffalo correspondent Carolyn Thompson, to Niagara University.

Beginning with prominent attorneys John Christopher and Barry Covert, they will each offer their personal experiences and advice from a civil law and criminal law perspective, respectively.

The audience will then be treated to an insider's look into the inner-workings of the mainstream media: what makes them tick, what makes them look, and most importantly, what makes them look the other way.

You will leave with practical skills, including how to draft press releases and how to generate useable quotes, as well as the confidence to use them. The event will conclude with an ethics presentation, giving attorneys the cautionary knowledge needed to abide by the rules for professional conduct when supplying information to or soliciting the media.

The event is co-sponsored by Hodgson Russ LLP.
Career Training Programs Online
Fri, October 3, 1-4:45pm
St. Vincent's Hall, Rm. 407
\$195, 4.0 CLE credits (1.0 in Ethics)

CompTIA™ A+ Certification Training

CompTIA™ is the Computing Technology Industry Association, and CompTIA™ A+ certification program is the industry standard for validating the skills expected of entry-level computer technicians. The CompTIA™ A+ program will prepare you for two CompTIA™ A+ certification exams: CompTIA A+ Exam 220-801 and CompTIA A+ Exam 220-802. Topics covered in the program include motherboards, memory, processors, video, storage media and devices, printers, operating systems, networking, virtualization, mobile devices, security, and more. You will have the opportunity to practice on online lab systems. Gaining CompTIA™ A+ certification assures employers and computer owners that a PC

technician has the requisite knowledge to build, upgrade, optimize, troubleshoot, and repair personal computer (PC) systems. You will practice in virtual interactive lab environments.

This online program will also prepare you to take your A+ exams; however, the exams and exam vouchers are not offered as a part of the program. It will be your responsibility to set up exam dates and pay for exam fees independent of this online program.

This program is entirely online and is completed at your own pace. Program is self-paced so you can start when you want and finish at your own pace.

\$1695
230 hours

Instructor-Facilitated Online Courses

More than 250 online courses available www.niagara.edu/ce

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- **Online Discussion Areas**
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Online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. All courses run for six weeks (with a two week grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. Courses brought to you in partnership with Ed2go.

Our **MOST** Popular!

Start Dates: Sept. 17, Oct. 15, Nov. 12, Dec. 17

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as low as **\$99**

Medical Terminology:

A Word Association Approach

Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

Keyboarding

Learn how to touch-type or improve your existing typing skills using Keyboarding Pro 5.

Introduction to Microsoft Excel 2010

Become proficient in using Microsoft Excel 2010 and discover dozens of shortcuts and tricks for setting up fully formatted worksheets quickly and efficiently.

Creating Web Pages

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

A to Z Grantwriting

Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.

Beginning Writer's Workshop

Get a taste of the writer's life and improve your writing skills in this introduction to writing creatively.

Secrets of Better Photography

Explore strategies and learn a variety of tricks to create excellent photographs in all types of situations.

Accounting & Finance

Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

Protect Your Money, Credit, and Identity

Learn how to guard against scam artists, identity thieves, predatory lenders, and abusive debt collectors.

Learn to Buy and Sell on eBay

Auction pros teach you how to work from home or earn extra income by buying and selling goods online.

Business

Fundamentals of Supervision and Management

Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.

PMP® Certification

Begin a well-paying career as a project manager by preparing to take and pass the PMP certification exam.

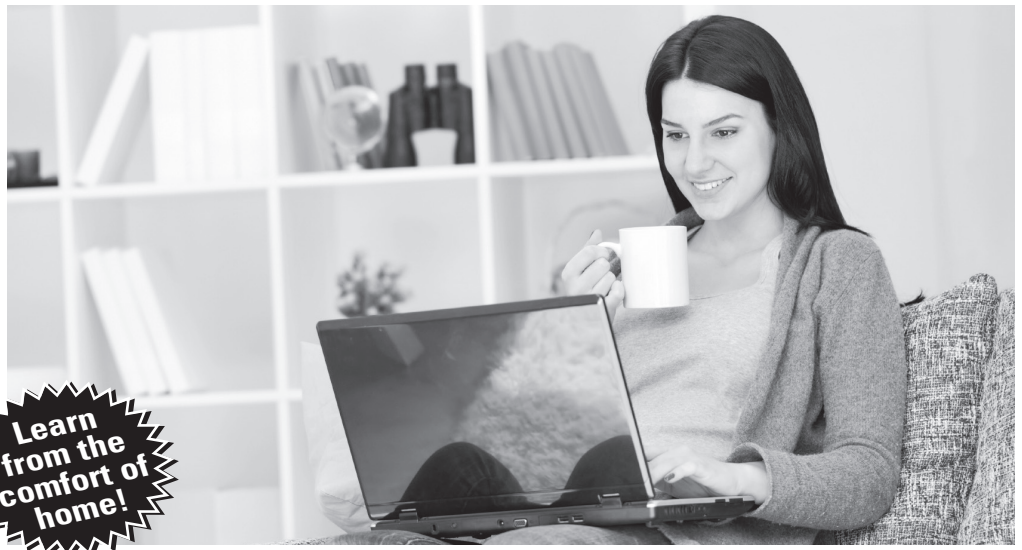
Computer Applications

QuickBooks

Performing Payroll in QuickBooks

Dreamweaver CS5

Learn to use Adobe Dreamweaver CS5 to design, create, and maintain user-friendly Web sites full of professional-quality Web pages.



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Design

Designing Effective Websites

Learn powerful graphic design techniques and build Web sites that are both attractive and wickedly effective.

Making Movies with Windows Vista or XP

Learn how to create fun, professional-quality movies using Windows.

Language and Arts

Spanish for Medical Professionals

Learn medical Spanish quickly and easily, honing your basic conversational skills and mastering key healthcare words and phrases.

Law and Legal

Business Law for the Small Business Owner

Learn how to successfully protect your small business and solve most of the legal problems that may arise.

Spanish for Law Enforcement

Master the fundamentals of the Spanish language by practicing basic conversational skills and learning essential Spanish terminology for law enforcement situations.

Personal Development

Interior Design

Explore a career in interior design as you learn how to transform any room into a beautiful and functional space.

Mastering Public Speaking

Learn the secrets of effective public speaking and small group communication.

Pleasures of Poetry

Create your best possible work, whether you're looking to be published or simply wish to craft beautiful poems for friends.

Student Favorites

Project Management Fundamentals

If you're organized, perceptive, detail-oriented, and an excellent communicator, you just might have what it takes to succeed in the fast-growing field of project management. If you're new to project management, this course will provide you with the information you'll need to prepare for and complete your first project. If you're an experienced project manager, this course will make you more valuable to your employer by increasing your skills and competencies. This course will also help you prepare for the internationally recognized Project Management Professional (PMP®) and Certified Associate in Project Management (CAPM®) exams offered by the Project Management Institute, PMI®.

Open 24/7 and course is 6 weeks

Fee \$125

Online at www.ed2go.com/niagara

Project Management Applications

Increase your value to your employer by mastering essential quantitative and qualitative project management applications. An experienced Project Management Professional will teach you the same tools and techniques experienced project management professionals rely on every day. The course also includes essential information that will help you prepare for the Project Management Professional (PMP®) and the Certified Associate in Project Management (CAPM®) exams offered by the Project Management Institute (PMI®). Certification Magazine recently identified PMP® Certification as "the highest-paying certification" of the year.

Open 24/7 and course is 6 weeks

Fee \$125

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Registration Information

online www.niagara.edu/ce

phone 716-286-8181

fax 716-286-8210

mail and walk-in

Continuing Education, Dunleavy Hall 103,
PO Box 2029
Niagara University, NY 14109-2029
www.niagara.edu/ce

Niagara University is committed to having a healthy and beautiful campus. Smoking is not allowed within any building or other enclosed facility and is only allowed in temporary designated areas as indicated by maps and signage.

Eligibility | Fees | Emergency Closing | Parking

Classes open to 18 years or older unless otherwise indicated.

The total fee as listed in the course description must accompany all enrollments. Additional charges for lab fees, materials or textbooks are required for some courses. These fees are not payable at the time of enrollment.

Special closings due to inclement weather will be announced on local radio stations and online.

Parking and Campus Safety

Parking on campus is open after 5pm during weekdays and on weekends for registered continuing education students. Campus Safety encourages all visitors to stop at their office to receive a visitor parking permit for campus and vehicle safety. Registered students may park in the Timon/O'Shea lot or in the Power Authority parking lot B-2 only, which is just north of the campus. Please visit the following link for a campus map: www.niagara.edu/campus-map

We realize that last-minute babysitting problems can occur. Unfortunately, we cannot allow children to accompany their parents to class (except where indicated in the course description). Thank you for your cooperation.

No refunds unless course cancels.



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- TV topics
- Exploring the region
- Off-site classes at your business or location
- Hobbies

Courses are generally 1 – 8 weeks, and are offered once a week. Think of how busy you are. . . now put yourself in the class. How often would you want to go to class to learn this skill?

www.niagara.edu/ce





Education That Makes a Difference

Office of Continuing Education
Dunleavy Hall, Room 103, PO Box 2029
Niagara University, NY 14109-2029

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- Police Academy
- Online Courses
- iPad

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Credit and Credit-Free Classes

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Niagara University CLE Presents:

"Indemnity Onstage"

A Dramatic CLE program on
Insurance, Indemnification and Hold Harmless Clauses

Niagara University Leary Theatre

September 5, 2014 • 3:00-4:00 p.m.

Registration Fee: \$50 1.0 CLE Credit in Skills

Find more information on page 15

**Register online at www.niagara.edu/ce
or 716.286.8181**



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or 716.286.8181**