As U.S. citizens and members of an ever increasing global society we are all concerned about our personal futures and that of our world. Time is measured in nanoseconds, and change is rampant. Our children “text” more quickly than most of us can talk. Many will be making some landmark decisions within the coming year.

Ivy Tech Community College Continuing Education pledges to offer educational opportunities to help you with these challenging times. Take a look at our offerings. You will find professional development courses that will help you find better employment, financial classes that will help you stretch your dollars, and fun classes that will help you to deal with your personal situation with a positive, upbeat attitude. Check us out.

Your Community College is nearby.
PROFESSIONAL DEVELOPMENT
ACCELERATED CERTIFIED TRAINING 13
BUILDING CONTRACTOR EDUCATION 4
Concrete & Masonry License Test Preparation Course 4
Residential/ Remodeler Contractor Test Preparation Course 4
Roofing Contractor Test Preparation Course 4
Evansville-Vanderburgh Building Contractor Make-up and Leap Forward CEU Days 4

FOOD SERVICE 4
ServSafe® Certification Course 4
ServSafe® Alcohol 5

HOSPITALITY 5
NEW! Going the Extra Mile: Service Skills for Front Desk Employees 5
NEW! Putting the “‘Pro’” in Problem Solving 5
NEW! Visionary Leadership 5

LANGUAGE 5
American Sign Language - Bravo Level I 5
American Sign Language - Bravo Level II 6
NEW! American Sign Language - Bravo Level V 6
Conversational Spanish - Introduction 6
Conversational Spanish - Intermediate 6
Online Medical Spanish 6
Workplace Spanish - Banking 6
Workplace Spanish - Court System 6

MEDICAL 7
CNA (Certified Nursing Assistant) 7
Online CNA (Certified Nursing Assistant) 7
NEW! CNA Evening Course 7 (Certified Nursing Assistant) 7
NCLEX-RN Review Course 7
Online Dietary Manager 8
Online Dietary Manager Course I 8
Online Dietary Manager Course II 8
Online Emergency Medical Technician - Basic (EMT-B) 8
First On Responder 8
Peripheral Intravenous Therapy 9
Pharmacy Technician Certification 9
Professional Rescuer CPR/AED 9
QMA (Qualified Medication Aide Course) 9
QMA Retraining 9
Tuberculosis PPD/ Mantoux Skin Test Certification 9

OPERATIONS MANAGEMENT 10
Certification in Production and Inventory Management (CPIM) 10
Master Planning of Resources 10
Detailed Scheduling and Planning 10
Execution and Control of Operations 10
Strategic Management Resources 10
Basics of Supply Chain Management 10
An Overview of Project Management 10
Planning, Executing and Controlling Your Project 11
Project Management Techniques 11
The Human Element in Project Management 11
NEW! OPM³ Workshop Earn 4 PDUs 11
OPM³ Workshop ONLY Earn 4 PDUs 11
PMI Southwestern Chapter April Meeting ONLY Earn 1 PDU 11
OPM³ Workshop AND PMI Chapter Meeting Earn 5 PDUs 11

REAL ESTATE 12
Landlord/ Tenant Course 12
Real Estate Broker Pre-Licence Course 12
Real Estate Salesperson Pre-Licence Course 12
Increasing the Worth & Value of Your Home! 12
Real Estate Home Inspection Pre-Licence Course 12
Continuing Education for Real Estate Professionals (Up to 16 CEU’s) 12

ARE YOU A SUBJECT MATTER EXPERT? 14
SAFETY/ ENVIRONMENTAL 14
A/S Activated Sludge Review (10 Technical CEU) 14
EPA Certification Exam 14
Fall Protection 14
Metals 10 (10 Technical CEU) 15
OSHA - 10 Hour Outreach for General Industry 15
OSHA - Electrical Safety 15
OSHA- HazWoper 8 Hour Refresher 15
OSHA- Powered Industrial Truck 15
R-410A Certification 15
Wastewater Plant Operations - Municipal (24 Technical CEU’s) 15

SHORT BUSINESS COURSES 16
NEW! Powerful Presentations 16
WELLNESS & FITNESS 16
NCSP Certified Personal Trainer Course 16

BASIC COMPUTER CLASSES 16
Intro to Personal Computing 16
Everyday Computing: Microsoft Word, Microsoft Excel 16
WORD (WORD PROCESSING) 16
Making the Most of Word 16
EXCEL 17
Making the Most of Excel 17
Using Excel’s Functions 17

POWERPOINT 17
Introduction to Microsoft PowerPoint® 17
Microsoft PowerPoint® with Pizzazz! 17
Microsoft Office 2007 - What’s New! 17
Microsoft Publisher® 2007 17

ACCESS (DATABASES) 17
What is a Database? 17
Intro to Microsoft Access® 17
Intermediate Microsoft Access® 17
Advanced Microsoft Access® 17

QUICKBOOKS 18
Quickbooks Pro (Version 2008) 18

OPERATING SYSTEMS 18
Microsoft Vista® 18

ONLINE COURSES 19
Ed2Go Courses 19

PERSONAL ENRICHMENT 20
ANIMAL TRAINING 20
HOPE: Help Our Pets Excel 20
Learn to say “‘Yes’” Dog Training 20
ART 20
Bob Ross Wet-on-Wet Oil Painting - Level I 20
Painting With Watercolor 20

CRAFTS 20
Basket Weaving Supply List 20
Intermediate Basket Weaving 21
NEW! Tote Bag 21
Easter Basket 21
NEW! Mama’s Tulip Basket 21
NEW! Seatweaving - Advanced 21
NEW! Jewelry - WigJig® Demonstration/ Tutorial 21
NEW! Jewelry - “All Wired Up” Bracelet 21
NEW! Jewelry - “Easy” Earwires 22
NEW! Knitting - Advanced 22

CULINARY ARTS 22
A Little Touch of Italy 22
Cake 101 22
Dining with Diabetes 22
Easter Cookie Decorating 22
Simple Shower Cake 23
Valentine Cookie Decorating 23
Wines of the World I 23
Wines of the World II 23

DANCE 23
Ballroom Dancing - Level I 23
Ballroom Dancing - Level II 23
Beginning Belly Dancing 23

AUTO MAINTENANCE 24
NEW! Engine Diagnostics - Scan Tools I 24

DEFENSIVE DRIVING 24
Alive at 25+ - Indiana, A National Safety Council Program 24
Defensive Driving Course - DDC-4 - Indiana 24

INTERIOR DESIGN 24
Accessorizing 24
Springs’ Latest Floral Trends 24

FINANCIAL PLANNING 25
Credit & Debt Management Workshop 25
Manage Your Taxes All Year Long 25
NEW! Where Does Your Money Go 25

FOCUS ON COMMUNITY 25
World War II: Homefront USA, Evansville’s Finest Hour 25

GARDENING 26
NEW! Butterfly Gardening 26

HOME REPAIR SERIES 26
Electrical 26
Heat & AC 26
Plumbing 26

INTERNET (EMAIL) 26
Buying and Selling on eBay 26

LANGUAGE 26
Conversational Spanish – Introduction 26
Conversational Spanish – Intermediate 27

MAGIC 27
Magic & More 27

MASSAGE 27
Knead a Massage? 27

PHOTOGRAPHY 27
Digital Photography 27
Create Better Photos with Adobe Photoshop Elements 27
Advanced Digital Photography 27

RECREATION 28
Billiards - Play Your Best Pool 28
Learn How to SCUBA Dive & Get Certified 28

WELLNESS & FITNESS 28
Welborn Foundation Wellness & Fitness Center 28
Dining with Diabetes 28
Jazzercise 28
Pilates 29
Tai Chi 29
Yoga 29

ZUMBA 29

WRITING 29
Secrets of Writing and Getting Published 29

SENIOR ADULT 30
BASIC COMPUTER CLASSES 29
Senior Computer Basics 29

DISCOUNTED CLASSES FOR SENIOR ADULTS 30
Conversational Spanish - Introduction 30
Conversational Spanish - Intermediate 30

SENIOR SERIES SPECIAL TOPICS 30
Senior Digital Photography 30

YOUTH COURSES 30
DRIVER EDUCATION COURSES 30
Evansville 30
Mt. Vernon High School 31
Student Drive BMW Testing 31
SAT Preparation (Grades 9-12) 31

HOW TO REGISTER 32 & 34
REFUND POLICIES 15 & 34
GIFT CERTIFICATE 35
Concrete & Masonry License Test Preparation Course
Prerequisite: Basic general contractor knowledge and experience
If you are planning to test for the Brick and Masonry Contractor (BMC), Concrete Footing and Flatwork Contractor (CFF), or Unlimited Concrete Contractor (UCC), you are encouraged to attend this test preparation class. This class is designed as a “refresher” of the printed resources available to you. Experience in your chosen field is required. We will review all the resources allowed in the testing room. You will participate in examples and exercises designed to help you study for your test. The test format will also be discussed.
Books/Cost: To be announced
Instructor Name: Dave Hayes
Location: Ivy Tech, Room to be announced
510 12103L083 4 sessions Wed Feb 25 - Mar 18 6-9 P.M. $125

Residential/Remodeler Contractor Test Preparation Course
Prerequisite: Basic general contractor knowledge and experience
This course is designed to prepare you to take the City of Evansville/Vanderburgh County Residential Contractor Exam (RSC License) and the Residential Remodeler Exam (RRC License). You will survey the Indiana Residential Building Code, building industry standards, estimating, associated trades, federal safety regulations, and other applicable references. This course will explore the test layout, requirements, and testing procedures and a practice test will be given.
Instructor Name: Dave Hayes
Location: Ivy Tech, Room to be announced
540 12172L083 8 sessions Mon Feb 2 - Mar 30 6-9 P.M. (No Class Mar 23) $245

Roofing Contractor Test Preparation Course
Prerequisite: Roofing experience
If you have roofing experience, this course will help you prepare to take the City of Evansville/Vanderburgh County contractor tests for the Limited Roofing and the Unlimited Roofing licenses. A basic knowledge of the roofing industry will also be necessary to be able to pass the tests. The instructor will explain the testing procedure, topics covered in the exams, use of the computer, and test structure.
Supplies/Cost: Exam included in course cost
Instructor Name: Dave Hayes
Location: Ivy Tech, Room to be announced
510 12101L083 5 sessions Wed Apr 1 - Apr 29 6-9 P.M. $153

ServSafe® Certification Course
ServSafe® is a nationally recognized food safety program developed by the foodservice industry. Indiana law requires foodborne illness protection training of at least one food handler per establishment. For your customers, safe foodservice is a matter of trust. For you, keeping that trust is a matter of survival. ServSafe® is the most universally recognized food handler certification course accepted by the state, county, and municipal health authorities that require sanitation training of foodservice managers. The examination is one of only four exams that meet the Indiana certification requirements. Exam is included in course cost. Exams only can be arranged.
Books/Cost: Included in course cost
Supplies/Cost: Exam included in course cost
Instructor Name: Christian Borowiecki, Registered ServSafe® Instructor and Proctor for NRAEF
Location: Ivy Tech, Room 123
590 12101L083 1 session Tue Jan 13 8 A.M.-5 P.M. (One hour for lunch on own and Testing immediately following class time) $139
590 12102L083 2 sessions Sat Feb 21 - Feb 28 8 A.M.-Noon $139
590 12103L083 2 sessions Sat Mar 21 - Mar 28 8 A.M.-Noon $139
590 12104L083 2 sessions Sat Apr 18 - Apr 25 8 A.M.-Noon $139
ATTENTION LICENSED/CERTIFIED PROFESSIONALS

Are you required to earn continuing education units in order to renew your license or certification? If so, are you able to earn those CEUs in the Evansville area?

At Ivy Tech, we provide the opportunity for you to meet your continuing education requirements without traveling long distances, saving you time and money. Please call Judy Gumbel at 812-429-1395 or email jgumbel@ivytech.edu to discuss your educational needs. We will research the possibility of offering the specific courses required for the continuation of your professional credentials.

“I feel that my instructor was the reason I learned so much from this course, he was very upbeat and easy to work with. The personal commitment and love for his job reflects in his teaching. I hope to have him again when I have to retake the course 5 years from now.”

Andrew Dewig

ServSafe® Alcohol

You will learn the fundamentals of Responsible Alcohol Service in this 4-hour course. Topics will include: Alcohol Law and Your Responsibility, Recognizing and Preventing Intoxication, Checking Identification, and Handling Difficult Situations. You will be prepared to take the ServSafe® Alcohol Certification exam which will be held at the end of the course. Some insurance companies offer a reduction in premium if alcohol handlers have this certification.

Books/Cost: Included in course cost

Supplies/Cost: Exam included in course cost

Instructor Name: Christian Borowiecki, Registered ServSafe® Instructor and Proctor for NRAEF

Location: Ivy Tech, Room 123

590 12113L083 1 session Sat Mar 14 8 A.M.-1 P.M. $69

NEW! Putting the "Pro" in Problem Solving

Prerequisite: Geared toward the Lodging Industry

Turn your staff into proactive decision-makers and unleash the power in your department. In this seminar, learn specific steps to analyze problems and evaluate options while staying focused on achieving goals.

Book/Cost: Included in course cost

Instructor Name: To be announced

Location: Ivy Tech, Room to be announced

240 12161L083 1 session Wed Feb 18 1-5 P.M. $49

NEW! Visionary Leadership

Prerequisite: Geared toward the Lodging Industry

Give managers a path to move beyond good management toward visionary leadership. In this seminar, participants learn to set strategic direction and accomplish long-range business goals.

Book/Cost: Included in course cost

Instructor Name: To be announced

Location: Ivy Tech, Room to be announced

240 12162L083 1 session Thu Feb 26 8 A.M.-5 P.M. $99

NEW! Going the Extra Mile: Service Skills for Front Desk Employees

Prerequisite: Geared toward Lodging Industry

This seminar covers the full range of service skills that front desk employees need in order to make your property more competitive while improving their own professionalism: Read guests and anticipate their needs; Deal with challenging check-ins and check-outs; Put business-building sales techniques into action; Work proactively with irate guests.

Book/Cost: Included in course cost

Instructor Name: To be announced

Location: Ivy Tech, Room to be announced

240 12163L083 1 session Tue Feb 10 1-5 P.M. $49

NEW! American Sign Language – Bravo Level 1

Prerequisite: Geared toward Lodging Industry

Lee All has taught American Sign Language for several years at Resource Agency for the Deaf and Hard of Hearing, Sycamore Services, Praise Ensemble, and through private tutoring. She has written American Sign Language curriculums and has directed the ASL performance choir, Celebration Signers for years. She is a member of R.I.D. (Registry of Interpreters for the Deaf), I.C.R.I.D. (Indiana Chapter of Registry of Interpreters for the Deaf), and N.A.D. (National Association of the Deaf).

American Sign Language – Bravo Level 1

This class is co-sponsored by Sycamore Services, Inc.

The Bravo ASL curriculum is used to teach the basics of conversing in sign language and to assist individuals to gain a broader sign language experience. This is the course for beginners and people who may know some signs but have not had training in ASL linguistics and/or grammar.

Books/Cost: Included in course cost

Instructor Name: Lee All

Location: Tri-State Building, Room 2

540 12174L083 10 sessions Wed Jan 28 - Apr 8 6:30 P.M. $90

(No Class Mar 25)

“The instructor, Lee All, was incredible. She was always energetic, helpful, encouraging, caring and understanding. She made learning ASL interesting and fun!”

Catherine Engel
American Sign Language – Bravo Level 2  
Prerequisite: American Sign Language Level 1  
This course will be offered again in Fall 2009  
NEW! American Sign Language - Bravo Level 5  
This class is co-sponsored by Sycamore Services, Inc.  
This is the final course in the study of American Sign Language using the Bravo series for conversational signing. It incorporates advanced study of language structure, conceptual signs, idioms, and focus on excelled finger spelling speed and receptivity. This class will review all previously learned material for completion of the course. 
Books/Cost: Included in course cost  
Instructor Name: Lee All  
Location: Tri-State Building, Room 2  
540 12181L083 10 sessions Tue Jan 27 - Apr 7  
6-9 P.M. $90  
(No Class Mar 24)

Conversational Spanish - Introduction  
This eight-week course will increase your ability to communicate with the area’s growing Spanish-speaking population. The course features pronunciation, grammar, introductions, greetings, and etiquette. Be at ease during your next business trip to a Spanish-speaking destination. 
Books/Cost: Included in course cost  
Instructor Name: Kristi Burns  
Location: Ivy Tech, Room to be announced  
530 12154L083 8 sessions Mon Jan 26 - Mar 16  
6-8 P.M. $144

Conversational Spanish - Intermediate  
Prerequisite: Conversational Spanish - Introduction  
This is an intermediate level Spanish class for those who speak English and a little Spanish. The class will begin with a review of Introduction to Conversational Spanish. Beginning the second week of class the focus will be on a different work setting each week: applying, interviewing and hiring; customer service; school and education; banking; medical and the judicial system. The curriculum includes class activities, sample dialogues, and pronunciation. 
Books/Cost: Included in course cost  
Instructor Name: Linda Huber  
Location: Ivy Tech, Room to be announced  
530 12157L083 8 sessions Thu Jan 29 - Mar 19  
6-8 P.M. $144

Workplace Spanish – Banking  
This class is designed to help adults communicate, simply but effectively at work, in Spanish. No prior Spanish experience is necessary. We will look at words and phrases specific to the banking system that can be learned in class and used immediately. 
Books/Cost: Included in course cost  
Instructor Name: Linda Huber  
Location: Ivy Tech, Room to be announced  
510 12139L083 12 sessions Mon Jan 26 - Apr 20  
6-8:00 P.M. $250  
(No Class Mar 23)

WORKPLACE SPANISH®
Twenty-four courses are available in various professions. Any of these courses can be held at Ivy Tech or your workplace. Call Debby Weis at 812-429-9843 for more information.

<table>
<thead>
<tr>
<th>Workplace Spanish - Court System</th>
</tr>
</thead>
<tbody>
<tr>
<td>Banking</td>
</tr>
<tr>
<td>Building and Fire Inspectors</td>
</tr>
<tr>
<td>Car &amp; Truck Dealers</td>
</tr>
<tr>
<td>City &amp; County Government</td>
</tr>
<tr>
<td>Commercial Construction</td>
</tr>
<tr>
<td>Court System</td>
</tr>
<tr>
<td>Customer Service</td>
</tr>
<tr>
<td>Firefighters &amp; EMS Personnel</td>
</tr>
<tr>
<td>Golf Course Superintendents</td>
</tr>
<tr>
<td>Health Care</td>
</tr>
<tr>
<td>Home Builders &amp; Contractors</td>
</tr>
<tr>
<td>Human Resources</td>
</tr>
<tr>
<td>Landscrapers</td>
</tr>
<tr>
<td>Manufacturing</td>
</tr>
<tr>
<td>Nurses &amp; Hospitals</td>
</tr>
<tr>
<td>Pharmacists</td>
</tr>
<tr>
<td>Police Officers</td>
</tr>
<tr>
<td>Real Estate</td>
</tr>
<tr>
<td>Restaurants &amp; Food Service</td>
</tr>
<tr>
<td>Retailers &amp; Supermarkets</td>
</tr>
<tr>
<td>Supervisors</td>
</tr>
<tr>
<td>Teachers &amp; Administrators</td>
</tr>
<tr>
<td>Travelers &amp; Tourists</td>
</tr>
<tr>
<td>Utility Companies</td>
</tr>
</tbody>
</table>

Online Medical Spanish  
Do you need to communicate with the Spanish-speaking community? Take it online. It is available on-demand on a monthly basis. A new class will start the first Wednesday of every month. This class is a product of a Community Based Job Training Grant offered through the United States Department of Labor. A discount is given to companies registering five or more for Online Medical Spanish. Instructor Name: Linda Huber  
Location: Online  
530 12153L083 Online Jan 12 - Jan 31 $64  
530 12162L083 Online Feb 4 - Feb 28 $64  
530 12164L083 Online Mar 4 - Mar 31 $64  
530 12165L083 Online Apr 1 - Apr 30 $64

Workplace Spanish - Court System  
This class is designed to help adults communicate, simply but effectively at work, in Spanish. No prior Spanish experience is necessary. We will look at words and phrases specific to the court system that can be learned in class and used immediately. 
Books/Cost: Included in course cost  
Instructor Name: Sandra Soto Stohl  
Location: Ivy Tech, Room to be announced  
530 12139L083 8 sessions Wed Feb 25 - Apr 22  
9 A.M.-Noon $250  
(No Class Mar 25)
CNA (Certified Nursing Assistant) 5 Credits
Prerequisite: Read and write English. Have no medical restrictions. Two-step TB Exam and Physical Examination. Must have strong desire to work with the elderly in a long term care setting. Must contact 812-429-9838 to make an appointment for an orientation session to learn the details of the enrollment process.
Program consists of 128 contact hours including lab, classroom, and clinical. The clinical portion is held at a long term care facility. Program meets the requirements of the Indiana State Department of Health, Long Term Care Division.
Supplies/Cost: $70 State Certification Exam and a fee for Adult Criminal Background Check.
Instructor Name: Susan Jesop, RN
Location: Tri-State Building, Room 1
HLHS 10701L083 20 sessions MThWThF Jan 12 - Feb 9
9 A.M.-3 P.M. $475 + $40 Tech Fee
(No Class Jan 19, Test Dates 2/16 or 2/18)
HLHS 10702L083 20 sessions MThWThF Feb 12 - Mar 11
9 A.M.-3 P.M. $475 + $40 Tech Fee
(Test Dates 3/19 or 3/20)
HLHS 10703L083 20 sessions MThWThF Mar 16 - Apr 10
9 A.M.-3 P.M. $475 + $40 Tech Fee
(Test Dates 4/20 or 4/22)
HLHS 10704L083 20 sessions MThWThF Apr 13 - May 8
9 A.M.-3 P.M. $475 + $40 Tech Fee
(Test Dates 5/19 or 5/20)

NEW! CNA Evening Course
(Certified Nursing Assistant) 5 Credits
Prerequisite: Read and write English. Have no medical restrictions. Two-step TB Exam and Physical Examination. Must have strong desire to work with the elderly in a long term care setting. Must contact 812-429-9838 to make an appointment for an orientation session to learn the details of the enrollment process.
Program consists of 128 contact hours including lab, classroom, and clinical. The clinical portion is held at a long term care facility. Program meets the requirements of the Indiana State Department of Health, Long Term Care Division.
Supplies/Cost: $70 State Certification Exam and a fee for Adult Criminal Background Check.
Instructor Name: Susan Jesop, RN
Location: Tri-State Building, Room 1
HLHS 10706L083 26 sessions Feb 2 - Apr 30
Lecture: 5-9 P.M. or 5-10 P.M.
Clinicals: 3-11 P.M.
$475 + $40 Tech Fee
Test Dates: 5/19 or 5/20

Online CNA (Certified Nursing Assistant) 5 Credits
Prerequisite: Read and write English. Have no medical restrictions. Two-step TB Exam and Physical Examination. Must have strong desire to work with the elderly in a long term care setting. Must contact 812-429-9838 to obtain enrollment process.
You can now take the lecture part of the CNA at home via the internet. You will need to be on campus 4 days for labs and testing and at your clinical site only 7 days. This is your opportunity to get your CNA license without doing so much driving. Program consists of 128 contact hours including lab, classroom, and clinical. The clinical portion is held at a long term care facility. Program meets the requirements of the Indiana State Department of Health, Long Term Care Division. This class is a product of a Community Based Job Training Grant offered through the United States Department of Labor.
Supplies/Cost: $70 State Certification Exam and a fee for Adult Criminal Background Check.
Instructor Name: Susan Jesop, RN
Location: Online
HLHS 10781L083 20 Online sessions Jan 5 - Mar 11
Online Course Orientation on campus Dec 30.
$475 + $40 Tech Fee
On Campus - Labs:
1/24 (10am-1pm), 2/14 (10am-1pm),
2/28 (10am-6pm), and 3/7 (10am-6pm);
Clinical Dates:
3/3 - 3/10 (7am-3pm) and 3/11 (10am-3pm); and State Testing: Mar 19 or Mar 20.
HLHS 10782L083 20 Online sessions Mar 9 - May 8
Online Course Orientation on campus Mar 5.
$475 + $40 Tech Fee
On Campus - Labs:
3/28 (10am-1pm), 4/11 (10am-1pm),
4/25 (10am-6pm) and 5/2 (10am-6pm);
Clinical Dates:
4/30 - 5/7 (7am-3pm) and 5/8 (10am-3pm); and State Testing: May 19 or May 20.

NCLEX - RN Review Course
This course is designed to provide an organized and systematic review for the RN, National Council of State Boards of Nursing Licensure Examination (NCLEX). The review will focus on test-taking strategies, content review, and problem solving based on rationales in order to build confidence and successfully write the NCLEX-RN examination. Content review will include: integration of fundamentals, psych-mental health, medical-surgical, maternal-child, pharmacology, growth and development, and nutrition concepts.
Books/Cost: Included in course cost
Instructor Name: To be announced
Location: Ivy Tech, Room to be announced
$95 + $40 Tech Fee
Class will be held following finals. Call (812) 429-9810 for details.

CREDIT CLASSES REFUND INFORMATION
Go to: www.ivytech.edu/evansville/financialaid/refund.html
Online Dietary Manager
Prerequisite: High School Diploma or GED. Recent TB Skin Test or Chest X-Ray (prior to field training in second semester)
If you want to work as a dietary manager, this 2-semester online course will meet your needs. You will be able to work with registered dietitians to provide quality nutritional care for patients/residents in an assisted living facility, nursing home, hospital, school, restaurant or correctional facility. The course content is divided into four major areas of study: food service operations, nutrition & diet therapy, food safety & sanitation, and human resource management or administrative/personnel management. The program consists of 714 web-based hours and 150 hours of field experience training. It is approved by the Dietary Manager Association (DMA) and is designed to prepare graduates to take the national certified dietary manager exam to become a Certified Dietary Manager (CDM). Program is offered in partnership with Tennessee Technology Center at Elizabethton, TN. Financial Aid is available for this course if you meet the eligibility requirements of the Pell Grant.

Online Dietary Manager Course I
Books/Cost: Included in course cost
Instructor Name: Patricia Roark
Location: Online
320 12133L083 21 online modules Jan 6 - April 29
$966

Online Dietary Manager Course II
Books/Cost: Included in course cost
Instructor Name: Patricia Roark
Location: Online
320 12134L083 15 online modules + Field Experience sessions Jan 6 - April 29
$762

Online Emergency Medical Technician – Basic (EMT-B) 7.5 Credits
Prerequisite: 18 years-old, High School Graduate or GED, College Application, and Compass Assessment
This 7.5 credit-hour course will be taught as a hybrid class. The entire didactic (lecture) portion will be online. Didactic final and labs will be held at Ivy Tech on Saturdays and clinical observations will be at a hospital emergency room and at a local ambulance service. The course covers theories, techniques and operational aspects of pre-hospital emergency care within the scope and responsibility of the EMT-B. It prepares students for the state certification examination. Course cost does not include cost of the state certification written or practical skills examination.
Books/Cost: Emergency Care Text & Workbook by Limmer, O'Keefe, Grant, Murray & Bergeron 10th Ed. Published by Brady. Estimated at $165.00, Student Handbook/Custom Copy. Estimated at $14; PASS EMT-Basic Video by Brady/Lifeline. Estimated at $42.
Supplies/Cost: White shirt available at Ivy Tech's bookstore and black or blue pants.
Instructor Name: Kevin Hendrickson
Location: Online
PARM 10282L083 30 online sessions Jan 12 - May 8
$712.50 + $40 Tech Fee
Written final on campus to be announced.
Course Practical Skills Exam on Campus to be announced.
State Practical Exam to be announced.
Labs on Campus: Saturdays, 1/24/09, 2/7/09, 2/28/09, 3/21/09, 4/11/09, 4/25/09

Online First Responder 3 Credits
Prerequisite: Compass Assessment and College Application
This three credit hour hybrid course will have the didactic (lecture) portion online with the labs (only four days) held on Saturday at Ivy Tech. It provides students with information necessary to recognize emergency situations, to know the proper course of action with different types of emergencies and to apply appropriate first aid. Addresses handling of victims of hazardous materials accidents and covers CPR, including one and two rescuer and adult, infant and child resuscitation.
Instructor Name: Kevin Hendrickson
Location: Online
PSAF 28201L083 16 online sessions Jan 26 - Apr 18
$285+ $40 Tech Fee
Written final on campus to be announced.
Practical exam to be announced.
Labs: Saturdays – 2/14/09, 3/7/09, 4/4/09, 4/18/09
Peripheral Intravenous Therapy
Prerequisite: LAN, RN, EMT Advanced, Paramedic or Certified Medical Assistant
Class participants will develop an understanding of the clinical aspects of IV Therapy interventions and will participate in a practical skills session. Students will receive an Ivy Tech Certificate upon completion of course.
Books/Cost: Handouts included in course cost
Instructor Name: Jason Huff, RN
Location: Tri-State Building, Room 1
310 12101L083 1 session Sat Apr 11 8 A.M.-2:30 P.M. $90
(1/2 hr lunch)

Pharmacy Technician Certification
Ivy Tech– Evansville is an approved training site for Pharmacy Technician by the Indiana Board of Pharmacy. This comprehensive 52-hour course will train the students to understand duties and responsibilities related to the pharmacy technician position. Topics covered include: technical skills; working knowledge of pharmaceutical-medical terminology; abbreviations; symbols commonly used in prescriptions and drug orders; general storage; packaging, labeling; drug purchasing; inventory control; and record keeping functions. Students will also learn calculations for dosage and working knowledge of billing and third-party reimbursement. Job shadowing, four additional sessions by appointment, at local pharmacies and hospitals will be included beginning the seventh week of the class. This course will prepare students to take the Pharmacy Technician Certification Board’s PTCB exam.
Books/Cost: Mosby’s Pharmacy Technician Textbook, workbook & Lab Manual, estimated at $130
Supplies/Cost: Drug Pocket Guide included in course cost
Instructor: Mark Haywood, Rph
Location: Ivy Tech to be announced
330 12153L083 13 sessions Tue Jan 27 – Apr 28 6 – 10 P.M. $699
(No class Mar 24)

Professional Rescuer CPR/AED
This course is designed for people who have a job-related duty to respond in an emergency - nurses, law enforcement, EMS personnel, fire fighters, business and industry response teams, and others who must take action in emergency situations. Combines participant manual, lectures and responding to breathing and cardiac emergencies in adults, children and infants, Two-rescuer CPR, use of body substance isolation precautions to prevent disease transmission, use of resuscitation and bag-valve masks, and use of an AED for a victim of sudden cardiac arrest.
Books/Cost: CPR/AED for Professional Rescuer available to check out of Ivy Tech Library with student ID.
Supplies/Cost: Pocket Mask required. Included in course cost.
Instructor Name: Shannon Braun
Location: Ivy Tech, Room 123
320 12195L083 1 session Fri Apr 10 8:30 A.M.-4:00 P.M. $76.50
320 12196L083 1 session Fri May 1 8:30 A.M.-4:00 P.M. $76.50

QMA (Qualified Medication Aide Course) 5 Credits
Prerequisite: Extensive list of prerequisites including CNA Certification, 1,000 hours of documented work experience as a CNA within the last 24 months, and letter of reference from current employer.
Class consists of 64 classroom hours and 40 clinical hours. It meets the new Indiana State Department of Health QMA curriculum guidelines. The 40-hour clinical experience is held at a local long term care facility.
Supplies/Cost: $60 State Certification exam, $10 State Licensing fee, and fee for Adult Criminal Background Check. Supply Kit. Estimated at $35.
Instructor Name: Jason Huff, RN
Location: Tri-State Building, Room 1
HLHS 292LQL091 16 sessions Wed Apr 1 - Jul 22 6-10 P.M. $475 + $40 Tech Fee
(No Class Jun 24)

QMA (Qualified Medication Aide) Retraining
Prerequisite: Must have a valid QMA license.
Obtain the six-hours training required to renew your QMA license in one day at Ivy Tech. The course will review 1) Med administration by G-Tube and J-Tube, 2) Hemoccult Testing, 3) Fingerstick glucose testing, and changes regarding the drugs used frequently in long term care. Students will receive an Ivy Tech Certificate upon completion of course.
Books/Cost: Included in course cost
Supplies/Cost: Included in course cost
Instructor Name: Jason Huff, RN
Location: Tri-State Building, Room 1
310 12162L083 1 session Sat Jan 10 9 A.M.-4 P.M. $73
(1/2-hour lunch)
310 12163L083 1 session Sat Feb 7 9 A.M.-4 P.M. $73
(1/2-hour lunch)

Tuberculosis PPD/Mantoux Skin Test Certification
This certification course facilitates the health care professionals understanding of Tuberculosis and the components of diagnosis and management. Participants will also learn how to administer the PPD (Mantoux) skin test and follow-up evaluations. Course includes certification test.
Books/Cost: Certification card included in course cost
Instructor Name: Janet Maxey, RN, ALA-Indiana Approved Instructor
Location: Tri-State Building, Room 1
320 12109L083 2 sessions Tue Apr 7 - Apr 14 4-7 P.M. $68

Credit Classes Refund Policy
See Page 15
Registration is Easy!
See page 32
PROFESSIONAL DEVELOPMENT

OPERATIONS MANAGEMENT

Certification in Production and Inventory Management (CPIM)

Ivy Tech Community College and APICS Central Indiana Chapter have partnered to offer a Certification in Production and Inventory Management (CPIM). This certification provides a common foundation for individuals and organizations to evaluate their knowledge in the evolving field of inventory management. The certificate series consists of five courses: basics of supply chain management; master planning of resources; detailed scheduling and planning; execution and control of operations; and strategic management of resources.

Master Planning of Resources
Prerequisite: Basics of Supply Chain Management

In this class, students explore processes used to develop sales and operations plans, identify and assess internal/external demand and forecasting requirements, affect an achievable master schedule consistent with business policies, objectives and resource constraints. The class focuses on developing and validating a plan of supply, relating management of demand to the environment, and developing and validating the master schedule. In addition, the class encompasses concepts for transforming sales, marketing, and business requirements into a feasible and economic operations plan in various business environments. The class also addresses concepts and methodologies for managing projected and actual demands from distribution networks and external customers. Finally, the class presents methods for integrating sales and operations plans, demand forecasts, and customer demand into a particular master schedule. Possible scholarships available.
Books/Cost: Included in course cost
Instructor Name: Robert Haag
Location: Ivy Tech, Room 123
510 12187L083 8 sessions Mon Jan 26 - Mar 16
6-9 P.M.
$500 (New Members)
$550 (Non-Members)

Detailed Scheduling and Planning
Prerequisite: Basics of Supply Chain Management

This class focuses on material and capacity scheduling and planning. The class includes a detailed explanation of material requirements planning (MRP), a technique prevalent in manufacturing environments. The class also introduces another planning technique: material-dominated scheduling, which is applicable to process industries and other mature production environments. The class explains capacity requirements planning in detail and introduces other capacity planning techniques, including processor-dominated scheduling. Possible scholarships available.
Books/Cost: Included in course cost
Instructor Name: Robert Haag
Location: Ivy Tech, Room 123
510 12188L083 8 sessions Mon Mar 30 - May 18
6-9 P.M.
$500 (New Members)
$550 (Non-Members)

Execution and Control of Operations
This class focuses on prioritizing and sequencing work, executing work plans, implementing controls, reporting activity results, evaluating performance, and providing feedback on performance. The class explains techniques for scheduling and controlling production and processing operations. The class also addresses the execution of quality initiatives and continuous improvement plans as well as controlling and handling inventories. Finally, the class presents techniques for evaluating performance and collecting data for effective feedback. Possible scholarships available.
Books/Cost: Included in course cost
Instructor Name: Robert Haag
Location: Ivy Tech, Room 123
510 12189L091 8 sessions Mon Jun 1 – Jul 13
6 – 9 P.M.
$500 (New Members)
$550 (Non-Members)

Strategic Management of Resources
In this class, students explore the relationship of existing and emerging processes and technologies to manufacturing strategy and supply chain related functions. The class addresses aligning resources with the strategic plan, configuring and integrating operating processes to support the strategic plan, configuring and integrating operating processes to support the strategic plan, and implementing change. For best understanding of the class content, students should be familiar with the information and concepts presented in the other four modules before taking this class. Possible scholarships available.
Books/Cost: Included in course cost
Instructor Name: Robert Haag
Location: Ivy Tech, Room 123
510 12190L092 8 sessions Mon Jul 27 – Sep 21
6 – 9 P.M.
$500 (New Members)
$550 (Non-Members)

Basics of Supply Chain Management
This is an introductory class for production and inventory management professionals and CPIM candidates. This class provides basic definitions and concepts for planning and controlling the flow of materials into, through, and out of an organization. This class explains fundamental relationships among the activities that occur in the supply chain from suppliers to customers. In addition, the class addresses types of manufacturing systems, forecasting, master planning, material requirements planning, capacity management, production activity control, purchasing, inventory management, distribution, quality management, and Just-In-Time manufacturing. Possible scholarships available.
Books/Cost: Included in course cost
Instructor Name: Robert Haag
Location: Ivy Tech, Room to be announced
510 12104L083 10 sessions Thu Jan 15 – Mar 19
6-9 P.M.
$500 (New Members)
$550 (Non-Members)
TAKE ALL FOUR CLASSES BELOW AND EARN AN IVY TECH CERTIFICATE

An Overview of Project Management
This class offers an overview of project management, including discussion of how it differs from general management and what makes a project a project. Project scope, necessary project phases and the concept of project deliverables will also be covered.

Books/Cost: Handouts included in course cost
Instructor Name: Joyce Leone
Location: Ivy Tech, Room 123
530 12114L083 1 session Fri Mar 6 9 A.M.-Noon $69

Planning, Executing and Controlling Your Project
Sound activity planning and control of project parameters and resources are crucial to successfully completing your project. You will explore the project manager’s role as related to team roles and plan execution.

Books/Cost: Handouts included in course cost
Instructor Name: Joyce Leone
Location: Ivy Tech, Room 123
530 12115L083 1 session Fri Mar 6 1-4 P.M. $69

Project Management Techniques
In this seminar, you will cover widely used project management tools, including PERT, Gantt charts, precedence diagram scheduling and project management software.

Books/Cost: Handouts included in course cost
Instructor Name: Joyce Leone
Location: Ivy Tech, Room 123
530 12116L083 1 session Fri Apr 3 9 A.M.-Noon $69

The Human Element in Project Management
The project participants may well be the most crucial element in successfully completing a project. You will cover selecting team members, the importance of team building, the organizational structure and power and politics in project management.

Books/Cost: Handouts included in course cost
Instructor Name: Joyce Leone
Location: Ivy Tech, Room 123
530 12117L083 1 session Fri Apr 3 1-4 P.M. $69

NEW! OPM3® Workshop Earn 4 PDU’s
Every Organization Can Implement OPM3! The Organizational Project Management Maturity Model (OPM3) is rapidly becoming the preferred tool for improving organizational project management around the globe. It is a framework of Best Practices that demonstrate how to implement the content found in the PMBOK, Program and Portfolio Standards. OPM3 lists the key components required for world class project management. This does not come about by time and chance. It must be intelligently designed into the fabric and culture of organizations. When implemented correctly, OPM3 processes take organizations from Ad-Hoc, immature execution, to mature and disciplined projects, programs, and portfolio execution.

Attendance at this workshop will help your organization gain a thorough understanding of PMI’s OPM3. The workshop includes: 1) Detailed description of the OPM3 architecture and components. 2) Process framework for encapsulating all OPM3 Best Practices 3) Process models for mapping world class organizational procedures 4) Detailed steps for standardizing processes and process governance 5) Tools to measure, control, and improve processes in the organization and 6) OPM3 methods for Assessing the Organization. This workshop is presented in partnership with the Project Management Institute Southwestern Indiana Chapter.

Jamie Northrup, PMP is the principal consultant with Triple Constraint®. He is a former US Army Officer and has served as a Sr. Manager, Program Manager, and Project Manager in the Aerospace Engineering, Telecommunications, and Academic Industries. A graduate of the University of Iowa, Jamie holds a degree in Management Information Systems. He is certified as a PMP through the Project Management Institute and an original OPM3 team member and OPM3 Second Edition Core team member. He is trained in CMMI through the Software Engineering Institute at Carnegie Mellon University and has taught technology classes as an adjunct professor with Kirkwood Community College. Triple Constraint is an OPM3 consulting firm that has worked with Fortune 500 companies nationwide.

PLEASE REGISTER FOR ONLY ONE OF THE SESSIONS BELOW

OPM3 Workshop ONLY
Earn 4 PDU
Attend the workshop and have an afternoon snack.

Instructor Name: Jamie Northrup
Location: Ivy Tech, Room to be announced
520 12141L083 1 session Thu Apr 23 1-5 P.M. $95

PMI Southwestern Chapter April Meeting ONLY
Earn 1 PDU
Attend the PMI Chapter Meeting, featuring an OPM3 Overview prior to workshop and earn 1 PDU.

Instructor Name: Jamie Northrup
Location: Ivy Tech, Room to be announced
520 12142L083 1 session Thu Apr 23 11:30 A.M.-12:30 P.M. $10

OPM3 Workshop AND PMI Chapter Meeting
Earn 5 PDU
Attend the PMI Southwestern Indiana Chapter Meeting, OPM3 Workshop, and snack. Earn 5 PDU. Lunch will be available in the Ivy Tech Student Commons or bring your own.

Instructor Name: Jamie Northrup
Location: Ivy Tech, Room to be announced
520 12143L083 1 session Thu Apr 23 11:30 A.M.-5 P.M. $100
(1/2 hr lunch on your own)
**REAL ESTATE**

**Landlord/Tenant Course**
- Property Management of residential single family housing and apartments - topics include: standard practices, forms used, language and terms and statutes affecting property management.
- **Books/Cost:** Handouts included in course cost
- **Instructor Name:** Richard Ort, FC Tucker
- **Location:** Ivy Tech, Room to be announced
- **540 12117L083**  
  1 session Wed Mar 11  
  6-8 P.M.  
  $45

**Increasing the Worth & Value of Your Home!**
Learn what you can do to improve your home's resale value, what you can do to ensure the home you purchase has a good resale value, and so much more.
- **Books/Cost:** Included in course cost
- **Instructor Name:** Kristie Cooper
- **Location:** Ivy Tech, Room to be announced
- **240 12154L083**  
  1 session Wed Feb 25  
  6-8 P.M.  
  $13

**Real Estate Home Inspection Pre-License Course**
- Prerequisite: Licensed real estate salesperson - one year active
- The RECP Brokers Course will teach you everything you need to know to pass the state exam and earn your real estate broker license. This course covers: deeds and related contracts, real estate as an investment, settlement procedures, laws relating to agency, sales procedures, valuation methods, fair housing rules, property descriptions, financing, forms of ownership, property management, listing procedures, liens, mortgage loan qualifications, title search and insurance, closing costs and statements, interests in real property, state licensing law review, anti-trust regulations, and legal descriptions. Course does not include licensing exam.
- **Books/Cost:** Included in course cost
- **Instructor Name:** John Wahl
- **Location:** Ivy Tech, Room to be announced
- **530 12193L083**  
  6 sessions Fri/Sat/Sun Feb 13 - Feb 22  
  8 A.M.-5 P.M.  
  $995  
  (1-hour lunch)

**Real Estate Salesperson Pre-License Course**
- Ivy Tech’s Real Estate Salesperson and Real Estate Broker Pre-License courses are co-sponsored by RECP, (Real Estate Certification Program). RECP is Indiana’s oldest and largest real estate education and research program.
- This RECP approved Real Estate Salesperson Course is designed to help you pass the state exam and give you a solid foundation for a new career in real estate sales. The course covers: property descriptions, financing, forms of ownership, leasing, listing procedures, liens, mortgage loan qualification, title search and insurance, closing costs, interests in real property, state licensing laws, anti-trust regulations, legal descriptions, deeds and related contracts, real estate as an investment, settlement procedures, laws relating to agency, sales procedures, valuation methods, and fair housing rules. Course does not include licensing exam.
- **Books/Cost:** Included in course cost
- **Instructor Name:** To be announced
- **Location:** Ivy Tech, Room to be announced
- **530 12181L083**  
  18 sessions Mon & Wed Feb 9 - Apr 8  
  6-9 P.M.  
  $395
- **530 12181L091**  
  18 sessions Mon & Wed Apr 13 - Jun 15  
  6-9 P.M.  
  $395  
  (No class May 25)

**Continuing Education for Real Estate Professionals (Up to 16 CEUs)**
- **Prerequisite:** Licensed salesperson, broker, appraiser, or auctioneer
- Obtain all 16 hours of your required CE units in two days. Day 1 – covers the Indiana license law update (2M), anti-trust (2M), civil rights update (2M), and green future (2E). Day two covers laws suits (2E), multigenerational (2E), real estate home mortgage (2E), and click and close (2E). Fees must be pre-paid $129 for all 8 sessions or $20 per individual session on Feb 11 for the first session or June 11 for the second session. Registrations Feb 12 for the first session or after or June 11 or after for the second session will be $160 for 8 sessions or $25 per session.
- **Books/Cost:** Included in course cost
- **Instructor Name:** Tom Battle and Steve Martin
- **Location:** Ivy Tech, room to be announced
- **220 12196L083**  
  2-day course Wed & Thu Feb 18 – Feb 19  
  8 A.M.-5 P.M.  
  $160 (late)
- **220 12195L083**  
  2-day course Wed & Thu Jun 17 – Jun 18  
  8 A.M.-5 P.M.  
  $160 (late)
Workforce and Economic Development at Ivy Tech Community College works to develop programs and services that meet the training needs of local residents and businesses. These services are provided by designing, producing, conducting and evaluating courses specifically prepared to satisfy individual and employer needs on a one-time or on-going basis.

Accelerating Indiana’s workforce is provided by the Workforce and Economic Development department at Ivy Tech Community College. We are more than just a training provider. We’re a true partner in helping employers build a workforce that’s better skilled, more productive, and ready to move an organization forward in today’s competitive marketplace.

- A+ Certification
- APICS - Certification in Production and Inventory Management (CPIM)
- Residential/Remodeler Contractor Test Preparation Course
- Roofing Contractor Test Preparation Course
- Concrete & Masonry License Test Preparation Course
- Cisco
- ServSafe Certification Course
- C.P.R.
- Certified Nursing Assistant (C.N.A.)
- Real Estate Broker
- Real Estate Sales
- Real Estate Home Inspection
- EPA – Environmental Protection Agency
- Waste Water Operations
- Online Certified Nursing Assistant (C.N.A.)
- Online Dietary Manager
- Online Emergency Medical Technician - Basic (EMT-B)

Call (812) 429-9810 today for more information.
SAFETY/ENVIRONMENTAL

ARE YOU A SUBJECT MATTER EXPERT?

Are you considered an expert in a subject or skill that is near and dear to your heart?

Ivy Tech’s Continuing Education program is always looking for local experts willing to share their knowledge with the community.

If you would like to explore teaching a class, we would like to hear from you. Examples of subject areas that we might consider include dance, culinary arts, the art of making wine, euchre, bridge, home health care, gift wrapping, solar panels, windmills, fishing, coupon shopping, automobile painting and body work, small engine repair, appliance repair, floral design, languages, crafts for gift giving, vegetable gardening, food preservation, clothing alterations, auctioneering, and more!

We are accepting résumés from individuals interested in part-time teaching assignments in the following areas:

- Massage
- Dancing
- Photography
- Insurance Licensure Preparatory Training
- Bridge or Euchre
- Youth Classes
- Economy Tips

Practical Electrical Training and Electronics

- Computers
- Japanese
- Security
- Culinary
- Sustainability

Instructor and Program Development

Certified in Home Health

Contact:

Judy Gumbel, Manager of Continuing Education
Ivy Tech Community College
3501 N. First Avenue
Evansville, IN 47710
(812) 429-1395
jgumbel@ivytech.edu

SAFETY/ENVIRONMENTAL

A/S Activated Sludge Review (10 Technical CEUs)
IDEM APPROVED

This IDEM approved course was designed specifically for wastewater professionals to maintain their operator permits. This is a technical review of the processes commonly used to maintain an active sludge facility, regulations, instrumentations, sampling and monitoring, municipal bio-solids generation and disposal will also be discussed.

Books/Cost: Handouts included in course cost
Supplies/Cost: Students are required to bring a calculator with them to class.
Instructor Name: DuWayne Johnson
Location: Ivy Tech, Room 123
430 12101L083 1 session Sat May 2
6 A.M.-4:30 P.M. $120

EPA Certification Exam

Air Conditioning and Refrigeration Technicians may take the Environmental Protection Agency's (EPA) Certification Exam at Ivy Tech Community College of Indiana. The preparatory manual contains all of the information air conditioning and refrigeration service personnel will need to successfully become certified as a universal technician. The preparatory manual is in compliance with the Federal Clean Air Act-Section 608.

Upon enrollment you will receive a preparatory manual. All tests are by appointment only.

Books/Cost: Materials and test included in course cost
Instructor Name: Don Merle
Location: Ivy Tech, Room 176
410 12161L083 1 session $99

Fall Protection

In 2004, the Bureau of Labor Statistics (BLS) reported that 1,224 construction workers died on the job with 36% of those fatalities resulting from falls. Events surrounding these types of accidents often involve a number of factors, including unstable working surfaces, misuse of fall protection equipment, and human error. This class aids in recognizing and evaluating hazards and possible solution in the workplace.

Books/Cost: Handouts included in course cost
Instructor Name: Tom Redmon
Location: Ivy Tech, Room 123
SAFE15100L083 1 session Thu Mar 12
9-11 A.M. $45
Metals 10 (10 Technical CEU)
IDEM Approved
This course has been designed specifically for the wastewater professional to provide 10 CEUs to maintain his/her permit. It reviews metal removal for the industrial operator as well as provides municipal operators with knowledge of industrial operations. Students learn to treat complex metals destroy cyanide and chromium removal.
Books/Cost: Handouts included in course cost
Supplies/Cost: Students are required to bring a calculator with them to class.
Instructor Name: DuWayne Johnson
Location: Ivy Tech, Room 122
430 12105L083 1 session Sat Jun 6
6 A.M.-4:30 P.M. $120

OSHA - 10 Hour Outreach for General Industry
Become familiar with using OSHA Standards of construction 29CFR Part 1926. Students review standard safety and health principles, giving preparation for recognizing and controlling a variety of hazardous conditions. OSHA course completion card will be issued.
Books/Cost: Handouts included in course cost
Instructor Name: Tom Redmon
Location: Ivy Tech, Room 123
SAFE10000L083 2 sessions Wed & Thu Feb 11 - Feb 12
Wed 8 A.M.-5 P.M., Thu 8 A.M.-Noon $355

OSHA - Electrical Safety
Training in the safety-related work practices required by the OSHA Electric Standard Subpart S as well as Arc Flash.
Books/Cost: Handouts included in course cost
Instructor Name: Tom Redmon
Location: Ivy Tech, Room 123
SAFE11000L083 1 session Thu Apr 16
8 A.M.-5 P.M. (1-hr. lunch) $175

OSHA - HazWoper 8 Hour Refresher
This 8 hour course covers new and pending regulations and updated techniques concerning hazardous waste materials. Students receive an 8 hour certificate upon completion.
Books/Cost: To be announced
Instructor Name: Tom Redmon
Location: Ivy Tech, Room to be announced
SAFE10600L083 1 session Wed Apr 8
8 A.M.-5 P.M. $99

OSHA - Powered Industrial Truck
Providing the operator with the safety guidance for powered industrial truck operations, this class precedes the on-the-job evaluation that the employee must have to be qualified.
Books/Cost: To be announced
Instructor Name: Tom Redmon
Location: Ivy Tech, Room to be announced
SAFE15500L083 1 session Thu Feb 5
8 A.M.-12 noon $56

R-410A Certification
Since the EPA has established the phase out of the HCFC R-22, more manufacturers are building air conditioning equipment using the HFC-410 presently marketed under the brand names of Puron, Suva 410A, and Gentron AZ-20. Product 410-A operates at substantially higher temperatures, requires different tools and equipment, and requires new safety standards when installing, repairing or retrofitting systems. Learn how to work with R-410A and get industry certified. This seminar will prepare you for the certification exam. The certification exam cost is included in course cost.
Instructor Name: Don Merle
Location: Ivy Tech, Room 176
410 12171L083 1 session Sat Apr 4
8 A.M.-5 P.M. (1-hr. lunch) $150

Wastewater Plant Operations – Municipal
(24 Technical CEUs)
IDEM Approved
Obtain an understanding of wastewater treatment process and regulations concerning the discharge of treated wastes. Learn about preliminary, primary, and biological treatment. Sludge digestion stabilization and disposal will also be presented. Examine various lab tests and useful plant mathematics associated with those processes. The focus is compliance with state and federal regulations and to prepare for the state exam April 24.
Books/Cost: Operation of Wastewater Treatment Plants – Volumes 1 & 2. Estimated at $140.
Instructor Name: DuWayne Johnson
Location: Ivy Tech, Room 123
410 12132L083 8 sessions Wed Feb 18 - Apr 15
6-9 P.M. (No class Mar 25) $345

COLLEGE REFUND POLICY: NON-CREDIT
Refunds are calculated by scheduled class dates. These are student-initiated refunds that may be received as follows:

Any time before class starts: 100% Refund
After class starts: Less than 20% of contact hours completed: 50% Refund
20% or more of contact hours completed: 0% Refund

COLLEGE REFUND POLICY: CREDIT
Visit www.ivytech.edu/evansville/financialaid/refund.html to review credit classes Refund Policy.
NEW! Powerful Presentations
Did you know public speaking is the second most common fear right behind death? The purpose of this workshop is to reduce public speaking fears and to come away with new and innovative ideas of how to get your audience's attention and keep them engaged.

**Books/Cost:** Handouts included in course cost  
**Instructor Name:** Natalie Morgan  
**Location:** Ivy Tech, Room 123  
240 12161L083 2 sessions Tue Feb 10 – Feb 17  
6-9 P.M. $59

**WELLNESS & FITNESS**

**NCSF Certified Personal Trainer Course**
Prerequisite: Highly recommended that you have a minimum level of knowledge in anatomy & physiology, exercise science terminology, training evaluation & instructional techniques, exercise prescription, screening protocols and nutrition. Minimum age 18.

The National Council on Strength and Fitness (NCSF) Certified Personal Trainer Course is designed to synthesize the knowledge acquired from an exercise science curriculum with practical application for successful job performance in the fitness industry. The goal of the course is to provide professional development and prepare students for the NCSF Board Certification Exam. Students will be prepared to practice as personal trainers with a highly regarded, legally-defensible certification.

**Instructor Name:** Stephanie Walden-Schwake, MS Exercise Physiology  
**Certified American College of Sports Medicine Health/Fitness Instructor**  
**American Red Cross Instructor, CPR/AED, Standard First Aid**  
**Location:** Ivy Tech, Room to be announced  
310 12105L083 1 session Mon Feb 2  
8 A.M.-5 P.M. $82  
(1-hr. lunch)

**Computer Training**

**Intro to Personal Computing**
Learn the basics of working with the Microsoft Windows® operating system, including moving and resizing windows, creating and saving in folders, customizing the desktop and screensaver and more. Then you will explore word processing with Microsoft Word and spreadsheets with Microsoft Excel. Finish the day learning the basics of browsing the Internet.

**Books/Cost:** Handouts included in course cost  
**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes  
**Instructor Name:** Jan Thompson  
**Location:** Ivy Tech, Room 122  
110 12105L083 5 sessions Tue Feb 3 – Mar 3  
6-9 P.M. $135

**Everyday Computing: Microsoft Word, Microsoft Excel**
Learn basic functions common to most computer programs: cut, copy, paste, spell check and more. Then explore word processing with two of the most widely used programs available: Microsoft Word® and Microsoft Excel®.

**Books/Cost:** Word and Excel Quick Source Guides. Estimated at $6 each.  
**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes  
**Instructor Name:** Kevin Gentry  
**Location:** Ivy Tech, Room 122  
110 12105L083 5 sessions Tue Feb 3 – Mar 3  
6-9 P.M. $135

**Making the Most of Word**
Prerequisite: Intro to Personal Computing or basic computer knowledge
Go beyond basic word processing by learning advanced techniques in Microsoft Word. Learn to create templates and forms for documents used repeatedly. Record macros to automate repetitive or complex tasks. Insert graphics and Word Art to add a professional look. Then, create a data source for a mail merge with form letters, mailing lists or labels.

**Books/Cost:** Handouts included in course cost  
**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes  
**Instructor Name:** Jan Thompson  
**Location:** Ivy Tech, Room 122  
540 12156L083 1 session Thu Feb 19  
8 A.M.-5 P.M. $82  
(1-hr. lunch)

All registrations must be mailed or faxed to Ivy Tech Community College. Registration is no complete without payment. For more information, call (812) 429-9847.
**EXCEL (SPREADSHEETS/FORMS)**

### Making the Most of Excel
**Prerequisite: Familiarity with Excel**
Learn to use Microsoft Excel functions on the toolbar, as well as the IF, PMT and FV functions. Then learn to create macros to automate complex or repetitive tasks, and end the day by exploring the use of charts and graphs in Microsoft Excel.

**Books/Cost:** Handouts included in course cost

**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Jan Thompson

**Location:** Ivy Tech, Room 122

- **110 12166L083**
  - 2 sessions
  - Mon Mar 9 - Mar 16
  - 6-10 P.M.
  - $82

---

### Using Excel’s Functions
**Prerequisite: Familiarity with Microsoft Excel®**
Microsoft Excel has over 300 functions. How many of them are you using? Learn how functions work and explore how to use them through hands-on practice.

**Books/Cost:** Handouts included in course cost

**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Jan Thompson

**Location:** Ivy Tech, Room 122

- **540 12129L083**
  - 1 session
  - Mon Mar 30
  - 6-9 P.M.
  - $69

---

**POWERPOINT (PRESENTATIONS)**

### Introduction to Microsoft PowerPoint®
This course is a single session designed to introduce the basics of creating a PowerPoint presentation, including how to produce a slide show that includes graphics and charts.


**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Kevin Gentry

**Location:** Ivy Tech, Room 122

- **540 12140L083**
  - 1 session
  - Wed Mar 18
  - 6-9 P.M.
  - $69

---

### Microsoft PowerPoint® with Pizzazz!
Add pizzazz to your Microsoft PowerPoint presentations by adding sound, animation and graphics. Learn how to create and customize your own slide masters. Combine slides from different PowerPoint presentations together to create a new slide show. Discover how an internet connection and hyperlinks can add depth to your presentation.

**Books/Cost:** Handouts included in course cost

**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Stephanie Osborne

**Location:** Ivy Tech, Room 122

- **540 12143L083**
  - 1 session
  - Mon Mar 30
  - 8 A.M.-5 P.M.
  - $82

---

### Microsoft Office 2007 - What’s New!
This course offers an excellent survey of the new Microsoft Office Suite. You will review Outlook and the Internet, Word, Excel, PowerPoint, Access, and Publisher utilizing Windows Vista and the MS 2007 Office Suite. You will conclude the class with an office integration project that brings the applications together.


**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** To be announced

**Location:** Ivy Tech, Room 122

- **110 12116L083**
  - 5 sessions
  - Wed Apr 1 - Apr 29
  - 6-9 P.M.
  - $149

---

### Microsoft Publisher® 2007
Explore desktop publishing using design software from Microsoft. Whether you have experience with desktop publishing or not, this course will have you creating documents in just a few hours! Create newsletters, brochures, and flyers that will really get you noticed.

**Books/Cost:** To be announced

**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Marion Meier

**Location:** Ivy Tech, Room 122

- **140 12114L083**
  - 4 sessions
  - Fri Apr 3 - Apr 24
  - 9 A.M.-Noon
  - $153

---

**ACCESS (DATABASES)**

### What is a Database?
Feel overwhelmed by the amount of information that you must keep at your fingertips? Learn what a database is and how it can effectively track that information and improve your productivity. Make your job easier.

**Books/Cost:** Handouts included in course cost

**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Kevin Gentry

**Location:** Ivy Tech, Room 122

- **540 12131L083**
  - 1 session
  - Wed Feb 25
  - 6-9 P.M.
  - $69
**PROFESSIONAL DEVELOPMENT**

**ACCESS | QUICKBOOKS | OPERATING SYSTEMS**

---

**Intro to Microsoft Access®**

Prerequisite: "What is a Database?" and familiarity with Excel

Learn the basic principles and terminology of the Access database, followed by hands-on experience creating and manipulating a table and table data.

**Books/Cost:** Step By Step MS Access 2007. Estimated at $25

**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Kevin Gentry

**Location:** Ivy Tech, Room 122

540 12152L083 2 sessions Tue Mar 17 - Mar 31

6-9 P.M. $115

(No class Mar 24)

---

**Intermediate Microsoft Access®**

Prerequisite: Intro to Microsoft Access

This second of the three courses is the next step for students seeking to continue their studies in Access. Students interested in enrolling need to have a good understanding of all basic areas of Access, including how to navigate around the program. Topics include data extraction, building and customizing forms, creating and modifying queries, and report generation. Students will complete a project to reinforce these skills.

**Books/Cost:** Step by Step MS Access 2007, estimated at $25.

**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Kevin Gentry

**Location:** Ivy Tech, Room 122

540 12154L083 2 sessions Tue Apr 7 - Apr 14

6-9 P.M. $115

---

**Advanced Microsoft Access®**

Prerequisite: Intermediate Access

This final course will provide you with the finishing touches on your understanding and practical applications of the Microsoft Access program. Skills learned in Intro to Access and Intermediate Access will be required to succeed in this class. Topics include sorting data, complex query definition, complex form design, advanced report generation, SQL, Visual Basic, HTML, and Macros.

**Books/Cost:** Access Source Guide. Estimated at $6

**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Kevin Gentry

**Location:** Ivy Tech, Room 122

540 12155L083 2 sessions Tue Apr 28 - May 5

6-9 P.M. $115

---

**QUICKBOOKS (ACCOUNTING/FINANCIAL)**

**QuickBooks Pro (Version 2008)**

Prerequisite: A working knowledge of Microsoft Windows® is required; Microsoft Word® is recommended.

This Intuit software program is designed to help small and medium sized businesses keep their books easily and accurately. In this course you will be introduced to the software and learn basic file management tasks. The basic skills you need to effectively deal with customers, vendors and banking transactions will be covered. You will also learn how to create and customize your own company file.

**Books/Cost:** QuickBooks Pro. Cost to be announced.

**Instructor Name:** William Schenk

**Location:** Ivy Tech, Room 122

150 12138L083 10 sessions Thu Jan 29 - Apr 9

6-9 P.M. $295

(No class Mar 26)

---

**OPERATING SYSTEMS**

**Microsoft Vista®**

Microsoft Vista brings the biggest changes to Windows in more than a decade. In this class, you will learn how to configure and manage the new desktop, manage documents, photographs, and other types of files; configure and use the new backup and system management features; troubleshoot and solve problems; configure Vista to run older programs; discover Vista's new applications such as Windows Mail, Windows Photo Gallery, Windows Media Center, and others.

**Books/Cost:** Windows Vista, the Missing Manual by David Pogue. Estimated at $35

**Supplies/Cost:** Students should bring a 512MB or larger USB flash drive to all classes

**Instructor Name:** Mark E. Soper

**Location:** Ivy Tech, Room 122

110 12114L083 3 sessions Wed Feb 4 - Feb 18

6-9 P.M. $153
Ed2Go continues to offer computer workshops and other non-credit courses over the Internet through ed2go. Expert instructors facilitate our online courses. A dedicated instructor stands behind every ed2go course, pacing the lessons, and answering questions. Each course runs for six weeks and consists of 12 lessons that are supplemented by interactive quizzes, assignments, tutorials, and online discussion.

Our online courses are user-friendly. You won’t need a broadband connection, special equipment or a computer consultant to get full enjoyment from an ed2go course. Every course we offer has been carefully engineered to provide you with quick and easy access to all your course materials - no matter what type of computer you use or how slow your Internet connection may be. Our online courses are fun and highly interactive. You will have plenty of opportunities to interact not only with your instructor, but also with your fellow students - each of whom shares a common interest in the course subject matter with you.

Read your lessons and ask questions of your instructor at the time most convenient to you. All class materials are designed not to tie up your time or telephone line. Most assignments can be completed offline. All you need to get started is Internet access and an email address. Some courses may require additional software. For additional information, requirements (if any), and course descriptions/syllabi, go to www.ed2go.com/ivytech-evv or call (812) 429-9847 with registration questions.

**ED2GO COURSE SCHEDULE – SPRING 2009**

**Course start dates:**
Jan 21, Feb 18, Mar 18, Apr 15, May 20

Courses average $99. Some certification and specialized classes cost more. Following please find the program headings. Just log on or call (812) 429-9847 to learn about the multiple classes under each heading.

Log on to our web site at www.ed2go.com/ivytech-evv to learn more about our online continuing education courses! Sign up today!

**Computer Applications Courses**
**Desktop Publishing & Imaging Courses**
Includes Photoshop courses
**Computer Troubleshooting & Networking Courses**
**Computer Programming & Database Management Courses**
**Certification Prep Courses**
A+ Certification courses
MCSE Certification courses
**Internet Courses**
**Web Page Design Courses**
**Web Graphics and Multimedia Courses**
**Web Programming Courses**
**Basic Computer Literacy Courses**
**Palm Pilot & Pocket PC Courses**
**Digital Photography & Digital Video Courses**
**Language Courses**
**Writing Courses**
**Entertainment Industry Career Courses**
**Grant Writing & Nonprofit Management Courses**
**Business Planning & Entrepreneurial Courses**
**Sales and Marketing Courses**
**Accounting Courses**
**Business Administration & Management Courses**
**Test Prep Courses**
**Personal & Career Development Courses**
**Personal Finance & Wealth Building Courses**
**Health Care, Nutrition & Fitness Courses**
**Family & Personal Enrichment Courses**
**Child Care & Parenting Courses**
**Art, History, Psychology & Literature Courses**
**Math, Philosophy & Science Courses**
**Law & Legal Career Courses**
**Continuing Education for Health Care Professionals**
**Courses for Teaching Professionals**
**Courses in Spanish**
**Design and New Media Certificate Programs**

NEW COURSES ARE REGULARLY BEING ADDED!

Are you aware Ed2Go offers continuing education in nursing by the American Nurses Credentialing Center's Commission on Accreditation.
**PERSONAL ENRICHMENT**

**ANIMAL TRAINING**

**HOPE: Help Our Pets Excel**
A dog is a turbulent dynamic engine of adaptation. Dogs do what they do - not because they are evil, good or noble, but because they are adapting to their environment. Do you want to understand your dog? Do you want answers to your question, "Why does my dog do that?" This class can help answer your questions, enhance your relationship with your dog, sharpen your communication and handling skills; all while doing no harm.

*Books/Cost: To be announced*
*Instructor Name: Marlin Beck, CPDT (Certified Pet Dog Trainer)*
*Location: Ivy Tech, Plaza 3409*

**Learn to say "YES" Dog Training**
Prerequisite: Written proof of vaccinations: 1) Rabies, 2) Parvo, 3) Distemper and 4) Kennel cough (Bring to the first class). Do not bring dog to first class. All other matters such as equipment, etc. will be discussed at this class.

This class is for any non-aggressive dog four months of age or older. The owner will learn how to precisely signal his dog's correct responses and reward it so that it will be more likely to happen again. Obedience exercises such as sit, stand, down and maintain are introduced, as are loose-leash walking, polite greetings, “leave-it,” attention and the really reliable recall skills crucial to the pet dog living in our society. The owner will gain a better understanding of what dogs need and can be expected to achieve through discussions of how to positively approach the challenges that arise with dogs in the household.

*Books/Cost: To be announced*
*Instructor Name: Marlin Beck, CPDT (Certified Pet Dog Trainer)*
*Location: Ivy Tech, Plaza 3409*

**ART**

**Bob Ross Wet-On-Wet Oil Painting – Level I**
Wet-On-Wet is the application of wet paint, omitting the traditional “wait” for each layer to dry. Using special firm oil paints and starting with a wet-based canvas, paint will be "glided" across the canvas with large brushes and palette knives; making clouds, trees, mountains and water appear as if they came out of nowhere. If you feel you have no talent for creativity or just wish to try something new, give this technique a try. At the end of five weeks you’ll have a beautiful 16" x 20" oil painting that you’ll be proud to display or give as a gift, and you’ll have learned the techniques to create your own landscapes.

*Books/Cost: To be announced*
*Instructor Name: Judy Breunig*
*Location: To be announced*

**Painting With Watercolor**
This class is designed for watercolor artists of all levels from the very beginning to the most advanced. Design, composition, and understanding of color will be discussed. Many techniques will be presented, including but not limited to, color lifting, use of salt and glazing. Subject matter presented in this course will include seascapes, landscapes, florals, and still life.

*Books/Cost: To be announced*
*Instructor Name: Gloria Baker*
*Location: Tri-State Building, Room to be announced*

**CRAFTS**

**Basket Weaving Supply List**
Supplies/Cost: Weaving materials and supplies provided and are included in the course cost. Students are expected to provide for each of the basket weaving classes: their own scissors, small sharp knife, small flathead screwdriver, clip type clothespins, pencil, highlighter, tape measurer (no rulers), a bucket, old towel and spray bottle.

Karen O’Nan Martin, a self taught basket maker and nature lover began weaving in 1986 as a pastime while being a stay at home mom. Encouragement from family and friends lead her to open a home base business Hillcrest Collectibles in 1988. She was juried into the Kentucky Crafted Market in 1992 and began selling her work nationwide. After adding a greenhouse in 2006 she changed the name to Hillcrest Baskets and Greenhouse. She offers a variety of weaving classes, as well as a greenhouse packed with seasonal flowers and herbs. She is a member of Kentucky Crafted, Kentucky Proud the Kentucky Art Council, Western Kentucky Agritourism and Kentucky Farms are Fun. Her work was sold by the Smithsonian Institution at the 1996 Winter Olympics in Atlanta GA. Her baskets are sold at several Kentucky State parks as well as tourist areas in several states.
Intermediate Basket Weaving
Advance your weaving skills by learning fancy handle wraps, using accents and adding color to your baskets. You will complete three projects: A mail basket, a large fireside basket, and an Indian Twill basket.

Books/Cost: Handouts included in course cost
Supplies/Cost: See supply list page 20 plus a wood shaver
Instructor Name: Karen O'Nan Martin
Location: Ivy Tech, Plaza 3409
210 12189L083  5 sessions  Tue Feb 10 - Mar 10  6-8:30 P.M.  $130

NEW! Tote Bag
Prerequisite: Prior weaving experience required
This advanced level colorful basket uses twill weave. It measures 5” x 14” and includes two leather handles.
Supplies/Cost: See supply list page 20
Instructor Name: Karen O'Nan Martin
Location: Ivy Tech, Plaza 3411-B
220 12143L083  1 session  Thu Mar 5  6-10 P.M.  $69

Easter Basket
Prerequisite: Prior weaving experience required
This rainbow basket will have a sturdy bottom with a wrapped handle. It measures about 10” diameter and woven with a mixture of colors. It will be a perfect keepsake basket for you or a great Easter gift for someone special.
Supplies/Cost: See supply list page 20
Instructor Name: Karen O’Nan Martin
Location: Ivy Tech, Plaza 3411-B
130 12169L083  1 session  Mon Mar 9  5:30-10 P.M.  $64

NEW! Mama’s Tulip Basket
Prerequisite: Beginning Basket Weaving
This intermediate level 6” x 13” basket is woven with a unique handle style. It is also accented with dyed reed and a tulip shape tie on.
Supplies/Cost: See supply list page 20
Instructor: Karen O’Nan Martin
Location: Ivy Tech, Plaza 3411-B
240 12142L083  1 session  Wed May 6  6-10 P.M.  $59

“Great class! I have already signed up for 2 more.
Also looking forward to more in the spring.”

Dawn Kracker

NEW! Seatweaving - Advanced
Prerequisite: Beginning and Intermediate Seatweaving
Learn the traditional form of seat caning. In this class you will complete one hand caned foot stool.
Books/Cost: Handouts included in course cost
Supplies/Cost: Included in course cost
Instructor Name: Karen O’Nan Martin
Location: Ivy Tech, Plaza 3411-B
210 12190L083  3 sessions  Tue Apr 14 - Apr 28  6-9:30 P.M.  $185

NEW! Jewelry - WigJig® Demonstration/Tutorial
Some of the hottest jewelry designs today are made using innovative wire-wrapped components. Come learn how to use the premier wire-wrapping tool…the WigJig jewelry jig. The WigJig jewelry jig helps the novice through advanced jewelry designer create virtually any kind of wire component from the simple to the complex, easily and consistently. You’ll even make a great pair of earrings and a matching pendant during class. Be prepared to go home absolutely inspired.
Books/Cost: Handouts included in course cost
Supplies/Cost: Students will bring all supplies and tools as needed. A supply list will be provided.
Instructor Name: Beth Elpers
Location: Ivy Tech, Plaza 3411-B
220 12153L083  1 session  Fri Feb 20  6-9 P.M.  $23

NEW! Jewelry - “All Wired Up” Bracelet
Who doesn’t want to wear one-of-a-kind jewelry? In this class you’ll learn how to make a truly stunning one-of-a-kind, free-form wire-wrapped bracelet using beautiful beads, wrapping wire and your own two hands. If you like to think outside-of-the-box then this class is for you. Come see what you can create when you let your hands be your best tool.
Books/Cost: Handouts included in course cost
Supplies/Cost: Students will bring all supplies and tools as needed. A supply list will be provided.
Instructor Name: Beth Elpers
Location: Ivy Tech, Plaza 3411-B
220 12154L083  1 session  Wed Mar 18  6-9 P.M.  $23
NEW! Jewelry - “Easy” Earwires

With the cost of sterling silver and gold-filled jewelry components steadily going up, why not learn how to make your own custom earring wires? With only a few tools, some sterling silver or gold-filled jewelry wire and your own two hands you'll be able to create impressive earring wires at a fraction of the cost you would pay for ones that are factory produced. You’ll even learn how to make your own headpins, helping you save even more money. From your work in class you will be able to take home a great pair of finished earrings along with several pairs of earwires and headpins that are ready for you to use in your next project.

Books/Cost: Handouts included in course cost
Supplies/Cost: Students will bring all supplies and tools as needed. A supply list will be provided.
Instructor Name: Beth Elpers
Location: Ivy Tech, Plaza 3411-B
220 12159L083 1 session 6-9 P.M. Mon Apr 27 $23

NEW! Knitting - Advanced

Prerequisite: Basic knitting experience is necessary to take this course.
The projected oriented Advanced Knitting class reviews basic knitting techniques, gauging yarns and needles, body measuring, tension sampling and other techniques such as Intarsia, Mobius, Double knitting, Mosaic, Cable and Lace. You will select a project including a pair of socks, Sweater, Lace Stole or Afghan. You can also learn individual techniques with the sample stitch projects. Students work at their own pace and schedule. There is no pressure in this class.
Supplies/Cost: Will vary per your choice of project (i.e. a sample stitch project will need two 4 oz solid color worsted yarn and #10 needles)
Instructor Name: Mako Hosokawa
Location: Ivy Tech, Room to be announced
220 12146L083 4 sessions 6-7:30 P.M. $49

CULINARY ARTS

A Little Touch of Italy
Be transported to the romantic reaches of Italy. “Rich and robust” describes the character of Tuscany’s landscape, its luscious wines and warm engaging people. Learn to prepare a meal designed to entertain your guests with the flavors, scents and nuances of Northern Italy.
Books/Cost: Handouts included in course cost
Instructor Name: Chef Walter Edwards, Jr.
Location: North Main Annex Café, 701 N Main St
210 12161L083 1 session 6-9 P.M. Mon May 4 $70

Cake 101
No need to spend big bucks at the bakery for something nice. Learn some simple tips and tricks to bake and decorate cakes like the pros.
Supplies/Cost: Included in course cost
Instructor Name: Carol Gott
Location: Ivy Tech, Plaza 3411-B
210 12103L083 1 session 6-9 P.M. Tue Feb 3 $73

Dining with Diabetes
Are you a person with diabetes, do you have a family member who is diabetic, or are you the caregiver for a diabetic? If so, this class is designed with you in mind. You will receive recipes and food preparation ideas that taste good AND fit into a diabetic diet. You will discuss the definition of diabetes, when and how much a diabetic should eat, and ways to prepare your favorite recipes using less sugar, less salt and less fat. The session will include a light meal of a main dish, side dishes and dessert.
Books/Cost: Book, materials, and lunch included in course cost
Supplies/Cost: Included in course cost
Instructor Name: Susan Plassmeier, CFS Extension Educator Vanderburgh County
Location: Ivy Tech, Room to be announced
240 12121L083 1 session 9 A.M.-2 P.M. Sat Apr 4 Cost $37/ person
240 12122L083 1 session 9 A.M.-2 P.M. Sat Apr 4 Cost $52/couple*
One Book and One Set of Materials

Easter Cookie Decorating
Students will learn how to create their own beautiful and professional looking decorated cookies. We will make an adorable baby chick hatching out of an egg cookie. This cookie is over 6” tall! In addition to the chick cookie, students will learn to decorate several other Easter/Springtime style cookies. 4-5 cookies total for each student.
Supplies/Cost: All tools and cookie decorations will be included for use in the classroom
Instructor Name: Cathy Webb
Location: Ivy Tech, Plaza 3411-B
210 12198L083 1 session 6-9 P.M. Tue Apr 7 $73
Simple Shower Cake
Don’t pay someone else a lot of money for a wedding shower or baby shower cake—make it yourself. Learn how to bake and decorate several basic shower cakes.
Supplies/Cost: Included in course cost
Instructor Name: Carol Gott
Location: Ivy Tech, Plaza 3411-B
210 12101L083 1 session Tue Feb 24 6-9 P.M. $73

Valentine Cookie Decorating
Students will learn how to create their own beautiful and professional looking decorated cookies. We will make romantic heart cookies and treats for gift giving. Victorian heart cookies, multi-media cookies and a "pop-art" cookie will be created.
Supplies/Cost: All tools and cookie decorations will be included for use in the classroom
Instructor Name: Cathy Webb
Location: Ivy Tech, Plaza 3411-B
210 12196L083 1 session Wed Feb 11 6-9 P.M. $73

Wines of the World I
Have you ever been curious about wine-tasting events and wanted to learn more? Here’s your chance to explore the many different wines of the world. Participants will be introduced to the basics of the wine-making process and how the vintner’s art can manipulate the process to obtain certain results. Participants will gain the knowledge to read and understand a wine’s label. During each session, participants will taste six different wines and will discuss and enjoy food pairings recommended for each major type of wine. The recipe to prepare each evening’s entrée with wine is provided to enhance the student’s personal entertaining experience.
Books/Cost: Handouts included in course cost
Instructor Name: Chef Walter Edwards, Jr.
Location: North Main Annex Café, 701 N Main St
210 12129L083 5 sessions Wed Feb 4 - Mar 4 6-8 P.M. $150

Wines of the World II
Now that you have become acquainted with the tastes, the characteristics and general information on different types of wines and the wine making processes, Wines of the World II will focus on location. Each class will concentrate on a country of origin and the different wines from various regions in these countries. The areas that will be studied include: Spain and Portugal, Italy, France, Australia, and Napa, California. Food served will be of the country of origin and recipes will be provided.
Books/Cost: Handouts included in course cost
Instructor Name: Chef Walter Edwards Jr.
Location: North Main Annex Café, 701 N Main St
210 12131L083 5 sessions Wed Apr 1 - Apr 29 6-8 P.M. $150

DANCE

Ballroom Dancing - Level I
Encounter the fun not to mention the benefits of exercise in ballroom dancing. Learn the basics in this beginner’s course that will add elegance to your dance steps. Ballroom dances include: swing and waltz. Class size is limited to 12 couples.
Instructor Name: Sandra Bee and Drew Colvard
Location: Ivy Tech, Room to be announced
210 12123L083 6 sessions Fri Feb 13 - Mar 20 6:30-7:30 P.M. $39/person
220 12116L083 6 sessions Fri Apr 3 - May 8 6:30 - 7:30 P.M. $39/person

Ballroom Dancing - Level II
Prerequisite: Ballroom Dance - Level I
Ballroom Dancing - stepping it up to the next level! Continue with the fun and exercise as this class reviews the Swing steps. In addition you will learn beginning dance moves to the Rumba. Class size is limited to 12 couples.
Instructor Name: Sandra Bee and Drew Colvard
Location: Ivy Tech, Room to be announced
210 12125L083 6 sessions Fri Feb 13 - Mar 20 7:45-8:45 P.M. $39/person
220 12117L083 6 sessions Fri Apr 3 - May 8 7:45-8:45 P.M. $39/person

Beginning Belly Dancing
Get ready to have fun while toning, stretching and strengthening those belly muscles! Class will begin with a warm-up session followed by technique (core position, what muscles initiate and isolate the movements), working a basic repertoire of belly dance steps, followed by stringing the learned steps together to create a choreography.
Instructor Name: Michelle Davis
Location: Ivy Tech, Welborn Foundation Fitness Center
210 12115L083 8 sessions Mon Feb 9 - Apr 6 7-8 P.M. $60

“I enjoyed having my own time to just focus on myself. Great for self-esteem!”
Amy Allen

Need a Gift?
An Ivy Tech Community College gift certificate in any amount is ideal. Just stop by the Business Affairs Office at 3501 N. First Avenue or call (812) 429-1440 for more details.
**AUTO MAINTENANCE**

**NEW! Engine Diagnostics - Scan Tools I**
An entry level course that will introduce the various types of Scan Tools available for use in diagnosing engine control systems, as well as some sub systems. Discussions include: choosing the scan tool for your needs, Scan Tool configuration, an explanation of OBD I and OBD II, using OBD II readiness monitors, an explanation of OBD II freeze frame data, procedures for retrieval and clearing of codes, basic use of data PID's displayed on the Scan Tool, and Scan tool limitations. No prerequisites required.

**Books/Cost:** Handouts included in course cost  
**Instructor Name:** Greg Warren, MS, CSIT, SAE  
**Location:** Ivy Tech, Room 163 & Lab 182  
250 12101L083  3 sessions  6-9 P.M.  $99

**DEFENSIVE DRIVING**

**Alive at 25° - Indiana, A National Safety Council program**  
This course is an Indiana Four-Point Credit Program designed for young drivers.

**It’s time for a change in focus.**  
Motor vehicle crashes are the #1 cause of death for young drivers ages 16 to 24! It is important that young drivers learn not only how to drive, but also how to live!

NSC's Alive at 25 connects with young Indiana drivers while showing you how to take safe driving personally. Teens gain the know-how for mature decision making and developing confidence while handling your vehicles.

Pre-registration is a must. Walk-ins are not allowed in class. Classes routinely held on Thursday evenings and Saturday mornings. Call (812) 429-9807 for more information.

**Cost:** $50*  
*Prices subject to change

---

**INTERIOR DESIGN**

**Accessorizing**  
You have painted the room; the furniture is in place, but something is missing. Learn the secrets of how to make a room more inviting by accessorizing.  
**Instructor Name:** Nick Williams  
**Location:** Lea Matthews, 5611 E. Morgan Avenue  
210 12172L083  1 session  Tue Mar 10  6-8 P.M.  $23

**Spring’s Latest Floral Trends**  
Finish your decorating scheme with floral arrangements to highlight your personal sense of style with techniques learned in a relaxed environment.  
**Instructor Name:** Nick Williams  
**Location:** Lea Matthews, 5611 E. Morgan Avenue  
130 12172L083  1 session  Tue Apr 21  6-8 P.M.  $29
FINANCIAL PLANNING

Credit & Debt Management Workshop
Presented in Partnership with Trinity Debt Management of Cincinnati, OH
In this 2-hour workshop you will learn important credit and debt management strategies to improve your personal finances. You will learn budgeting methods to eliminate credit card debts, the logic of credit scoring and credit scoring methods, as well as strategies to strengthen credit history and improve your credit score.
Books/Cost: Included in course cost

Eddie Moore works to build partnerships with business, nonprofits, and governmental organizations to help improve individuals’ understanding of personal finance. He is a certified credit counselor with academic background in public policy studies and research methods. He is a published author of financial education programs. He holds undergraduate degrees in History and Political Science from Miami University and Oxford, Ohio and a Master’s degree from the University of Akron.

Instructor Name: Eddie Moore, Credit Counselor certified by the National Institute of Financial Education (NIFE)
Location: Ivy Tech, Room to be announced
240 12156L083 1 session Tue Feb 17 6-8 P.M. $15

Manage Your Taxes All Year Long
Many people feel that they pay too much in income taxes or that the tax code is too complex. Chances are you are paying higher taxes than you have to. Learn about the various tax strategies you can implement to help reduce your tax liability and keep more of your income. In this class, you will learn how income taxes work, tax planning opportunities, what your tax return says about you, strategies for homeowners, tax and favored investing and saving strategies. You will receive a full-color, 20-page workbook with wealth of information on tax strategies.
Books/Cost: Workbook included in course cost
Instructor Name: Dr. Nelson Rivers, PhD
Location: Ivy Tech, Room to be announced
220 12169L083 1 session Tue Feb 3 6-8:30 P.M. $19

Where Does Your Money Go?
Offered in Partnership with the Purdue Extension Service
It’s payday but your paycheck is spent before it gets to the bank. This is the scenario for more and more tri-state citizens who are trying to cope with increasing expenses such as gasoline, taxes, health care, insurance and life! The paycheck stays the same but the costs keep going up and up and up. If rising expenses are not enough, frustrations are compounded by warnings for employees to beef up their savings and plan ahead for retirement. Consumers are left to ask “how can I do all this on a paycheck that has not increased enough to cover these expenses?” This class will help you find money in your budget to pay for current expenses and meet your future financial goals.
Instructor: Marylou Elbert, Warrick County Extension Agent
240 12157L083 1 session Wed Mar 11 6-8 $19

FOCUS ON COMMUNITY

World War II: Homefront USA, Evansville’s Finest Hour
The focus of this course is Homefront USA, with the focus on Evansville’s role in World War II. Discussion points will include Evansville’s numerous war industries, how the war affected local culture, the Evansville WW II media, and the FBI spy investigation. Analogies to Evansville today will be discussed. Background will include: the Third Reich and America’s attempt to avoid war. Several speakers will address the class including local WW II veterans, Rosie-the-Riveters, and local experts on WW II Evansville. A class excursion to the LST is included.
Books/Cost: Homefront Heroes: Evansville & the Tri-State in World War II, by Harold Morgan. Price $29 (normally $39.95) email instructor at mike@mikewhicker.com or see first day of class. Invitation to Valhalla by Mike Whicker. Email or see instructor about this book; this book is available at local libraries and does not have to be purchased.
Instructor Name: Mike Whicker and Harold Morgan
Location: Ivy Tech, Room to be announced
180 12112L083 6 sessions Wed Feb 4 - Mar 11 6:30-8:30 P.M. $81
## GARDENING

### NEW! Butterfly Gardening
Feel like a kid again. Learn the right flowers and plants to attract butterflies to your backyard. You will take home a plant for your own garden as well as a sample bag of the correct soil needed in planting. Bring a ruler and pencil.

**Supplies/Cost:** Included in course cost  
**Instructor:** Karen O’Nan Martin  
**Location:** Ivy Tech, Plaza 3409  
**220 12149L083**  
**1 session**  
**6-9 P.M.**  
**$49**

## HOME REPAIR SERIES

The Home Repair Series was created for home owners who desire to know a little more about their home and even save money by trouble shooting and repairing the most commonly found faults. The seminars are geared toward people with no knowledge of areas covered. These are a series of real, hands-on practical sessions. Individuals will see first hand, step-by-step procedures for troubleshooting and making repairs on their own – safely and professionally.

### Electrical
Learn some basic electrical skills. Follow discussions on electrical safety, alternating current, power distribution center, house circuits and types of wire. Learn about fuses and circuit breakers. Get hands on practical knowledge using tools of the trade. Troubleshoot and replace light switches, receptacles and GFCI receptacles. Professionally and safely install house circuits.

**Books/Cost:** Handouts included in course cost  
**Supplies/Cost:** Students to provide own hand tools after first class discussion on tools.  
**Instructor Name:** Jim Naas  
**Location:** Ivy Tech, Room to be announced  
**210 12104L083**  
**3 sessions**  
**6-9 P.M.**  
**$125**

### Heat & AC
Understand your furnace and AC. Follow basic discussions on thermostats, furnace operation and AC operation. Pick up some maintenance tips and diagnose common operational problems and what to do. Get hands on practical knowledge choosing and changing thermostats, transformers, motors and contactors.

**Books/Cost:** Handouts included in course cost  
**Supplies/Cost:** Students provide own hand tools  
**Instructor Name:** Aaron Armstrong  
**Location:** Ivy Tech, Room 176  
**210 12119L083**  
**3 sessions**  
**9 A.M.-Noon**  
**$125**

## INTERNET (EMAIL)

### Buying and Selling on eBay
Learn how to use eBay, the world’s most popular auction site to:
- Buy the items you want
- Beat out other buyers when bidding is furious
- Prevent yourself from overbidding
- Create compelling listings for products you want to sell
- Use photos to help your items sell for higher prices

**Instructor Name:** Mark E. Soper  
**Location:** Ivy Tech, Room 122  
**220 12111L083**  
**3 sessions**  
**9 A.M.-Noon**  
**$125**

## LANGUAGE

### Conversational Spanish - Introduction
This eight-week class will increase your ability to communicate with the area’s growing Spanish-speaking population. The course features pronunciation, grammar, introductions, greetings, and etiquette. Be at ease during your next trip to Panama, Costa Rica or Cancun.

**Books/Cost:** Included in course cost  
**Instructor Name:** Kristi Burns  
**Location:** Ivy Tech, Room to be announced  
**530 12154L083**  
**8 sessions**  
**6-8 P.M.**  
**$144**
Conversation Spanish - Intermediate
Prerequisite: Conversational Spanish - Introduction
An intermediate level Spanish class for those who speak English and some Spanish. The class will briefly review Introduction to Conversational Spanish. Beginning the second week of class the focus will be on a different work setting each week: applying, interviewing, and hiring; customer service; school and education; banking; medical and the judicial system. The curriculum includes class activities, dialogues and pronunciation.
Books/Cost: Included in course cost
Instructor Name: Linda Huber
Location: Ivy Tech, Room to be announced
530 12157L083 8 sessions Thu Jan 29 - Mar 19 6-8 P.M. $144

MAGIC

Magic & More
Explore the different forms of magic, such as close up magic, stage magic, parlor magic, and mentalism as well as some magic history. You will also explore the various styles of presenting magic – comedy, serious, storytelling, music and spooky. Practicing and rehearsal, stage presence, lighting, and sound will also be discussed.
Instructor Name: Bill Crowe
Location: Ivy Tech, Room 123
110 12112L083 6 sessions Tue Mar 3 - Apr 14 6-9 P.M. $99 (No class Mar 24)

MASSAGE

Knead a Massage?
Enroll with a partner and learn the basics of Massage Therapy and what it can do for you. It is not just a feel good thing! Skillful hands are the key to a great massage, but it takes a giving heart to make the massage healing. Healing the Body, Mind and Spirit with Therapeutic Massage. Wear comfortable clothing and bring a blanket and pillow.
Books/Cost: Handouts included in course cost
Instructor Name: Jennifer Thomas
Location: Ivy Tech, Room to be announced
320 12113L083 1 session Tue Apr 14 6-9 P.M. $36

PHOTOGRAPHY

Digital Photography
Get more out of your digital camera! Learn how to use basic and advanced camera features to take great photos indoors or out, day or night; how to transfer your pictures to your computer and keep your pictures organized; how to repair less-than-perfect photos and prepare them for printing or emailing.
Supplies/Cost: Students should bring a 512MB or larger USB flash drive to all classes
Instructor Name: Mark E. Soper
Location: Ivy Tech, Room 122
210 12193L083 4 sessions Mon Feb 9 - Mar 2 6-9 P.M. $144

Create Better Photos with Adobe Photoshop Elements
This class teaches you how to import your photos from digital cameras or scanners, repair and restore problems with off-color, poorly exposed or damaged photos, create slideshows on CD or DVD, store pictures and make great prints using Adobe Photoshop Elements 6 (with Adobe Premier Elements 4).
Supplies/Cost: Students should bring a 512MB or larger USB flash drive to all classes
Instructor Name: Mark E. Soper
Location: Ivy Tech, Room 122
220 12129L083 5 sessions Mon Apr 6 - May 4 6-9 P.M. $199

Advanced Digital Photography
This class teaches students how to use the advanced features of digital single-lens reflex (DSLR) cameras such as the Nikon D-series, Canon EOS Digital Rebel series, Sony Alpha Digital series, Pentax *IST, Olympus E-series, and similar products. Students will learn how to use zoom lenses, how to select interchangeable lenses, how and when to use filters, how and when to use RAW, TIFF, and JPEG image file formats, how and when to adjust ISO, white balance, burst mode, and other settings.
Books/Cost: Mastering Digital SLR Photography 2nd Edition by David D. Busch, Course Technology PTR. Estimated at $35
Supplies/Cost: Students should bring a 512MB or larger USB flash drive to all classes
Instructor Name: Mark E. Soper
Location: Ivy Tech, Room 122
210 12194L083 4 sessions Sat Mar 21 - Apr 18 9 A.M.-Noon $153 (No class Mar 28)

“I The instructor was very knowledgeable.
I enjoyed this class greatly!”
Alice Gonzalez

Need a Gift?
An Ivy Tech Community College gift certificate in any amount is ideal. Just stop by the Business Affairs Office at 3501 N. First Avenue or call (812) 429-1440 for more details.
RECREATION

Billiards - Play Your Best Pool!
This class will introduce you to the basic concepts of playing pool. Instruction is designed for everyone who wants to learn the basic skills required to play pocket billiards and gain self-confidence. Participants will have the opportunity to practice demonstrated skills. Equipment is provided. You'll have fun while learning the game enjoyed by women and men of all ages. **Class size is limited to 9.**
Books/Cost: Included in course cost
Instructor Name: Randy Heidorn
Location: Jillian’s Billiards Club, 701 NW Riverside
220 12160L083 2 sessions Wed Apr 8 - Apr 15 6-8:30 P.M. $54

Learn How to SCUBA Dive & Get Certified
Students will learn the basics of SCUBA diving at the Aquatech facility and the YMCA swimming pool. After taking this class and successfully mastering entry level diving skills you will have the opportunity to do 5 open water dives and earn your diving certification. It is expected that students have basic swimming skills and can swim 200 continuous yards and tread/float 10 minutes. Students are required to sign medical and liability release forms.
Books/Cost: Included in course cost
Supplies/Cost: Students are required to provide their own personal dive items such as fins, snorkel and mask. The average cost of these supplies is approximately $100. Students can receive a 20% discount at Aquatech.
Instructor Name: Larry Babcock - Certified Instructor and President of Aquatech
Location: Aquatech, YMCA & Dive Sites
220 12151L083 4 sessions Sat & Sun Apr 18 - Apr 26 3-8:00 p.m. $345

WELLNESS & FITNESS

Dining with Diabetes
Are you a person with diabetes, do you have a family member who is diabetic, or are you the caregiver for a diabetic? If so, this class is designed with you in mind. You will receive recipes and food preparation ideas that taste good AND fit into a diabetic diet. You will discuss the definition of Diabetes, when and how much a diabetic should eat, and ways to prepare your favorite recipes using less sugar, less salt and less fat. The session will include a light meal of a main dish, side dishes and dessert.
Books/Cost: Book, materials, and lunch included in course cost
Supplies/Cost: Included in course cost
Instructor Name: Susan Platzmeier, CFS Extension Educator Vanderburgh County
Location: Ivy Tech, Room to be announced
240 12121L083 1 session Sat Apr 4 9 A.M.-2 P.M. Cost $37/person
240 12122L083 1 session Sat Apr 4 9 A.M.-2 P.M. Cost $52/couple*
*One Book and One Set of Materials

Jazzercise
Jazzercise is a comprehensive fitness program designed to enhance endurance, strength and flexibility. The sixty minute workout includes a warm-up, aerobic training, strength training, stretching, and cool-down. Jazzercise accommodates all fitness levels by offering low impact versions of all the high impact movements as well as showing different levels of intensity.
Instructor Name: John Lutrell
Location: Ivy Tech, Welborn Foundation Fitness Center
140 12180L083 8 sessions Tue Jan 27 - Mar 17 Noon-1:00 P.M. $55

WELBORN FOUNDATION WELLNESS & FITNESS CENTER

Did you know that use of the Welborn Foundation Wellness & Fitness Center is an Ivy Tech student, staff, and faculty benefit? If you participate in classes at the College, including continuing education classes, you are eligible to use the fitness center during any semester that you are enrolled.

For more information about the fitness center call (812) 429-0585 or email r12-wfwf@lists.ivytech.edu.

The fitness center is located in room 142.

The Wellness & Fitness Center is open:
Monday – Thursday 7:00 a.m. to 7:00 p.m.
Friday 7:00 a.m. to 2:00 p.m.
Saturday 9:00 a.m. to 2:00 p.m.

STUDENTS UNDER 16 YEARS OF AGE MUST BE ACCOMPANIED BY A PARENT WHO IS ALSO AN IVY TECH STUDENT.
**Pilates**
Come and learn the “core” principles behind pilates. Classes emphasize proper execution, posture and breathing of the essential pilates exercises.  
*Instructor Name: Debbie Bizal*

*Location: Ivy Tech*

<table>
<thead>
<tr>
<th>Code</th>
<th>Sessions</th>
<th>Dates</th>
<th>Time</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>140 12160L083</td>
<td>8</td>
<td>Mon Jan 26 - Mar 16</td>
<td>5:30-6:30 P.M.</td>
<td>$55</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ivy Tech Plaza 3409</td>
<td></td>
<td></td>
</tr>
<tr>
<td>140 12161L083</td>
<td>8</td>
<td>Wed Jan 21 - Mar 11</td>
<td>5:30-6:30 P.M.</td>
<td>$55</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ivy Tech, Welborn Foundation Fitness Center</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Tai Chi**
Participate in this low-impact form of exercise and moving meditation. You will move in slow motion coordinating breathing with movement. This will lead to an overall feeling of well being while strengthening, toning, and stretching your body and your mind.  
*Books/Cost: Handouts included in course cost*
*Instructor Name: Diana Hobgood*

*Location: Ivy Tech, Welborn Foundation Fitness Center*

<table>
<thead>
<tr>
<th>Code</th>
<th>Sessions</th>
<th>Dates</th>
<th>Time</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>140 12190L083</td>
<td>8</td>
<td>Thu Jan 29 - Mar 19</td>
<td>5:30-6:30 P.M.</td>
<td>$55</td>
</tr>
</tbody>
</table>

“Diana is a fantastic instructor. She made the class very inviting and comfortable. Would love to take more classes with her.”

*Stacey E. Coley*

**Yoga**
This class will use Hatha style yoga with an emphasis on flow to release mental and physical tension. Enjoy head-to-toe stress-relieving and strength-building exercises by building into heat movements, stretching to lengthen your muscles and then reaching relaxation. No experience required.  
*Instructor Name: Maria Venturini*

*Location: Ivy Tech’s Welborn Foundation Fitness Center*

<table>
<thead>
<tr>
<th>Code</th>
<th>Sessions</th>
<th>Dates</th>
<th>Time</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>140 12162L083</td>
<td>8</td>
<td>Tue Jan 27 – Mar 17</td>
<td>5:30-6:30 P.M.</td>
<td>$55</td>
</tr>
</tbody>
</table>

**ZUMBA**
“Exercise in Disguise” This class format combines fast and slow rhythms to Latin and International music and dance movements that tone and sculpt the body in an aerobic/fitness for a balance of cardio and muscle-toning benefits. The cardio-based dance movements are easy-to-follow steps. Participants do not have to know how to dance to succeed at Zumba.  
*Instructor Name: Jessica Ward*

*Location: Ivy Tech’s Welborn Foundation Fitness Center*

<table>
<thead>
<tr>
<th>Code</th>
<th>Sessions</th>
<th>Dates</th>
<th>Time</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>140 12191L083</td>
<td>8</td>
<td>Thu Jan 29 - Mar 19</td>
<td>Noon-1:00 P.M.</td>
<td>$55</td>
</tr>
</tbody>
</table>

**WRITING**

**Secrets of Writing and Getting Published**
Getting started is the most critical issue for writers or hopeful writers. Discover the foundation for developing a story line, editing, getting published and how to market your material.  
*Books/Cost: Handouts included in course cost*
*Instructor Name: Cora Seaman*

*Location: Tri-State Building, Room 2*

<table>
<thead>
<tr>
<th>Code</th>
<th>Sessions</th>
<th>Dates</th>
<th>Time</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>220 12131L083</td>
<td>5</td>
<td>Thu Apr 2 - Apr 30</td>
<td>6-8 P.M.</td>
<td>$85</td>
</tr>
</tbody>
</table>

**SENIOR ADULT**

**BASIC COMPUTER CLASSES**

**Senior Computer Basics**
These courses are only for Senior Adults age 60 and above. Ivy Tech instructors designed these courses especially for the senior adults. Each course features hands-on instruction.  
Learn at a comfortable pace and unlock the secrets of computers. This course presents the basics of working in several software applications, such as: Windows operating system, word processing (Microsoft Word), and the Internet. Uncover the basics for using any software. Your knowledge will then explode with every session on the computer. This course is the beginning!  
*Supplies/Cost: Students should bring a 512MB or larger USB flash drive to all classes*
*Instructor Name: Jan Thompson*

*Location: Ivy Tech, Room 122*

<table>
<thead>
<tr>
<th>Code</th>
<th>Sessions</th>
<th>Dates</th>
<th>Time</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>140 12141L083</td>
<td>8</td>
<td>Wed Feb 4 - Apr 1</td>
<td>9 A.M.-Noon</td>
<td>$99</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(No class Mar 25)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

“Finally! A course on computers I can use!”

*Melanie Gohery*

**SCHOOL CANCELLATIONS:**
For information about emergency Continuing Education class closings, please call (812) 429-9898. Day class announcements will be made by 5 a.m. and evening class announcements will be made by 4 p.m. You can also check for cancellations on our website at www.ivytech.edu/evansville or sign up for text alerts at www.ivytech.edu/evansville.
PERSONAL ENRICHMENT

YOUTH COURSES

DRIVER EDUCATION COURSES

Evansville
Learn to drive in a program approved by the Indiana Department of Education. You will spend 30 hours in the classroom, 6 hours in driving observation, and 6 hours in individual, behind-the-wheel driving instruction. The driving experience will cover routes carefully chosen to represent all phases of driving. You must be 14 years and 9 months of age to begin the course.

Books/Cost: Included in course cost
Instructor Name: Steve Sander, Tom Bealmear, Kurt Wildeman, Bob Koehl, and Morris Clark
Location: Ivy Tech, Room 187

Discounted Classes for Senior Adults

Conversational Spanish - Introduction
See description on page 26
Books/Cost: Included in course cost.
Instructor Name: Kristi Burns
Location: Ivy Tech, Room to be announced
530 12155L083 8 sessions Mon Jan 26 - Mar 16
6-8 P.M. $99

Conversational Spanish - Intermediate
Prerequisite: Conversational Spanish - Introduction
See description on page 27
Books/Cost: Included in course cost.
Instructor Name: Linda Huber
Location: Ivy Tech, Room to be announced
530 12158L083 8 sessions Thu Jan 29 - Mar 19
6-8 P.M. $99

Senior Series Special Topics

Senior Digital Photography
Get more out of your digital camera! Learn how to use basic and advanced camera features to take great photos indoors or out, day or night; how to transfer your pictures to your computer and keep your pictures organized; how to repair less-than-perfect photos and prepare them for printing or emailing.
Supplies/Cost: Students should bring their digital cameras to the first class so the instructor knows which brand(s) and model(s) of camera the students are using.
Instructor Name: Mark E. Soper
Location: Ivy Tech, Room 122
140 12127L083 4 sessions Fri Feb 6 - Feb 27
9 A.M.-Noon $99
**DRIVER EDUCATION COURSES**

**Mt. Vernon High School**
Learn to drive in a program approved by the Indiana Department of Education. You will spend 30 hours in the classroom, 6 hours in driving observation, and 6 hours in individual, behind-the-wheel driving instruction. The driving experience will cover routes carefully chosen to represent all phases of driving. You must be 14 years and 9 months of age to begin the course.

*Books/Cost: Included in course cost*

*Instructor Name: Don Sellers & Dan Guthrie*

*Location: Mt. Vernon High School, Room to be announced*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Sessions</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>130 12130L083</td>
<td>12</td>
<td>$345*</td>
</tr>
<tr>
<td>Classroom:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon - Thu</td>
<td>Jan 20-22</td>
<td>3:30-6 P.M.</td>
</tr>
<tr>
<td>Mon - Thu</td>
<td>Jan 26-29</td>
<td>3:30-6 P.M.</td>
</tr>
<tr>
<td>Mon - Thu</td>
<td>Feb 2-5</td>
<td>3:30-6 P.M.</td>
</tr>
<tr>
<td>Mon</td>
<td>Feb 9</td>
<td>3:30-6 P.M.</td>
</tr>
</tbody>
</table>

Driving & Observation will be individually scheduled for each student.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Sessions</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>130 12132L083</td>
<td>12</td>
<td>$345*</td>
</tr>
<tr>
<td>Classroom:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon - Thu</td>
<td>Apr 6-9</td>
<td>3:30-6 P.M.</td>
</tr>
<tr>
<td>Mon - Thu</td>
<td>Apr 13-16</td>
<td>3:30-6 P.M.</td>
</tr>
<tr>
<td>Mon - Thu</td>
<td>Apr 20-23</td>
<td>3:30-6 P.M.</td>
</tr>
</tbody>
</table>

Driving & Observation will be individually scheduled for each student.

*Prices subject to change.

**Student Driver BMV Testing**
Permit holders are required to take and pass two tests in order to be granted their Indiana Driver’s License - a written test and a driving test. Ivy Tech is now able to conduct the driving test for students who have taken the Ivy Tech Driver Education class. To qualify for testing at Ivy Tech students must have achieved a grade of B or higher in both the classroom and driving portion of the class. This testing will be conducted on the first Saturday of every month and pre-registration is necessary to secure a time slot. Testing will be conducted from 8 a.m. to 5 p.m. in 1/2 hour intervals.

*Instructor Name: Don Sellers and Dan Guthrie*

*Location: Ivy Tech, Room 112*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Sessions</th>
<th>Date</th>
<th>Time</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>130 12194L083</td>
<td>1</td>
<td>Sat Jan 3</td>
<td>8 A.M.-5 P.M.</td>
<td>$35</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1/2 hour as scheduled</td>
<td></td>
</tr>
<tr>
<td>130 12195L083</td>
<td>1</td>
<td>Sat Feb 7</td>
<td>8 A.M.-5 P.M.</td>
<td>$35</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1/2 hour as scheduled</td>
<td></td>
</tr>
<tr>
<td>130 12196L083</td>
<td>1</td>
<td>Sat Mar 7</td>
<td>8 A.M.-5 P.M.</td>
<td>$35</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1/2 hour as scheduled</td>
<td></td>
</tr>
<tr>
<td>130 12197L083</td>
<td>1</td>
<td>Sat Apr 4</td>
<td>8 A.M.-5 P.M.</td>
<td>$35</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1/2 hour as scheduled</td>
<td></td>
</tr>
</tbody>
</table>

**SAT PREPARATION (GRADES 9-12)**
Are you concerned about taking the SAT? Get ready for it by preparing at Ivy Tech. Our six-week course will review the material covered on the NEW SAT. Writing will cover improving sentences, identifying sentence errors, improving paragraphs, and the student-written essay. Critical reading will feature sentence completion and reading passages, and the math review will cover geometry and algebra through Algebra II content. You will also learn valuable test-taking skills and take a practice SAT exam. A scientific or graphing calculator is highly recommended for this class and will be needed on the first day of class. Students also need to have an email address in order to receive feedback from the practice test.

*Books/Cost: The Official SAT Study Guide, College Board SAT. Included in course cost*

*Instructor Name: Lou Anne Kuntzman*

*Location: Ivy Tech, Room 122*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Sessions</th>
<th>Date</th>
<th>Time</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>590 12124L083</td>
<td>4</td>
<td>Sat Jan 31</td>
<td>1-4:00 P.M.</td>
<td>$105</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1/2 hour as scheduled</td>
<td></td>
</tr>
<tr>
<td>590 12125L083</td>
<td>4</td>
<td>Sat Apr 4</td>
<td>1-4 P.M.</td>
<td>$105</td>
</tr>
</tbody>
</table>

**WATCH FOR COLLEGE FOR KIDS CLASSES**
**SUMMER 2009**
EASY WAYS TO REGISTER FOR CLASSES

By Fax
Fax your completed reservation form to (812) 429-1495.

By E-mail
E-mail us to request a course registration form. Complete, scan and e-mail it back to one of the addresses below. ccanada2@ivytech.edu or cbergh@ivytech.edu

In Person
Sign up at the Workforce and Economic Development office, Ivy Tech Community College, 3501 N. First Avenue, Suite 112. Office hours are Monday - Friday, 8:00 a.m. - 5:00 p.m.

By Mail
Complete the course reservation form and send with check, money order, company purchase order, or check the credit card option and one of the WED assistants will contact you for payment via phone. The Workforce and Economic Development office is located at 3501 N. First Avenue, Suite 112.

REGISTRATION IS NOT COMPLETE WITHOUT PAYMENT.

SCHOOL CANCELLATIONS:
For information about emergency Continuing Education class closings, please call (812) 429-9898. Day class announcements will be made by 5 a.m. and evening class announcements will be made by 4 p.m. You can also check for cancellations on our website at www.ivytech.edu/evansville or sign up for text alerts at www.ivytech.edu/evansville
REQUEST TO ASSIGN A STUDENT ID NUMBER

Upon your request, Ivy Tech Community College will assign you a number in place of your social security Number to use as your student id number.

If you plan to take advantage of the Hope tax credit or Lifetime Learning tax credit, you are required by Section 6109 of the Internal Revenue Code to supply us with your correct social security number even if you use an assigned number as your student id. Federal form W-9S (attached) will allow you to report your social security number to us confidentially, strictly for use for IRS reporting.

By signing this form, you understand and affirm that:

■ All of the computerized information which Ivy Tech Community College holds on you in the office of workforce and economic development, admissions, student records, financial aid, career and employment services, library, instructional affairs, business affairs office, and bookstore, whichever are applicable, and any reports generated from those systems which will utilize ID numbers will use your assigned number.

■ You must use your assigned ID number in any future transactions involving Ivy Tech Community College which require an ID number.

■ Certain problems may arise if we receive information requests from outside agencies which refer to your social security number rather than your assigned ID number. You will not hold Ivy Tech Community College responsible for any such problems which may arise due to use of an assigned ID number.

■ You are not receiving any type of financial aid from State or Federal governments.

☐ I have completed and attached form W-9S for IRS purposes, and I understand that my Social Security Number will be used solely for that purpose and my assigned number for all other purposes.

☐ I refuse to complete form W-9S, Request for Student’s or Borrower’s Social Security Number and Certification.

Student Signature:_________________________________________ Date:_________________________

OFFICE USE: Copies: Student
ID Number Assigned:_________________________ Records Office
The following information is to be completed by the student. Please print legibly.

<table>
<thead>
<tr>
<th>Social Security Number</th>
<th>Date of Birth</th>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Initial</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Address</td>
<td></td>
<td>City</td>
<td>State</td>
<td>Zip Code</td>
</tr>
<tr>
<td>Home Phone</td>
<td></td>
<td>E-mail</td>
<td>County</td>
<td></td>
</tr>
<tr>
<td>Employer</td>
<td></td>
<td>Employer’s Address</td>
<td>Cell Phone</td>
<td>Work Phone</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Work Fax Number</td>
<td></td>
</tr>
</tbody>
</table>

Sponsored or Reimbursed: [ ] Yes [ ] No If Yes, By Whom: ________________________________

How did you learn about our class?: ____________________________________________________

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credit/Contact Hours</th>
<th>Day(s)/Time(s)</th>
<th>Cost(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Due: (Note: Tuition for credit classes and tech fee prices are subject to change.)

To the best of my knowledge, the above information is complete and accurate. In case I am injured, I authorize the officials of the College to take the necessary actions to save my life. Additionally, I agree to comply with the practices of Ivy Tech. I understand that if I knowingly provide false information, my enrollment may be revoked. If for any reason my fees and charges are not paid for by financial aid or a third party, I promise to pay to the order of Ivy Tech Community College the full amount of the balance due upon request. It is understood that lack of payment may result in being withdrawn and/or prohibited from registering for future terms.

Student Signature: _____________________________ Date: ____________

Term: ______________ Campus: __________ Program: __________ Specialty: __________ Degree: __________

Advisor Signature: _____________________________ Date: ____________ Amount Due: $__________

Payment by phone or mail:

[ ] Check [ ] Debit Card [ ] Visa [ ] MasterCard [ ] Discover [ ] Invoice a third party

Make check payable to: Ivy Tech Community College
Give them an Ivy Tech Personal Enrichment class or a GIFT CERTIFICATE for a class.

Ivy Tech Community has many classes to choose from, including:

- Wines of the World
- Culinary Arts
- Wellness & Fitness
- Bob Ross Wet-on-Wet Oil Painting
- Dog Obedience Training
- Basket Weaving
- Digital Photography
- Massage Therapy
- Belly Dancing
- Billiards
- Driver Education
- LST

And much, much more!

Check our website at www.ivytech.edu/evansville for a complete listing of continuing education classes!

Call (812) 429-9810 for more information or e-mail jgumbel@ivytech.edu
Ivy Tech is an equal opportunity, affirmative action community college and is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.