

TRU Continuing Studies

Certificates, Diplomas and Associate Degrees



› Lillooet | Lytton

January – June 2012

Thompson Rivers University – Lillooet | Lytton

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THOMPSON RIVERS
UNIVERSITY

LILLOOET | LYTTON, BC

Lillooet Courses at a Glance To Register Call 250.256.4296

JANUARY

Jan 9 – Apr 12	Mon & Thu 4:30 – 6:30 pm	SPAN 1210	\$430.62
Jan 11 – Apr 4	Wed 9:00 am – 1:00 pm	ENGL 1110	\$430.62
Jan 12 – Apr 12	Thu 3:30 – 6:20 pm	(ITV) PSYC 1110	\$430.62
Jan 21 & 22, Feb 11 & 12, Feb 25 & 26	Sat & Sun 9:00 am – 4:30 pm	HUMS 1580	\$406.98
Jan 14 & 15, Jan 28 & 29, Feb 4 & 5	Sat & Sun 9:00 am – 4:30 pm	ANTH 1210	\$430.62

FEBRUARY

Feb 6, 7, 9, 13, 14, 16, 21, 23	Mon, Tue & Thu 9:30 am – 1 pm	Word	\$350.00
Feb 27, 28, Mar 1, 5, 6, 8, 13, 15	Mon, Tue & Thu 9:30 am – 1 pm	Excel	\$350.00

MARCH

Mar 17 & 18, Mar 31 & Apr 1, Apr 14 & 15	Sat & Sun 9:00 am – 4:30 pm	HUMS 1650	\$406.98
Mar 26, 27, 29, Apr 2, 3, 5, 10, 12	Mon, Tue & Thu 9:30 am – 1:00 pm	Database Management – Access	\$350.00

APRIL

Apr 16, 17, 19, 23, 24, 26, May 1, 3	Mon, Tue & Thu 9:30 am – 1:00 pm	Simply Accounting	\$350.00
Apr 17 & 18	Tue & Wed	Library Research	
Apr 18	Wed	Academic Advisor	
Apr 21 & 22, May 5 & 6, May 26 & 27	Sat & Sun 9:00 am – 4:30 pm	ANTH 2140	\$430.62

TBA – Please enquire		True Colors Personality & Temperament Styles	TBA
TBA	TBA	Map and Compass	\$285.00
TBA	TBA	Global Positioning System (GPS)	\$285.00
TBA	TBA	Arc View Version 3.2a	\$485.00
TBA	TBA	Aerial photography and identification of landforms	\$685.00
TBA	TBA	Introduction to Soil Classification and Soil Description course	\$685.00

MAY

May 12 & 13, Jun 2 & 3, Jun 16 & 17	Sat & Sun 9:00 am – 4:30 pm	HUMS 1540	\$406.98
May 1, 2, 3	Tue – Thur 8:30 am – 5:30 pm	ENFORM – Level I – Chainsaw Basics	\$950.00
May 8	Tue 8:30 am – 4:00 pm	WorldHost Fundamentals	\$105.00
May 9	Wed 8:30 am – 5:00 pm	Foodsafe Level I	\$110.00
May 12 & 13, Jun 2 & 3, Jun 16 & 17	Sat + Sun 9:00 am – 4:30 pm	HUMS 1540	\$406.98
May 15 & 16	Tue + Wed 8:30 am – 5:30 pm	Traffic Control	\$275.00
May 16	Wed 8:30 am – 12:30 pm	WorldHost Service Across Cultures	\$80.00
May 16	Wed 1:00 – 4 pm	WorldHost Ambassador Training	\$80.00
May 23	Wed 8:30 am – 12:30 pm	WorldHost Customers with Disabilities	\$80.00
May 23	Wed 1:00 – 4:00 pm	WorldHost Problem Solving	\$80.00
May 24	Thu 9:00 am – 5:00 pm	TDG/WHMIS	\$150.00
May 24	Thu 9:00 am – 12:00 pm	WHMIS	\$75.00
May 26	Sat 8:30 am – 4:30 pm	Occupational First Aid Level I	\$126.00
May 27	Sun 8:30 am – 4:30 pm	Transportation Endorsement	\$126.00
May 28 – Jun 8	Mon – Fri 8:30 am – 4:30 pm	Occupational First Aid Level III	\$780.00
May 29 & 30	Tue + Wed 8:30 am – 5:30 pm	Fire Suppression	\$215.00
May 29	Tue 8:30 am – 5:30 pm	Fire Suppression Recert	\$100.00
May 30 & 31	Wed + Thu 9:00 am – 3:30 pm	Cashier Training	\$275.00

JUNE

Jun 6	Wed 9:00 am – 4:00 pm	Facilitator Workshop	\$150.00
Jun 7	Thu 9:00 am – 4:00 pm	Minute Taking	\$150.00
Jun 8, 9, 10	Fri 6 – 10 pm, Sat & Sun 8 am – 4 pm	Air Brakes	\$275.00
Jun 11 – 15	Mon – Fri 8:30 am – 5:30 pm	Basic Security Training	\$600.00
Jun 11	Mon 8:30 am – 4:30 pm	Occupational First Aid Level I	\$126.00
Jun 12	Tues 8:30 am – 4:30 pm	Transportation Endorsement	\$126.00



TRU Regional Coordinators and Arts department: (l to r) Ron McGivern, Julie Bowser, Sylvia Arduini, Brenda Thompson, Susan Ross, Michael Mehta, Jane Bryson, Robin Bercowski, Terry Kading, Michaline Novak, Jacqueline Kampman, Karen Hofmann, Betty Turatus, Will Garrett-Petts, Ray Sanders, Director of Williams Lake and Regional Centres.

Lillooet TRU Office

Community Coordinator: Jane Bryson
Mailing Address: Box 339, Lillooet, BC V0K 1V0
Office Address: #10 – 155 Main Street
Office Hours: Tuesday to Thursday, 10am–2pm
Telephone: 250.256.4296
Fax: 250.256.4278
Email: jbryson@tru.ca



2 Easy Ways to Register

In person, or by telephone. Cash, cheques, money order, VISA, MasterCard or American Express accepted. Registration is not complete until all fees are paid. A charge of \$10 is levied for NSF cheques.

It's Easy to Register

Registering early helps keep your class in the schedule. While every effort is made to deliver the programming as advertised, our classes do require a minimum enrollment to run so we highly recommend you register early. Thompson Rivers University reserves the right to cancel any class with less than the minimum registrations and will give full refunds to all registered students. Your understanding of this matter is appreciated.

Fees

All fees must be paid in full before the course begins. A charge of \$10 is levied for NSF cheques.

Refunds for Continuing Studies Courses

There is a full refund of tuition fees if the University cancels the course. There is also a full refund if the student withdraws one week prior to the commencement of the course. There are no refunds or transfers to other courses once the course has started. Any exceptions to this policy will be handled on an individual basis through the respective coordinator or assistant.

Scent – Free Building

Many people are extremely sensitive to perfumes, colognes, aftershaves and other scented products. Please help make TRU a scent-free building by not wearing them in this building. Thank you.

Academic Advisor & Library Research – Lillooet Visit

Please call for appointment: Library Research (for appointment) **Date: Tuesday & Wednesday, April 17 & 18**
 Academic Advisor (½ hour appointment) **Date: Wednesday, April 18**

Regional Centre Open House

Cover photo: (l to r) Regional Coordinator's Meeting, September, 2011 – Julie Bowser, Williams Lake; Susan Ross, Barriere; Robin Bercowski, 100 Mile House; Ray Sanders, Director of Williams Lake and Regional Centres; Jane Bryson, Lillooet/Lytton, Ashcroft/Cache Creek; Betty Turatus, Williams Lake; and Sylvia Arduini, Clearwater.

Looking for a perfect gift? Why not give a course?

University Credit Courses/Associate Degree

High School Students/Adult Learners

Please Note: School District #74 and TRU are offering Concurrent Studies where students can receive dual credits from SD#74 & TRU.

The Associate Arts degree can be completed in Lillooet on a part-time, Full-time basis. Your Associate degree can be used to ladder directly to many 4 year degrees at any post-secondary institution in Canada. Take advantage of the many interesting courses that are being offered in your home community: Anthropology, Biology, Business Studies, English, History, Geography, Math, and Sociology.

The benefits to attending are smaller class sizes, student-centred learning with high quality instruction at a lower cost than on-line or at most other post-secondary institutions. It is easy to get started at TRU. Our course offerings are designed to meet the needs of adult learners who may have been out of school for many years but have a key desire to learn and work towards an exciting new career. Come and meet with an Academic Advisor, bring your last high school transcript and we will help you get started.

Spanish 1210 Introductory Spanish 2 (3 credits) SPAN 1210

A continuation of SPAN 111. If in doubt regarding placement, please consult with Modern Languages department (especially if you have had no Spanish in the last two years or more.)

Prerequisite: SPAN 111 or equivalent
\$430.62 (includes all applicable student fees)
 + text (approx \$150)

Register by: **Dec 21**
 Start Date: **Jan 9 – Apr 12**
 Day/Time: **Mon & Thurs 4:30 – 6:30pm**

English 1110 Composition (3 Credits)

A study of representative works of modern fiction – short story and novel. The course includes regular written assignments.

Prerequisite: completion of English 110; OR 80% on the combined English 12 and Government exam (within last 5 years); OR Level 5 on the composition section of the Language Proficiency Index Test (with the last 2 years)
\$430.62 (includes all applicable student fees)

Register by: **Jan 5**
 Start Date: **Jan 11 – Apr 4**
 Day/Time: **Wed 9:00 am – 1:00 pm**

Tuition is Tax Deductible

Did you take a course or courses in one tax year totaling \$100 or more? If so, you will receive an official receipt (T2202) in the mail the end of February for that particular tax year. Please ensure you have notified TRU if your mailing address changes so that it will arrive to your new address.

PSYC 1110 Introduction to Psychology 1 (3 credits) PSYC 1110

NEW!!!!!! ITV Course

This course covers selected topics in contemporary psychology, including the history of psychology, methodology, heredity and learning, physiology and neuropsychology, motivation, emotion, sensation, and perception.

Prerequisite: None **Instructor:** Dr. Chris Montoya
\$430.62 (includes all applicable student fees)
 Register by: **Jan 5**
 Start Date: **Jan 12 – Apr 12**
 Day/Time: **Thu 3:30 – 6:20 pm**

Psychologists have a valuable contribution to make to all areas of life today, whether it be with individuals or society as a whole. The subject also has much to offer to its practitioners. Careers for which a psychology degree is essential – Clinical Psychologists, Counselling Psychologists, Educational Psychologists, Teachers of Psychology, Forensic Psychologists, Health Psychologists, Occupational Psychologists, Psychotherapy, Research Psychologists.

Anthropology 1210 Introduction to Cultural Anthropology (3 credits)

A general introduction to cultural anthropology. The course is a survey of the main features of nonindustrial societies in various parts of the world. Subjects to be considered are: economy, political organization, kinship and marriage, forms of religious devotion.

Prerequisite: None
\$430.62 (includes all applicable student fees)
 Register by: **Jan 5**
 Start Date: **Jan 14 & 15, Jan 28 & 29, Feb 4 & 5**
 Day/Time: **Sat & Sun 9:00 am – 4:30 pm**

Anthropology 2140 Canadian Native Peoples (3 credits)

An introduction to the present situation of Canada's Indians, Metis and Inuit, interpreted on the basis of contemporary and historical political, economic and cultural developments. Major topics include: the Indian Act, the reserve system, land claims, directed culture change, social consequences of paternalism.

Prerequisite: ANTH 2140 recommended but not required
\$430.62 (includes all applicable student fees)
 Register by: **Apr 5**
 Start Date: **Apr 21 & 22, May 5 & 6, May 26 & 27**
 Day/Time: **Sat & Sun 9:00 am – 4:30 pm**

Community and School Support Certificate (Teacher Assistant)

High School Students/Adult Learners

Please Note: School District #74 and TRU are offering Concurrent Studies where students can receive dual credits from SD#74 & TRU.

HUMS 1580 Introduction to Professional Human Service Practice

This course introduces students to professional human service practice. Topics covered will include professional values, ethics, conduct and boundaries as well as strategies for self care. Specific to the field of community and school support, students will learn about their professional roles in the community and school environments.

Prerequisite: Admission to the Human Service programs

\$406.98 (includes all applicable student fees)

+ text (approx \$150)

Register by: **Jan 5**

Start Date: **Jan 21 & 22, Feb 11 & 12, Feb 25 & 26**

Day/Time: **Sat & Sun 9:00 am – 4:30 pm**

HUMS 1650 Understanding Behaviour: Learning for Independence

This course introduces students to non-aversive intervention strategies for dealing with problem behaviour. Students will learn the role of team approach, individual program planning and ethics in the development of a behaviour support plan. An educative approach to behaviour change is emphasized.

Prerequisite: Successful completion of HUMS 1580.

\$406.98 (includes all applicable student fees)

+ text (approx \$150)

Register by: **Jan 31**

Start Date: **Mar 17 & 18, Mar 31 & Apr 1, Apr 14 & 15**

Day/Time: **Sat & Sun 9:00 am – 4:30 pm**

HUMS 1540 Interpersonal Communications and Helping Relationships (3 credits)

Self awareness is a foundation for the development of competent human service workers. By focusing on personal development this course offers an opportunity to learn and use interpersonal communication skills effectively. Students will also be introduced to knowledge and skills that increase effectiveness in helping relationships with client populations. Topics such as group dynamics, assertive behaviour and conflict management will be covered.

Prerequisite: Admission to Human Service programs.

\$406.98 (includes all applicable student fees)

+ text (approx \$150)

Register by: **Apr 11**

Start Date: **May 12 & 13, Jun 2 & 3, Jun 16 & 17**

Day/Time: **Sat & Sun 9:00 am – 4:30 pm**

Instructors and ideas are always in demand

If you see a course you would like delivered in our community or have an idea for a course, or qualify to teach one, please contact your Community Coordinator. We are constantly developing new courses and will endeavor to deliver any course where there is sufficient demand.

Business/Office Skills

Facilitator Workshop

This Practical Facilitation Skills workshop will provide participants with the basic skills necessary to design and lead a wide variety of discussions, meetings and/or workshops. Participants will learn about: Understanding facilitation basics; How facilitation helps groups achieve results; Establishing the foundations for facilitation; Using facilitation in your organization; Understanding adult learning styles and habits; How to design a meeting and a workshop; Tools for generating information and ideas and making decisions; Using visual aids; Managing difficult participants; How to evaluate a facilitation process. A skilled facilitator armed with a diverse facilitation tool kit can ensure that work groups are able to achieve maximum success. Knowing how to organize

a meeting and/or workshop and possessing and applying the skills required to facilitate and guide teams throughout their deliberations and ensure a successful and meaningful conclusion to their proceedings have become increasingly important to all managers and supervisors.

\$150.00

Register by: **May 16**

Start Date: **Jun 6**

Day/Time: **Wed 9:00 am – 4:00 pm**

Business/Office Skills

Minute Taking

XYMC 0540

Minute Taking can be complex, trick and challenging. These important documents are for recording consensus and decision making, for tracking evolution of issues as well as the history of an organization. In this 6-hour workshop, the student will be introduced to the following topics: how much of a discussion should be recorded; how arguments of minutes can be avoided; what should or shouldn't be recorded in confidential or closed meetings; how to formalize policy on minute taking standards; to formalize policy on minute taking standards; how to organize agendas for open and closed meetings. The student will also learn to shift the focus of minutes from words to key concepts and ideas and find out how to convert discussion into concise, coherent and objective summaries. This is a non-credit course. Successful students will be issued a TRU Certificate of Completion.

\$150.00

Register by: **May 16**

Start Date: **Jun 7**

Day/Time: **Thu 9:00 am – 4:00 pm**

Cashier Training

XWRK 0400

In 14-hours, learn the basic skills of cash register operation and become familiar with the latest sales technology in "front end" use today. Hands-on session will introduce registers, scales, scanners, and POS (Point of Sale) systems. "Shopkeeper, Superclerk" software will be employed in the practice sessions. Touch systems for restaurant applications include "Flashpoint" and "Pixel Point." You will be prepared in the basics for the cashier's job at most retail, restaurant, pub and grocery businesses.

\$275.00

Register by: **Apr 14**

Start Date: **May 30 & 31**

Date/Time: **Wed & Thu 9:00 am – 3:30 pm**

WorldHost (formerly SuperHost)

WorldHost – Fundamentals XTOU 0530

This is a participatory 7-hour workshop that addresses the basics of excellent customer service. From handling customer complaints to making great first impressions, you will leave with proven and effective techniques to foster both repeat business and positive word-of-mouth advertising.

\$105.00

Register by: **Apr 24**

Start Date: **May 8**

Day/Time: **Tue 8:30 am – 4:00 pm**

WorldHost – Service Across Cultures

XTOU 0550

This 4-hour workshop is designed to assist service professionals so that they may increase their knowledge about visitors from other cultures and provide practical suggestions to improve communication and customer service skills. The workshop also challenges our cultural biases and misconceptions and provides information about the travel trends of our visitors from other countries.

\$80.00

Register by: **Apr 24**

Start Date: **May 16**

Day/Time: **Wed 8:30 am – 12:30 pm**

WorldHost – Ambassador Training XTOU

This 3-hour workshop prepares your dedicated volunteer to deliver outstanding customer service during large scale events like the 2010 Olympic and Paralympic Winter Games.

Gain information about a special event or changing infrastructure that will take place in your community. Create a powerful connection for visitors to your community.

\$80.00

Register by: **Apr 24**

Start Date: **May 16**

Day/Time: **Wed 1:00 - 4:00 pm**

WorldHost – Customers with Disabilities

XTOU 0540

This is an introductory 4-hour workshop designed to provide service professionals with the skills and knowledge to serve customers with disabilities. It provides practical advice and language for serving customers with disabilities.

\$80.00

Register by: **Apr 24**

Start Date: **May 23**

Day/Time: **Wed 8:30 am - 12:30 pm**

WorldHost – Solving Problems through Service

XTOU

This 3-hour workshop helps prepare you to solve problems. No matter what part of the service industry you represent, having a problem solving approach is critical to providing excellent customer service.

\$80.00

Register by: **Apr 24**

Start Date: **May 23**

Day/Time: **Wed 1:00 – 4:00 pm**

Computing – Microcomputer Certificate I (Credit or Audit)

Word Processing on the Micro – Word Windows **YMCR 5350**

Learn to create, edit and search documents, as well as to use some of the available extended features in Word. This course will not train you to be a typist, therefore, knowledge of the standard keyboard is strongly recommended for maximum benefit. You should be prepared to devote additional non-class hours to exercises and project work.

Prerequisites: The Operating System (YMCR 5030)

\$350.00

Register by: **Jan 18**

Start Date: **Feb 6, 7, 9, 13, 14, 16, 21, 23**

Day/Time: **Mon, Tue & Thu 9:30 am – 1:00 pm**

Database Management – Access **YMCR 5160**

Gain a basic understanding of a relational database software program. Learn the basic concepts of database structure and design by creating a working model. The course will concentrate on the concepts of database while using Microsoft Access database for Windows. You should be prepared to devote additional hours of non-class time to exercises and project work.

Prerequisites: The Operating System (YMCR 5030)

\$350.00

Register by: **Mar 4**

Start Date: **Mar 26, 27, 29, Apr 2, 3, 5, 10, 12**

Day/Time: **Mon, Tue & Thu 9:30 am – 1:00 pm**

Spreadsheets on the Micro – Excel **YMCR 5140**

Gain a basic understanding of the spreadsheet as a management decision-making tool. Excel for Windows will be the spreadsheet program demonstrated and used by students. The course will concentrate on the concepts of spreadsheet including design and analysis, and graphs. You will develop various models. You should be prepared to devote additional hours of non-class time to the exercises and project work. Bookkeeping or accounting knowledge is not required but would enhance the benefits of this course.

Prerequisites: The Operating System (YMCR 5030)

\$350.00

Register by: **Feb 2**

Start Date: **Feb 27, 28, Mar 1, 5, 6, 8, 13, 15**

Day/Time: **Mon, Tue & Thu 9:30 am – 1:00 pm**

Accounting on the Micro – Simply Accounting (Windows) **YMCR 5150**

Using the Simply Accounting software package, you will gain an understanding of the general ledger, payables and receivables modules of an integrated accounting package designed for the small business. Also learn to set up a chart of accounts, post transactions, generate reports, and close the books. You should be prepared to devote additional hours of non-class time to the exercises and project work. This course is not intended to teach accounting principles. Basic bookkeeping knowledge strongly recommended for maximum benefit from this course.

Prerequisites: The Operating System (YMCR 5030)

\$350.00

Register by: **Mar 17**

Start Date: **Apr 16, 17, 19, 23, 24, 26, May 1, 3**

Day/Time: **Mon, Tue & Thu 9:30 am – 1:00 pm**



Spanish 1110 is a well attended and enjoyed course. Ten high school students took the course for dual credit.

First Aid, Health and Safety

Occupational First Aid Programs

Occupational First Aid Level 111

XOCH 0820

This course covers emergency medical techniques currently considered to be within the responsibility of the Level 3 attendant. Emphasis is on priority action approach and patient assessment. Applicants must be 16 years of age or older.

\$780.00

Register by: **May 1**

Start Date: **May 28 – Jun 8**

Day/Time: **Mon – Fri, 8:30 am – 4:30 pm**

Exam Date: **Jun 9**

Occupational First Aid Level 1

XOCH 0800

If you require a first aid certificate for work, this Worker's Compensation Board course fulfills the requirement. Topics include: assessment of the accident scene and injuries, stabilization of life threatening situations, aid for the choking victim, one-person CPR and control of bleeding. Applicants must be 16 YEARS OF AGE or older.

\$126.00 (course materials and supplies)

1st Session:

Register by: **May 1**

Start Date: **May 26**

Day/Time: **Sat 8:30 am – 4:30 pm**

2nd Session:

Register by: **Jun 1**

Start Date: **Jun 11**

Day/Time: **Mon 8:30 am – 4:30 pm**

Transportation Endorsement

XOCH 0780

This course is designed to prepare Occupational First Aid Attendants - Level I with the skills and knowledge needed to move and transport injured or ill workers to medical aid.

Prerequisite: Occupational First Aid - Level I.

\$126.00 (course materials and supplies)

1st Session:

Register by: **May 1**

Start Date: **May 27**

Day/Time: **Sun 8:30 am – 4:30 pm**

2nd Session:

Register by: **Jun 1**

Start Date: **Jun 12**

Day/Time: **Tue 8:30 am – 4:30 pm**

Foodsafe- Level 1

XOCH 0850

This sanitation program is appropriate for food handlers, kitchen staff and dining room attendants. You will learn about the purchase and storage of potentially hazardous foods, personal hygiene, the causes of food borne diseases and maintaining a sanitary food service operation. Upon successful completion of this course, you will receive health unit certification.

\$110.00

Register by: **Apr 13**

Start Date: **May 9**

Day/Time: **Wed 8:30 am - 5:00 pm**

Transportation of Dangerous Goods

XDRV 0620/WHMIS XOCH 0860

The Transportation of Dangerous Goods course was developed in order to protect the public from the dangers of transportation accidents involving dangerous goods by truck, ship, or aircraft. The course is offered to ensure the provision of information to people who handles, offer to transport dangerous goods, or who respond to transportation emergencies involving dangerous goods. With the use of video presentations, the Driver's Handbook, and the Dangerous Goods Act, the instructor will guide you through the proper procedure for identification, inspection, and transportation of these dangerous substances. A must for shippers, receivers, transport and dangerous goods (drivers, supervisors, etc.) Dual certification for WHMIS and Transportation of Dangerous Goods will be issued.

\$150.00

Register by: **Apr 15**

Start Date: **May 24**

Day/Time: **Thu 9:00 am – 5:00 pm**

WHMIS

XOCH 0860

This short course will provide you with an overview of the Workplace Hazardous Material Information System (WHMIS), and how it affects the workplace. A certificate will be issued.

\$75.00

Register by: **Apr 15**

Start Date: **May 24**

Day/Time: **Thu 9:00 am – 12:00 pm**

Traffic Control Certification

XFLG 0610

This 16-hour comprehensive traffic control program includes the elements of a traffic control work zone, TCP responsibilities, WCB hand signals, safety issues as well as discussions regarding special traffic control situations. Successful course participants will receive a TCP Certificate, which is valid for three years. For the on-road section of the course, **CSA Safety-toed boots (high-top, green triangle)** are compulsory. **A passport sized photograph** is also required for the certificate.

\$275.00

Register by: **Apr 13**

Start Date: **May 15 & 16**

Day/Time: **Tue & Wed 8:30 am – 5:30 pm**



Trades and Training

Air Brakes

XDRV 0610

This 20-hour course has been designed to prepare students for the ICBC written examination for an air endorsement to operate air brake equipped highway vehicles. Emphasis is placed on safe operating procedures, and ongoing maintenance for air systems. (ICBC written exam fee is payable by the student directly to ICBC)

Qualification: You must have a valid BC driver's license.

\$275.00 (plus written exam)

Register by: **May 14**

Start Date: **Jun 8, 9, 10**

Day/Time: **Fri 6 – 10 pm, Sat & Sun 8 am – 4 pm**

ENFORM – Level I – Chainsaw Basics

XFRT 0880

This three-day course covers instruction in personal and worksite safety; hazard assessment and control; chainsaw inspection and maintenance; chainsaw handling and operations; and safe limbing and bucking practices.

Recognized by WorkSafe BC.

\$950.00

Register by: **Apr 17**

Start Date: **May 1, 2, 3**

Day/Time: **Tue – Thu 8:30 am – 5:30 pm**

Basic Security Training

XSCT 0500

Topics include Introduction to private security, legal rights & responsibilities, patrol duties and responsibilities, control procedures and fire prevention, detection and safety. These courses developed by the Justice Institute of BC, provide a basic level of instruction to private Security Patrol, Private Investigation, Alarm Service, Alarm Sales, Alarm Monitoring, Armoured Car Consulting, Locksmith, Bodyguards, Doorperson & Bouncer and Armoured Car Guards.

\$600.00

Register by: **May 23**

Start Date: **Jun 11 – 15,**

Day/Time: **Mon – Fri 8:30 am – 5:30 pm**

Fire Suppression Basic S100 / S185 Fire Entrapment

FORT 098

Don't forget the fires of 2009. Take courses NOW!

Classroom (1 day) includes: FS 120 Fundamentals of Fire Fighting; FS 190 Fire line safety; FS 232 Pumps and Pumping Systems; FS 1001 Emergency Fire Fighter with emphasis on air support and safety; A brief review of Workplace Hazardous Materials Information System (WHMIS); a written exam 60% required to pass. **Field (1 day) includes:** Safety in the field; Use and maintenance of equipment (including pumps and water use). Must demonstrate safe working skills, proper care and use of equipment, and the ability to physically complete field exercise. Fire fighting is a physically demanding occupation requiring a high level of fitness; i.e. it is not unusual for a fire fighter to have to carry 60 pounds up steep terrain.

Prerequisite: 16 years of age.

\$215.00

Register by: **May 15**

Start Date: **May 29 & 30**

Day/Time: **Tue & Wed, 8:30 am – 5:30 pm**

Fire Suppression (Recert) Basic S100 / S185 Fire Entrapment

FORT 099

\$100.00

Register by: **May 15**

Start Date: **May 29**

Day/Time: **Mon 8:30 am – 5:30 pm**

Personal and Professional Development

True Colors Workshop

This hands-on, seminar will help participants understand an introduction to the True Colors concept in relationship to personality and temperament styles. Ideas and understanding of differences between people leads to developing improved communication skills, greater appreciation of the uniqueness of self and others and more meaningful relationships. An easy and highly effective personality and communications tool for all ages 5 through adult.

Understand and appreciate personality differences in self and others. Recognize the values, and needs of each personality type. Deepen relationships and create a more harmonious environment. Improve Communication skills. Work better together.

Imagine your staff members working together synergistically, problem solving with respect and trust. The effectiveness of each team member is increased when they are feeling validated, valued and understood. The True Colors Personal Success Seminar can shift the way your team interacts in ways you've only dreamed of... until now. Put the power of personality to work for you. Help your staff discover their True Colors – it is the key to their personal success.

Start Date: **TBA – Please enquire**

Personal and Professional Development

Map and Compass

This two day course is for anyone who works in the field in any discipline or who hikes, backpacks etc. This course complements the GPS course. GPS does not always work in rugged mountainous terrain and steep valleys. GPS signals are often bounced and accurate positioning is not given. Having basic map reading and compass skills will always work when your GPS unit is not receiving or if you do not have a GPS unit. Missing GPS data can be filled in with compass information. This course is a good introduction to persons who are looking into working in the field within any natural resource discipline. Topics covered in the classroom include reading topographic maps, latitudes and longitudes, grids, etc, calculating compass declinations. The next day and a half would be field exercises running various types of surveys and traverses. The final half day would cover plotting the data gathered and convert it to x, y coordinates to load the field data into GIS. Students need to provide their own compasses one on which has a mirror and on which the declination can be set. Silva Ranger compasses are good choice.

\$285.00 includes lab manual

Register by: **Apr 16**

Dates: **TBA – please enquire**

Global Positioning System (GPS)

This two day course is for anyone who works in the field in any discipline or who hikes, backpacks etc. There are two groups of GPS users, the recreational user who uses GPS for navigation and the resource user who uses GPS for mapping and navigation. This course covers both user groups. Students will learn how to navigate using GPS and how to map and bring the data in ArcView GIS. GPS units will be provided. Students are invited to bring their own GPS units if they wish to learn how to use them correctly. Topics covered in the classroom include basic GPS theory, sources of error, situations when GPS may not work. Students will learn how to create a data dictionary for collecting map data that will be downloaded into ArcView. They will learn how to plan a GPS mapping mission; how to acquire GPS data in the field, download it, correct it and bring it into GIS

\$285.00 includes lab manual

Register by: **Apr 16**

Dates: **TBA – please enquire**

Arc View Version 3.2a

This thirty-hour course is for anyone in any discipline who is involved in mapping. GIS (Geographic Information Systems) is a skill being asked for more on job applications, especially in the resource and civil sectors. ArcView 3.x is an entry level GIS program that is easy to learn and is used widely in BC by various resource sector companies. The labs in this course use different data sets including the data formats, FC1 files (Forest cover maps), TRIM (Terrain Resource Inventory Mapping), VRI (Vegetation Resource Inventory and Soil Data.

Topics covered in the classroom include basic GIS theory such as topology, database construction etc. and hands-on lab exercises. Students will learn how to navigate through the basic ArcView modules; will learn how to digitize from an aerial photograph; create simple databases; how to extract line work from Forest Cover Map files: how extract data from TRIM files; how to work with VRI files. If time permits a more advanced exercise using Canadian soils data from southern BC will be covered.

\$485.00 includes lab manual

Register by: **Apr 16**

Dates: **TBA – please enquire**

Aerial photography and identification of landforms

This forty-two hour course is for natural resource workers (Forestry, Environment, Wildlife etc.) who want to use aerial photographs to identify landforms and parent materials, to identify sources of gravel for road construction etc, to identify areas of soil instability etc. Time will be spent in the field examining various landforms. This Lecture are illustrated with photographs taken all over BC. The manual covers how various landforms develop, primarily in BC, what they look like on the ground and from the air. The manual contain 19 colour plates with photographs of the landforms covered. It also contains seven labs with black and white aerial photographs. Students will need to bring some small or fine Lumocolor Permanent pens for the mapping exercises.

\$685.00 includes lab manual

Register by: **Apr 16**

Dates: **TBA – please enquire**

Introduction to Soil Classification and Soil Description

This forty-two hour course is for natural resource workers (Forestry, Environment, Wildlife etc.) who need to be able to classify soils and to be able to make informed decisions based on the soils data they collect. This is a field classification course in which the student will learn how to classify soils to the subgroup level. Topics covered in the classroom include the Canadian System of Soil Classification, how to carry out various soil tests in the lab such as, horizon designation and characteristics, colour, texture, structure, consistence, coarse fragment content, pH etc. What is covered in the classroom will be done in the field at a number of different soil sites. The goal of this course is to have the student become comfortable and confident in examining and classifying soils. (Each step in the soil description process is covered with text, tables and colour photographs.)

\$685.00 includes lab manual

Register by: **Apr 16**

Dates: **TBA – please enquire**

In Partnership

Expression of Interest

TRU Concurrent Studies, in partnership with School District 74, plan to offer the following 3 programs starting September 2012 in Lillooet, Clinton, Ashcroft and/or Lytton communities.

(Note: Location of these programs is dependent on student numbers).

1. **Health Care Assistant** (10 – 14 students required)
2. **Early Childhood Education** (12 – 16 students required)
3. **Community and School Support Worker** (12 – 16 students required)

Applications are open to adults and current grade 11&12 students in SD74.

For School District 74 students, each program is tuition FREE.

- Approximate value: \$2000 – 4000.
- Contact your local secondary school to see if you qualify.

APPLICATION DEADLINE: JANUARY 18, 2012

For more information and TRU Concurrent applications:
Contact your local secondary school counselor, local Employment Center or:



Wendy Blaskovic

Trades & Transition Coordinator, SD74
Phone: 250.453.9151, ext 235
wblaskovic@gw.sd74.bc.ca



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Jane Bryson

Community Coordinator
TRU Lillooet & Ashcroft
Phone: 250.256.4296 (Lillooet)
Phone: 250.453.9999 (Ashcroft)
jbryson@tru.ca

One Student's Experience



Advice for fellow students:
Going to TRU is a great opportunity but YOU need to pick something YOU want to do. This will ensure success.

Interview With High School Student Wes Kammerer TRU Power Sports And Marine Technician Program

Wes Kammerer is a grade 12 student from Lillooet Secondary School who attended TRU in the Power Sports and Marine Technician program during semester one (September 2010 – January 2011). After successfully completing the program, he has now returned to high school in order to complete his graduation requirements for June 2011. He will not only graduate with a Dog Wood but with a Foundation – Entry Level training in this trade which provides him with essential skills, as well as, a step above the rest of his classmates in employability skills training.

What did you enjoy about TRU?

Overall it was a great experience and everything I needed was in walking distance. The program instructor was knowledgeable, strict and taught me a lot about power sports. The program had 16 students (5 high school, 11 adults). The balance of having a small class and adults in the programs helped me learn about the trade and get help from the instructor when needed.

How is post secondary different from high school?

They don't baby you in regards to attendance, assignments, course work, tests. If you miss a day, a test, an assignment, that's your problem.

What was the one thing you learnt about yourself while in university?

I was lucky to have the necessary skills I needed before going to TRU which made the change easier for me than it might for others. I've always taken care of myself, I've always felt independent and capable. Going to TRU made me realize that I do have these skills and I can make it.

As for the program, I learnt that if I really apply myself, I can do just about anything. Also, I need to be patient, I rush, rush with work, projects or life. I need to take the necessary steps.

What advice would you give to students who are interested in taking a TRU program (trades or academic)?

Go for it! It's a big step [going from high school to university and moving from your home town] but it's worth it. If you're thinking of moving forward in a course or program, have background knowledge in whatever you are wanting to do. I chose Power Sports because I had high school shop experience, I've always liked fixing things and I knew I liked what the program had to offer. While in University or high school, speak up and ask when you have questions. Don't sit and wait for someone to help you. You need to take control of your learning. Learn your Math, English and Science. These are essential skills you will need in this trade and other trades too!

What are your future plans now?

I will use my Power Sports skills as a hobby and fix things for myself and others. In the future I may open up my business. In the end, I plan to work for a year after high school in Kamloops and then go back to TRU for my Welding Level C ticket.

What are you doing in high school now?

I am taking my English 12 and Earth Science 11 courses to earn my Dog Wood and graduate in June 2011.

Are you excited about graduating?

Yes and no. I'm excited to move on but it's also bitter sweet. After June 2011 I will be an adult with adult responsibilities and will not be returning to high school where life is setup for you.

Do you think TRU helped prepared you for the 'real world'?

Yes, TRU taught me employability and life skills – show up every day on time, don't miss classes otherwise you will fall behind, be responsible for your work and actions.

Offered in Lytton in Partnership with



Lytton Employment Center

618 Main Street P.O. Box 20, Lytton, BC V0K 1Z0
Tel: 250.455.2283 Fax: 250.455.2643



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LILLOOET, BC

COURSES: (See course descriptions pages 6 – 9)

- › Cashier Training
- › Traffic Control Person Certification
- › ENFORM – Level I Chainsaw Basics
- › Basic Security Training
- › Transportation of Dangerous Goods/WHMIS
- › Occupational First Aid Level I & Transportation Endorsement
- › Occupational First Aid Level 3
- › Traffic Control
- › WorldHost – Fundamentals
- › WorldHost – Service Across Cultures
- › WorldHost – Customers with Disabilities
- › WorldHost – Solving Problems through Service
- › WorldHost – Ambassador Training
- › Foodsafe Level 1
- › Microcomputer Certificate I (Operating System, Word, Excel Spreadsheets, Access Database, Simply Accounting)
- › Computer Basics
- › Computer

PROGRAMS:

Home Care Assistant Certificate (Home Support)

This 24 week program is designed to prepare the graduate to function, under supervision, as a Health Care Assistant. Learned skills will be applied in the community utilizing local personal care settings, residential care facilities and in private homes. The focus will be on training the health care workers to assist the client in meeting his/her basic physical, emotional, environmental and social needs. Students learn to provide practical assistance to help maintain the client's maximum independence within the limits of his/her ability. The first 12 weeks of this certificate program are spent in the classroom, nursing lab, and at facilities. The last 12 weeks are spent in the clinical setting with several class days. Professional communication and professional conduct is an expectation at all times, in and out of the classroom.

Education Requirements: Grade 11 or Mature Student Status; Basic Emergency First Aid (Red Cross or any first aid course which contains a CPR component); Foodsafe Level 1 Successful completion of the English Assessment Test. The cost for the Accuplacer test is \$35, and will take approximately two hours.

Medical and Criminal Record Check forms will be sent upon successful completion of all other requirements.

Early Childhood Education Diploma – 2 years

The Early Childhood Education program prepares students for employment in pre-schools, private kindergartens, nursery schools, family and group day-care centres and other child care facilities. This is a rapidly expanding field as many parents are coming to realize the benefits of some form of pre-school education for their children. Many families today find they need some form of supplementary childcare services, which are dependable both in continuity and quality.

Graduates of the Early Childhood Education program may want to continue their studies so they can work with Infants and Toddlers and/or children with Special Needs. Completion of these certificates will satisfy the Community Care Facilities Branch licensing requirements.

Admission Requirements – Educational Requirements:

BC Grade 12 OR Mature Student Status; BC English 12 with 73% on combined English 12 and Government Exam (written within the last 5 years) OR Level 4 on the LPI (within the last 2 years) OR English 060 with a B- or better OR English 110 with a C+ or better.

General Requirements: Submit completed ECE information form, Submit two completed ECE reference forms, Complete 50 hours of volunteer and/or work experience in a licensed group, preschool or child care facility and under the supervision of a licensed Early Childhood Educator, Submit proof of Food Safe Certificate, Submit proof of valid First Aid Certificate, Attend a 'Readiness Interview' with the ECE department

Additional Requirements: Students that have met all educational and general requirements will be requested to complete the following after acceptance: Submit a completed student immunization record, Submit a completed criminal records review.

Community and School Support Program (Teacher Assistant) – 1 year Certificate

Admission Requirements – Educational Requirements:

BC Grade 12 or equivalent or Mature Student Status. 73% on the combined B.C. English 12 and Government Exam (written within the last 5 years), OR Level 4 on LPI (written within the last 2 years), OR Completion of English 060 with a grade of C+ or better.

General Requirements: Age – Applicants must be a minimum of 18 years of age on or before December 31, 2011. Canadian Citizenship or Landed Immigrant Status. Two letters of reference. Immunization record. Criminal Record Check.

INTERESTED? For more information, please contact:

Bernie Paul › Lytton Employment Center 250.455.2283
Jane Bryson › TRU Lillooet 250.256.4296



Funded in whole or part through the Interior Salish Employment and Training Society

TRU *e story:*

Working on three credentials simultaneously, Stephanie combined credits from other institutions to help her complete a bachelor's degree through Open Learning.

- ▶ Ninety percent of TRU-OL program students applied previous credit from education, work and life experiences to accelerate their educational progress. We believe all learning is relevant.

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Fax: 250.256.4278 Tel: 250.256.4296

Registration Form

[] Lillooet/Lytton

[] New TRU Student

[] Ashcroft/Cache Creek

[] Returning Student

Personal Information

Form with fields: Legal Last Name, First Name, Middle Name, Birth Name, Date of Birth, SIN, Permanent Mailing Address, TRU ID #, Gender (Male/Female), City, Province, Postal Code, Home Phone No., Alternate Phone No., Signature, Date. Includes a NOTES section.

Course Information

Table with 5 columns: Course Name, Day/Time, Start, End, Tuition. Includes sub-headers for Course #, Location, and Instructor.

Financial Information

Form with payment options (ESA, Sponsored, Cash, VISA, MASTERCARD, AMEX), account details, and fee summary (Total tax deductible fees, Total other fees, TOTAL FEES, GST 3 R118838531).