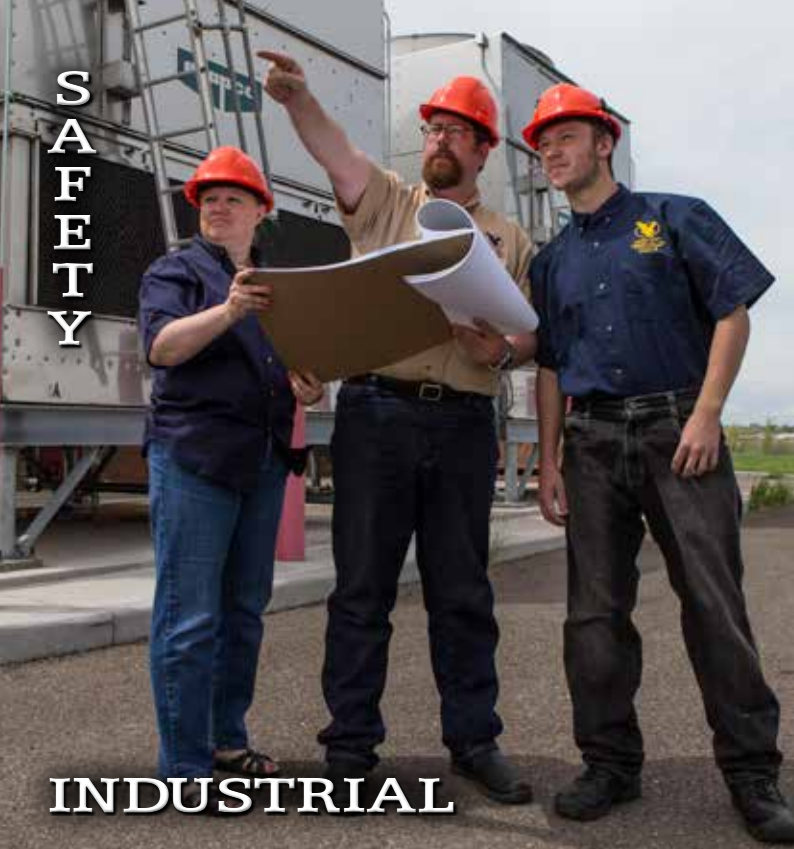


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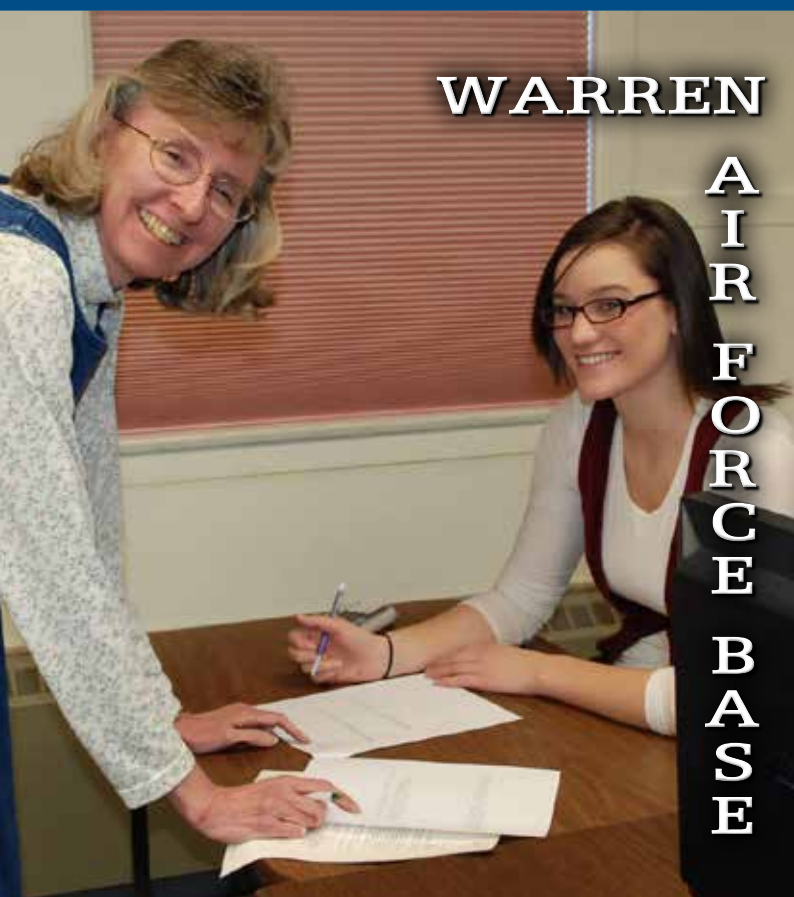


LARAMIE COUNTY COMMUNITY COLLEGE

Outreach & Workforce Development

SPRING 2015 SCHEDULE

"Your Training and Education Partner" lccc.wy.edu/workforce



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Credit and Noncredit Course Registration

Lifelong Learning

Since its inception, Laramie County Community College has provided educational services to varied populations within its service area. A number of credit courses and noncredit continuing education courses are being offered this semester through Outreach and Workforce Development, which include areas such as: life enrichment, business training, career, technical and general education courses. These courses and programs are designed to stimulate students and improve their quality of life. Some offerings will encourage professional and academic progress and help develop creativity, and others will broaden a person's scope and interests.

Students may register for credit courses by visiting lccc.wy.edu/workforce and noncredit courses by calling the following:

- Life Enrichment307.778.1236
or 307.778.1134
- Workforce & Professional
Development.307.778.4381
- Eastern Laramie
County Outreach Center307.245.3595
- OSHA307.778.4381
- Integrated Systems
Technology307.432.1687



Equal Opportunity for Participation

LCCC does not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status. The college complies with the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and the laws of Wyoming.

In keeping with the goals and requirements established in Section 504 of the Rehabilitation Act of 1973, Laramie County Community College does not discriminate against students with disabilities in its policies, programs, activities or services. Accordingly, equal opportunity for admission is extended to all people. Classes scheduled at senior resident centers are open to anyone, not just senior citizens. Life Enrichment classes are for residents 18 years of age and older, except those noted in the schedule.

Errors and Cancellations

This schedule of classes is not a contract, and the college does not assume liability for errors in scheduling. Please inform the college of any errors by calling any of the contact phone numbers listed.

The college reserves the right to cancel any class that does not have sufficient enrollment to cover expenses. The decision to cancel is usually made two days before the first class meeting, and every effort is made to notify registered students promptly. A full refund is processed automatically unless the student decides to transfer to another class or section of a canceled class. Registering at least two weeks before a class begins helps avoid unnecessary cancellations. In order to ensure class enrollment, students should register with payment no later than two days prior to the start of a class. (Life Enrichment and Business Training will take enrollments up to the starting date of the course.) Students who wish to drop a class must do so no later than two days prior to the start of the class.

Refunds

Class cancellation	100%
Withdrawal 48 business hours before class begins	100%
Withdrawal after class registration closes	No refund; payment required

Guidelines

- There are a minimum number of people who must be enrolled before a class can be held. (This number varies depending on the course.) LCCC offers students 60 years of age and older the privilege of enrolling for credit courses at a cost of \$10 per credit hour. However, other fees such as labs, records, etc., must be paid. A grade point average of 2.0 or higher must be maintained to enroll for credit courses.
- The instructor or the program manager will notify (to the best of their ability) all students if a course is canceled.
- Anyone with an idea for a course is urged to contact Outreach & Workforce Development by calling 307.778.1236.

Emergency Closure

In the event of inclement weather or any other emergency closure, students are instructed to listen to Cheyenne radio and TV stations for information regarding the cancellation of classes. Tune to the following media outlets as early as 6 a.m. for information: lccc.wy.edu, Radio stations KRAE 1480 AM, KFBC 1240 AM, KIGN 101.9 FM, KLEN 106.3 FM, KGAB 650 AM and KRRR 104.9 FM or TV stations KGWN CBS News Channel 5 or Channel 11.

Bookstore

To find information on textbooks specific to your credit class go to
lccc.textbooktech.com

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**Looking for
CREDIT CLASSES?**
go online to
lccc.wy.edu/academics/schedule

**Would you like to teach a
Life Enrichment class at LCCC?
Call 307.778.1134.**

Disclaimer

This schedule of classes, including tuition and fees, is not a contract, and the college does not assume liability for errors in scheduling or financial charges. Please call any discrepancies to the college's attention.

☐ LIFE ENRICHMENT CLASSES

Mail To: Laramie County Community College, CCI 109
1400 E. College Drive, Cheyenne, WY 82007

Fax: 307.778.1269
Ph: 307.778.1236 or 307.778.1134

Fax # of Pages:

☐ OUTREACH & WORKFORCE DEVELOPMENT

Mail To: Laramie County Community College, TC 117
1400 E. College Drive, Cheyenne, WY 82007

Fax: 307.432.1604
Ph: 307.778.4381

Fax # of Pages:

From: Student's Name:

Hm Ph:

Date of Birth:

Email Address:

Wk Ph:

Address:

City:

State:

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Class Name:

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Class Cost: \$

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Class Cost: \$

Check # (If mailing with check) _____
(If sending fax, write MasterCard, Visa or Discover number and expiration date below.)

TOTAL: \$

MC / Visa / Discover #:

V-Code:

Signature:

Expiration Date:

Please use this form to fax or mail in your registration. **Fax Instructions:** You may fax your registration by completing the registration form and using your **Visa, MasterCard** or **Discover** number and expiration date. **Mailing Instructions:** If you choose to mail your registration, please mail the completed registration form with a check for the total amount of all classes you're requesting. Make your check payable to LCCC. **NOTE:** Your registration will be entered upon receipt. Unless you hear from us saying that the class is full, you can assume that you are in the class(es) you requested.

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LOCATION ABBREVIATIONS

LCCC — 1400 E. College Drive, Cheyenne

AG	LCCC Agriculture Building
AREN	LCCC Arena
CAS	Cheyenne Animal Shelter, 800 Southwest Dr.
CCI	LCCC Center for Conferences and Institutes
FA	LCCC Fine Arts Building
HS	LCCC Health Science Building
LCSD	Laramie County Sheriff's Department, 1910 Pioneer Ave.
PE	LCCC Physical Education Bldg.
TC	The Training Center at LCCC

Arts & Crafts

FELTING ALPACA AND WOOL FIBERS

Felted Soap

We will take a simple bar of soap and turn it into a soap and washcloth all-in-one using alpaca and wool fibers. We will also learn to add simple designs using needle felting techniques. Felted soap has many benefits over a standard bar of soap and they also make great gifts. An additional supply fee of \$10 will be due to the instructor at the class.

LIFE 1611.600	Sa	09:00AM-12:00PM	AG 119
SESSION: 1	\$15	02/07/15	Carolyn Bender
LIFE 1611.601	Sa	09:00AM-12:00PM	AG 119
SESSION: 1	\$15	04/04/15	Carolyn Bender

Needle Felting

Learn to sculpt irresistible creatures from a handful of fluff! Students will learn two-dimensional needle felting methods as well as sculpt wool roving to make three-dimensional figures. An additional supply fee of \$10 will be due to the instructor at the class.

LIFE 5026.600	Sa	09:00AM-12:00PM	AG 119
SESSION: 1	\$15	02/21/15	Carolyn Bender
LIFE 5026.601	Sa	09:00AM-12:00PM	AG 119
SESSION: 1	\$15	04/11/15	Carolyn Bender

Wet Felting

Wet felting is a fun and unique way of making material with animal fibers. We will learn how to create beautiful and distinctive textiles using merino, alpaca and other natural fibers and embellish them with silk and metallic fibers. We will form these fibers into a project of your choice, either a purse or scarf. An additional supply fee of \$20 will be due to the instructor at the class.

LIFE 5025.600	Sa	09:00AM-12:00PM	AG 119
SESSION: 1	\$15	03/14/15	Carolyn Bender
LIFE 5025.601	Sa	09:00AM-12:00PM	AG 119
SESSION: 1	\$15	04/25/15	Carolyn Bender

FLORAL DESIGN CLASS SERIES

Create a Pavé Floral Arrangement

Pavé is a jewelry technique, but rather than diamonds, we will use flowers to create this modern look in stunning colors. Improve your floral design skills with our fun class in Pavé, design. From beginners to more experienced designers, there is something for everyone in this class. Learn how to build the foundation for your floral arrangement, to finishing touches as well as tricks of the trade. At the end of the class, you will take home a beautiful floral arrangement that you have created. This is a great event for office team building, friends or family. Bring friends – it gets even more fun! All tools and materials provided.

LIFE 5009.600	Th	06:15PM-09:15PM	AG 119
SESSION: 1	\$60	01/29/15	Jeff Dyer

Valentine's Day Edition: Create and Plant a Vegetable Terrarium

Valentine's Day is just about here. Create a fun and lasting gift for your loved ones with a terrarium. Terrariums are one of the trendiest decor options in 2015. Learn to create a lush design for your very own oasis or an oasis for that special loved one. All materials and terrarium included.

LIFE 5010.600	T	06:30PM-09:00PM	AG 119
SESSION: 1	\$45	02/10/15	Jeff Dyer

Beginning Floral Design Class

Have you always wanted to learn how to create beautiful floral arrangements? Arrangements that look as if they were designed by a professional? Arrangements with perfect balance and harmony? Now's your chance! In this beginners class, we will discuss tools, containers, and design principles. You will create a take home arrangement. All materials and tools provided.

LIFE 5011.600	Th	06:30PM-08:30PM	AG 119
SESSION: 1	\$45	02/26/15	Jeff Dyer
LIFE 5011.601	T	06:30PM-08:30PM	AG 119
SESSION: 1	\$45	03/17/15	Jeff Dyer
LIFE 5011.602	Th	06:30PM-08:30PM	AG 119
SESSION: 1	\$45	04/23/15	Jeff Dyer

MISCELLANEOUS ART PROJECTS

Techniques in Marble Sculpture

Have you ever wondered how a marble sculpture is created? From a block of marble you will experience the techniques in the adventure of stone carving. Within every block of stone hides a sculpture. It's up to you to discover it.

LIFE 5033.600	T	06:30PM-09:00PM	TBA
SESSIONS: 8	\$130	01/20/15-03/10/15	Argyll Ware
LIFE 5033.601	T	06:30PM-09:00PM	TBA
SESSIONS: 8	\$130	03/24/15-05/12/15	Argyll Ware

Techniques in Framing and Matting and How to Market Your Artwork

This class teaches a hand-on approach to taking an image of your own choosing to be transformed into a completed work of art using the art of framing and matting. We will also explore different marketing techniques on how to sell you artwork.

LIFE 5030.600	Th	06:30PM-09:00PM	TC 112
SESSIONS: 8	\$100	01/22/15-03/12/15	Argyll Ware
LIFE 5030.601	Th	06:30PM-09:00PM	TC 112
SESSIONS: 8	\$100	03/26/15-05/14/15	Argyll Ware

Ceramics – All Levels

Come learn about the world of ceramics and make something you have always wanted to make! You will learn about how to make things out of clay, and learn about the process of making, forming, painting, glazing, and firing. You will learn handbuilding and potter's wheel techniques. The atmosphere for learning that I create is engaging, fun and enthusiastic. Come create with clay. Forming objects out of clay hasn't changed in 5000 years, so whatever you learned in grammar school, still applies! On the first day of class please bring a small bucket, a large yellow clean up sponge, and a rolling pin.

LIFE 5034.600	T	06:00PM-08:30PM	FA 136
Sessions: 5	\$140	03/03/15-04/07/15	Lauren Kearns

No class on March 17

LIFE 5034.601	T	06:00PM-08:30PM	FA 136
Sessions: 5	\$140	04/14/15-05/12/15	Lauren Kearns

Drawing for Absolute Beginners – People Who Have Never Picked Up a Pencil

Have you always wanted to learn how to draw? To be able to sit down and draw what you see? Come learn the simple, yet challenging aspects of learning to observe what you see. And then draw it. Please come prepared with a pencil, eraser and drawing pad. I have a list of supplies that you can buy almost anywhere! This class is fun!

LIFE 5029.600	W	06:00PM-08:00PM	HS 210
Sessions: 5	\$75	03/04/15-04/08/15	Lauren Kearns

No class on March 18

LIFE 5029.601	W	06:00PM-08:00PM	HS 210
Sessions: 5	\$75	04/15/15-05/13/15	Lauren Kearns

PHOTOGRAPHY

Digital Photography: Beginning Photography

If you have a Point-N-Shoot or Digital SLR, join us for a look at beginning photography. We will discuss: cameras; lenses; what makes a good photograph (composition); how to make an interesting photograph (exposure control); and how to use many of the features on your camera. We will be doing hands-on shooting and working with cameras – so bring yours!

LIFE 1298.600	W	06:00PM-08:30PM	HS 309
SESSIONS: 4	\$52	03/11/15-04/01/15	James Taylor

Digital Photography: Camera Flash and Understanding Light

The word photography literally means painting with light. The difference between good photographs and great photographs is interesting light. In this class we will discuss: on camera flash, off camera flash, bounce flash, studio flash, light modifiers, color of light, gelling flash, mixing light sources, constant light and reflectors. You will also learn not to be afraid of gobos, grids and snoots, oh my! Note: Only digital SLR's or cameras with a hot shoe are allowed in this class.

LIFE 1299.600	W	06:00PM-08:30PM	HS 309
SESSIONS: 3	\$50	04/08/15-04/22/15	James Taylor

SEWING**Sewing 101**

Learn the basics of machine sewing. I'll teach the skills, you go home with a tote bag you made! Instruction will include sewing machine parts and use, making quilted fabric, making bias tape, and more. Students will be required to purchase their own fabric and notions. Costs depend on fabric choices. Please bring your sewing machine, scissors, thread, and basic sewing notions the first week. A supply list will be provided at the first class.

LIFE 1582.600	T	07:00PM-09:00PM	TC 120
SESSIONS: 6	\$40	02/03/15-03/10/15	Jill Reading

Business and Professional eBAY

eBay 1 – The Basics of Selling!

Whether you simply want to clear the closet, desire additional part-time income or a serious eBay business, this class is your foundation. Learn how to set up an eBay Seller account, create successful eBay listings, upload pictures and accept credit card payments with PayPal. Included are selling "Tips, Tricks and the Traps," to avoid. Covers how to determine shipping costs, where to get FREE shipping supplies, how to print shipping labels from your home computer and get FREE home pickup. Optional eBooks available for purchase after class. This is an official eBay University class taught by multi-award winning eBay instructor and published author from Seattle. Register for both simultaneously and pay only \$85.

LIFE 1558.600	M	6:00PM-09:00PM	HS 307
Sessions: 1	\$49	05/11/15	Kevin Boyd

eBay 2 – Advanced Selling Strategies!

Learn the "Insider Tips and Strategies" that will draw the most bids, maximize sales and beat your competition. Covers how to find a profitable niche, what to sell, and what to avoid and how to use Drop Shippers to minimize inventory costs. Includes eBay research, marketing and photography tips, eBay Stores, plus how to easily import and sell products direct from 1,500 manufacturers in China. Optional e-books available for purchase. Taught by multi-award winning eBay instructor and published author from Seattle. Register for both simultaneously and pay only \$85.

LIFE 1559.600	T	06:00PM-09:00PM	HS 307
Sessions: 1	\$49	05/12/15	Kevin Boyd

iPRODUCTS**Learning About Your iProduct (iPhone, iPad, iPod Touch)**

Learn about the small handheld devices we use every day. This class covers Apple products (iPhone, iPad, iPod Touch). Learn how to get the most out of your phone, or computing device. Listening to music and answering calls is just the tip of the iceberg. Turn your phone into a walky-talky with voice texting, store your files in the cloud; there is more than just iCloud. Take great pictures with the help of some nice apps. Find out what song is that playing on the radio. Read magazines, books and video conference. NOTE: If you have an iDevice, bring it to class.

LIFE 1449.600	W	06:00PM-08:30PM	HS 309
SESSIONS: 2	\$25	02/25/15-03/04/15	James Taylor

LANGUAGE**How Languages Work**

We take language for granted; we use it every day, but without stopping to think about how it works. In this class, we will look at language as a system, and in doing so also examine the nature vs. nurture debate – to what degree language is innate and what degree it is learned. We will examine the sound system of English and one other language, and meaning system of English and one other language. The class requires absolutely no background; all needed terms are carefully reviewed.

LIFE 5022.600	T	07:00PM-08:00PM	TC 112
SESSIONS: 4	\$60	01/20/15-02/10/15	David Shaul

Basic Chinese

Are you going to travel to China? Are you interested in Chinese culture and history? This class introduces you to the basics of Mandarin Chinese, which is fairly easy for English speakers to learn to speak (reading is another matter!) This course focuses on the Chinese you need for travel or daily living, plus a taste of Chinese history and culture. We will learn and use the pinyin system of writing Chinese with the Roman alphabet. The course uses a book available for purchase the first meeting.

LIFE 5016.600	M	06:00PM-08:00PM	TC 112
SESSIONS: 10	\$119	01/26/15-03/30/15	David Shaul

Conversational Spanish 1

Do you need to communicate with others in Spanish for work or travel? Would you like to learn another language and acquire the ability to talk to millions of Spanish speakers? Would you like a stronger resume or confidence to speak to a more diverse population? A conversational Spanish class is the perfect way to increase language abilities, beef up your credentials and have an advantage in a myriad of situations. This introductory course will cover everyday situations of using basic phrases, asking basic questions and receiving answers, getting directions, ordering food, shopping and various other topics as needed and suggested.

LIFE 1554.600	T	05:30PM-06:45PM	HS 311
SESSIONS: 10	\$119	02/17/15-04/20/15	Bret Gadbury

Conversational Spanish 2

This class is a follow-up to Conversational Spanish 1 and if for other seasoned Spanish speakers. We will explore more complex and advanced conversational needs, and will study more grammar and regionalisms. Class cost includes book. If you have the book from the 1st class cost is \$108.

LIFE 1587.600	T	07:00PM-08:30PM	HS 311
SESSIONS: 10	\$119	02/17/15-04/20/15	Bret Gadbury

LIFE 1587.601	T	07:00PM-08:30PM	HS 311
SESSIONS: 10	\$108	02/17/15-04/20/15	Bret Gadbury

Conversational Spanish 3

This class is intended for native and fluent speakers and those who want to become such! We will have very intense Spanish only conversations. We will discuss advanced topic of grammar (mixed with English), accents and will concentrate on acquiring a very usable skill for speaking in a variety of situations. Book is required. If you have the book from the first class cost is \$108.

LIFE 1210.600	W	05:30PM-06:30PM	HS 311
SESSIONS: 10	\$119	02/18/15-04/20/15	Bret Gadbury

LIFE 1210.601	W	05:30PM-06:30PM	HS 311
SESSIONS: 10	\$108	02/18/15-04/20/15	Bret Gadbury

Body Language and Gesture

Gesture, personal space, interpersonal distance, and body language all accompany our daily use of language. We will delve into each of these topics, compiling a "dictionary" of body language as we go along. By the end of the class, you will be able to "read" other people, and apply your newly found knowledge in everyday life.

LIFE 5017.600	T	07:00PM-08:00PM	TC 112
SESSIONS: 4	\$60	03/31/15-04/28/15	David Shaul

VOICE, VIDEO AND RADIO PRODUCTION

Voice-Overs . . . Now Is Your Time!

This live webinar will show you how YOU could actually begin using your speaking voice for commercial, films, and videos! Most people go about it the wrong way. In the webinar, you will learn about a unique, outside-the-box way to cash in on one of the most lucrative full- or part-time careers out there! This is a business that you can handle on your own terms, on your own turf, in your own time, and with practically no overhead! This exciting webinar could be the game changer you've been looking for.

LIFE 1453.600	T	06:00PM-08:00PM	TBA
SESSION: 1	\$30	01/20/15	Staff

LIFE 1453.601	M	07:00PM-09:00PM	TBA
SESSION: 1	\$30	03/23/15	Staff

LIFE 1453.602	W	06:00PM-08:00PM	TBA
SESSION: 1	\$30	05/06/15	Staff

Children

FITNESS

Foil Fencing

Foil Fencing is intended for 12- to 15-year-olds who would like to learn about the sport of Fencing. Students who have taken "The Sport of Fencing" during SEEK should definitely take this next step in their learning, but is not required. Students will be taught the basics of foil fencing as you've seen in the Olympics. If you've ever wanted to learn to sword fight like a French Musketeer or in the movies like *Princess Bride*, this is the course for you. Equipment will be provided.

LIFE 5023.600	W	05:30PM-06:20PM	PE MPR
SESSIONS: 15	\$100	01/21/15-05/06/15	Derek Nissen
No class on March 18 and April 1.			
LIFE 5023.601	W	06:30PM-07:20PM	PE MPR
SESSIONS: 15	\$100	01/21/15-05/06/15	Derek Nissen
No class on March 18 and April 1.			

Zumba® Kids

ZUMBA® KIDS!! Designed exclusively for ages 4-12, these classes are high-energy fitness parties packed with kid-friendly routines and music, like hip-hop, reggaeton and more. The class helps kids increase their focus and self-confidence, boost metabolism and enhance coordination. Zumba® Kids rounds out family fitness goals by giving parents a great reason to head to the gym for a fun-filled experience.

LIFE 1597.600	Sa	10:00AM-10:50AM	PE 133
SESSIONS: 5	\$26	01/24/15-02/21/15	Robin Flores
LIFE 1597.601	Sa	10:00AM-10:50AM	PE 133
SESSIONS: 6	\$26	03/14/15-04/25/15	Robin Flores

Water Aerobics for Kids

The water is fun to be around. This class will offer instruction and practice in proper aquatic exercise conditioning techniques and safety procedures. The comprehensive workout incorporates aerobic conditioning, muscular strengthening, abdominal toning and tension-release stretching sections to improve aerobic capacity, strength and flexibility without the negative effects of gravity. Water splash class will include warm-up, cardio-, muscle-, and core-conditioning and range of motion exercises in the shallow side pool. Classes incorporate use of flotation equipment. Class activities include basic water aerobics, intervals, circuits, games and other styles of upright water workouts. No swimming skills are required. Children must be taller than 3½ feet.

LIFE 1515.600	MW	04:30PM-05:30PM	PE POOL
SESSIONS: 10	\$33	03/30/15-04/29/15	Olga Craig

ROBOTICS & ELECTRONICS

Follow ME Robot

How would you like to build a robot that has four built-in microphones? It will detect the sound source and in turn it will move and turn accordingly. It is your own robot to build and take home. Wow! It starts flashing and plays Do-Re-Mi. Make it move the way you want it to move. It is so smart. It will move in its own routine if it does not get a signal in one minute. It will go to sleep if you do not issue any commands within 90 seconds. However, you can wake it up. Learn about the different gears and sensors as you build it. You will also get to build other robots working in groups. Join in our Sumo wrestling and obstacle course events with what you have built. See everything happening as you build. That's the Scienstational way! Ages 7-12

LIFE 1552.600	MT	09:00AM-04:30PM	CCI 121
SESSIONS: 2	\$149	03/30/15-03/31/15	Staff

Electronic Lab Workshop – 30 Electronic Gadgets

Thirty different projects and experiments are built with your own electronic kit to keep in this hands-on workshop. The Science Electronic Lab will stimulate kids' minds by using easy to understand experiments to increase their knowledge of electronics. Science project ideas will come alive as they build the 30 projects while working with Electronic Circuits. The electronic kit is reusable. Have fun designing your own projects once you've built all 30. Kids can proceed at their own pace. Each participant will keep: an 80 page manual, one solderless circuit board, 12 resistors, two capacitors, two light-emitting diodes, two transistors, one battery snap, one diode, one speaker, one timer, one photocell, one rectifier, one potentiometer, and one switch. Learn the ins and outs of how they work. Kids will be grouped by age. Ages 7-12.

LIFE 5027.600	WTh	09:00AM-04:30PM	CCI 121
SESSIONS: 2	\$149	04/01/15-04/02/15	Staff

SWIMMING

Beginner Swimming I

This class is for beginning swimmers. The students will learn basic water safety, floating, gliding, kicking and beginning breathing skills. Students must be able to stand flat-footed in the shallow end of the pool with their head above water. Children must be taller than 3½ feet.

LIFE 1301.600	MW	04:00PM-04:45PM	PE POOL
SESSIONS: 18	\$60	01/26/15-03/25/15	Olga Craig
LIFE 1301.601	Sa	10:00AM-10:45AM	PE POOL
SESSIONS: 8	\$27	01/24/15-03/14/15	Staff
LIFE 1301.602	Sa	11:30AM-12:15PM	PE POOL
SESSIONS: 8	\$27	01/24/15-03/14/15	Staff

Beginner Swimming II

Students must have taken a level I swimming class. Students will continue water safety skills in addition to the Beginner I skills review. Rotary breathing and stroke work will be introduced. Front and back crawl and elementary back stroke will be included. Students must be able to stand flat-footed in the shallow end of the pool with their head above water. Children must be taller than 3½ feet.

LIFE 1302.600	MW	04:45PM-05:30PM	PE POOL
SESSIONS: 18	\$60	01/26/15-03/25/15	Olga Craig
LIFE 1302.601	Sa	10:45AM-11:30AM	PE POOL
SESSIONS: 8	\$27	01/24/15-03/14/15	Staff
LIFE 1302.602	Sa	12:15PM-01:00PM	PE POOL
SESSIONS: 8	\$27	01/24/15-03/14/15	Staff

Dance

BALLROOM, BIG BAND & COUNTRY

Introduction to Ballroom Dancing

An introduction to ballroom dancing that's fun for the beginning dancer. Students will gain basic knowledge of step patterns in waltz, foxtrot and jitterbug swing. Practical applications of centering, posturing, framing and shaping included. Sign up as a single or as a couple. Call the instructor for information at 307.421.8881.

LIFE 1049.600	F	06:00PM-07:00PM	PE 133
SESSIONS: 4	\$35	01/23/15-02/13/15	Dick Gessell
LIFE 1049.601	Su	06:00PM-07:00PM	PE 133
SESSIONS: 4	\$35	01/25/15-02/15/15	Dick Gessell

Beginning Country Swing and Two Step, Level 1

Classes are designed to be easy and fun for the beginning dancer. The wild west mixer, country swing, Texas Two-Step, western waltz and Cotton-Eyed Joe will be taught in this class. These dances will be taught step-by-step, so you will find them easy and fun to learn. Soft-soled shoes or stocking feet are required. No partners required. Call the instructor for information at 307.421.8881.

LIFE 1047.600	F	07:15PM-08:15PM	PE 133
SESSIONS: 4	\$35	01/23/15-02/13/15	Dick Gessell
LIFE 1047.601	Su	07:15PM-08:15PM	PE 133
SESSIONS: 4	\$35	01/25/15-02/15/15	Dick Gessell

Ballroom Dancing, Continued

A continuation of Introduction to Ballroom Dancing. The class will provide instruction on more progressive dance patterns and timing. New moves, dips and turns will be taught. This is a fun class that will add elegance to your dancing. Sign up as a single or as a couple. Call the instructor for information at 307.421.8881.

LIFE 1444.600	F	06:00PM-07:00PM	PE 133
SESSIONS: 4	\$35	02/20/15-03/13/15	Dick Gessell
LIFE 1444.601	Su	06:00PM-07:00PM	PE 133
SESSIONS: 4	\$35	02/22/15-03/15/15	Dick Gessell

Country Swing and Two-Step, Continued

This class is designed to provide students with a more progressive knowledge of step patterns and movements in the country swing, two-step and waltz, that are fun and easy and will add elegance to your dancing. Wear soft-soled shoes or stocking feet, please. No partners required. Call the instructor for information at 307.421.8881.

LIFE 1445.600	F	07:15PM-08:15PM	PE 133
SESSIONS: 4	\$35	02/20/15-03/13/15	Dick Gessell
LIFE 1445.601	Su	07:15PM-08:15PM	PE 133
SESSIONS: 4	\$35	02/22/15-03/15/15	Dick Gessell

Big Band Swing Dancing, Level 1

Learn to dance the jitterbug in the style of the 1930s and 40s. You will learn the basic step patterns and how the rhythm changes, as well as turns, dips, hand changes and more. This is a fun filled, practical class. Soft-soled shoes, dance shoes or socks, please. No partners required. Call the instructor for information at 307.421.8881.

LIFE 1114.600	F	06:00PM-07:00PM	PE 133
SESSIONS: 4	\$35	03/27/15-04/17/15	Dick Gessell
LIFE 1114.601	Su	06:00PM-07:00PM	PE 133
SESSIONS: 4	\$35	03/29/15-04/19/15	Dick Gessell

From A-Z

AUTOMOBILE

Driver's Ed

The driver's education course is a program consisting of 30 classroom hours, six hours of one-on-one driving experience and six hours of observation as set forth by the Wyoming State Department of Education. The course also meets the basic requirement of the Wyoming Department of Transportation. REQUIREMENTS:(1) one parent must attend the first 1/2 hour of the first class (for those students under 18),(2) student must have their driving permit by the first day of class, and (3) student must provide their own (insured) vehicle for the one-on-one driving portion of the class and (4) attendance is required at each class for certificate to be issued. Students who do not successfully complete the course may be eligible for additional instructional time for a fee.

LIFE 1096.600	MW	05:30PM-08:30PM	HS 113
	Sa	08:00AM-12:00PM	
SESSIONS: 9	\$310	03/23/15-04/11/15	Renae Jording
LIFE 1096.601	MW	05:30PM-08:30PM	HS 113
	Sa	08:00AM-12:00PM	
SESSIONS: 9	\$310	04/20/15-05/09/15	Renae Jording

BALLOON ART

Balloon Twisting

Balloon twisting is relaxing and therapeutic. This is a complete course for beginners about how to make balloon animals and other dynamic creations. You will learn how to use pumps, different types of balloons and various techniques for this art form. All materials included and you get to keep the pump and your creations.

LIFE 5028.600	F	11:00AM-01:00PM	TC 112
SESSIONS: 3	\$30	01/30/15-02/13/15	Cecilia Villar
LIFE 5028.601	F	11:00AM-01:00PM	TC 112
SESSIONS: 3	\$30	02/20/15-03/06/15	Cecilia Villar
LIFE 5028.602	F	11:00AM-01:00PM	TC 112
SESSIONS: 3	\$30	03/13/15-03/27/15	Cecilia Villar

CULTURE

Music in East Asia

Music is almost a universal language. We will explore, listen to and perform music from China and Japan. We will learn about Chinese and Japanese scales, melodies, singing, and musical instruments. We will also delve into the creative science of ethnomusicology, which studies how a music fits into its cultural context.

LIFE 5020.600	T	06:00PM-07:00PM	TC 112
SESSIONS: 4	\$60	01/20/15-02/17/15	David Shaul

Indians of the American Southwest

In this class, we will learn about the traditional and contemporary cultures of the native people of the American Southwest, including the Hopis, Navajos, Apaches, Pueblos, Yumans and Pimans. For each group we look at origin stories, traditional territory and climate; making a living; and beliefs and values. We will also sample the languages of each cultural grouping.

LIFE 5021.600 T 07:00PM-08:00PM TC 112
SESSIONS: 6 \$75 02/17/15-03/24/15 David Shaul

The Celtic Year

Join us as we prepare to celebrate the Celtic Year in time for St. Patrick's Day! We will learn about the Celtic calendar through the pre-Christian liturgy that survives in folk music and folklore. We will rehearse and present "The Celtic Year" for our invited guests the last class session. Book included in the cost of the class.

LIFE 5019.600 T 06:00PM-07:00PM TC 112
SESSIONS: 5 \$75 02/24/15-03/17/15 David Shaul

Aztecs and Literature

The Aztec culture and its ancestor cultures in the Valley of Mexico produced an amazing literature that has been preserved for us to enjoy today. We will read selected examples of myth, annals and history, existentialist poetry, farce, and wisdom literature – all come from just before the eve of the European "discovery" of the Americas! All of this will reveal the Aztec world and philosophy on the eve of the Spanish conquest.

LIFE 5015.600 T 06:00PM-07:00PM TC 112
SESSIONS: 4 \$60 03/24/15-04/21/15 David Shaul

History and Culture of Monaco

We will savor the history, culture language and cuisine of this, the smallest country in the world. Despite containing one of the playgrounds for the wealthy (Monte Carlo), Monaco has an ancient culture and native language. We will look at Monaco's history and climate; folklore and music; language and literature. On the last session, we will sample the most traditional of Monegasque food and enjoy and video tour of the principality. Tuition includes food costs for the final meeting.

LIFE 5018.600 T 06:00PM-07:00PM TC 112
04/28/15-05/05/15
06:00PM-08:00PM
SESSIONS: 4 \$75 05/12/15 David Shaul

EQUINE

Individual Instruction

This class is designed for the individual horse/owner looking for a solid foundation, a new perspective and/or additional knowledge. Suzi will help you understand how to work with your horse rather than against them. There is no set curriculum. Please come with an idea of what you and your horse need to work on. Here are some ideas: groundwork, trailer loading, ground driving, obstacle navigation, problem solving, saddle fit, developing softness in horse and rider, confidence, lateral work, transitions, riding with physical issues.

LIFE 1308.600 Su 10:00AM-12:00PM AREN 100
SESSIONS: 6 \$65 01/18/15-03/08/15 Suzi Zielinski

Fun and Games on Horseback

This class is designed to understand what it takes to help a horse in high energy activities. We humans choose the speed event, the horse show, the trail ride, the parade, etc. but have you ever thought that maybe your horse isn't suited for that activity? We will take the time to help the horse bring on work ethics so the two of you can enjoy that activity together. We may make a mock trail ride, play with jumps, go around barrels, play horse soccer and set up some stimulus situations to build your horse's trust and confidence. A huge focus will be placed on horsemanship, safety and building your communication skill with your horse.

LIFE 1584.600 Su 01:00PM-03:00PM AREN 100
SESSIONS: 6 \$65 01/18/15-03/08/15 Suzi Zielinski

REGISTER EARLY

Registration starts November 17

What Is Your Horse Thinking?

Have you ever wondered how your horse feels about the exercise you are asking him to do? Does he swish his tail, shake his head, pin his ears, hold his breath, get rushy or refuse to go? Maybe your horse might zone out and seem distant, succeed with the exercise but look as if he's daydreaming of lush green fields far away from you? Perhaps he is performing like a circus pony but not really interested in keeping his mind ASKING for what's next? This class is designed to help the horse owner focus on staying aware of where the horse's thought goes, helping your horse to CHOOSE what you would like him to do instead of MAKING him do what you want. When the horse chooses your idea, he is much more apt to stay with you which keeps him safe, you safe and forms a TRUE partnership of willing ideas.

LIFE 1536.600	Su	03:30PM-05:30PM	AREN 100
SESSIONS: 6	\$65	01/18/15-03/08/15	Suzi Zielinski

Individual Refinement

In this class we will focus in refining skills preparing for the upcoming riding season. You will have the opportunity to bring 1-2 horses to work with. Possible ideas could be: round pen refinement, working another horse of your riding horse, preparing your snaffle bit horse for the hackamore or two rein, obstacle course, rider fear or physical issues. Helping your horse to release worry/tension, etc. Please bring a list of goals. Must have instructor approval and have ridden in an Individual Instruction class.

LIFE 5024.600	Su	12:00PM-03:30PM	AREN 100
SESSIONS: 4	\$65	03/15/15-05/03/15	Suzi Zielinski

PETS

Puppy ABCs & 123s

Get your puppy started off on the right paw. This class is designed to teach you how to teach your puppy basic house manners such as "sit," "down," "stay," and walking on a loose leash. We will work on problem behaviors such as jumping and mouthing and learn some tricks. Puppies six months or younger are welcome. All dogs are required to be current on vaccines including rabies, Parvo, Bordetella (kennel cough). Bring proof of vaccinations first night. This course is held off campus at the Cheyenne Animal Shelter. PLEASE: NO DOGS FIRST NIGHT.

LIFE 1025.600	M	06:30PM-08:00PM	CAS COM RM
SESSIONS: 7	\$75	01/12/15-03/02/15	Cathy Anderson

LIFE 1025.601	M	06:30PM-08:00PM	CAS COM RM
SESSIONS: 7	\$75	03/30/15-05/11/15	Cathy Anderson

Mind Your Manners

This class is designed to teach you how to teach your dog. You will learn how to teach basic house manners such as "sit," "down," "stay," and walking on a loose leash. We will work on problem behaviors and learn some tricks. Dogs six months or older are welcome. All dogs are required to be current on vaccines including rabies, Parvo and Bordetella (kennel cough). Bring proof of vaccinations. PLEASE: NO DOGS FIRST NIGHT.

LIFE 1023.600	T	06:30PM-08:00PM	CAS COM RM
SESSIONS: 7	\$75	01/13/15-02/24/15	Cathy Anderson

LIFE 1023.601	W	06:30PM-08:00PM	CAS COM RM
SESSIONS: 7	\$75	01/14/15-02/25/15	Cathy Anderson

LIFE 1023.602	T	06:30PM-08:00PM	CAS COM RM
SESSIONS: 7	\$75	03/21/15-05/12/15	Cathy Anderson

LIFE 1023.603	W	06:30PM-08:00PM	CAS COM RM
SESSIONS: 7	\$75	04/01/15-05/13/15	Cathy Anderson

SELF DEFENSE

Basic Pistol Class

This course is designed to assist students in the safety and basic use of handguns. Students will be trained in the selection, care, handling and storage of firearms. Safety, defensive procedures and the legal aspects for use of handguns in self-defense in the state of Wyoming will also be presented. Double-action, center fire handguns are provided. Cost includes registration, handgun use, targets and handout materials. Students will be required to provide their own ammunition. (Estimated ammunition cost will be \$120) Information on what ammunition to purchase will be discussed the first night of class. Attendance is mandatory. Cosponsored by the LCCC and the Laramie County Sheriff's Department, class will be held at the Laramie County Sheriff's Department, 1910 Pioneer Ave. No firearms shall be brought to the course. The Basic Pistol Course is for law-biding citizens (minimum age is 21). A criminal history check will be done by the Sheriff's Department prior to the start of class.

LIFE 1523.600	Th	06:00PM-09:45PM	LCSD LOBBY
SESSIONS: 5	\$65	02/05/15-03/05/15	Patrick Lewis

Personal Protection in the Home

The goal of this course is to develop the students' basic knowledge, skills and attitude essential to the safe and efficient use of a handgun for protection of self and family. The course will also provide information on the law-abiding citizen's right to self-defense. Students must provide 200 rounds and their own .38 caliber or larger (non-magnum) center-fire handguns. Ammunition must be factory-loaded, full metal jacket design (no reloads). Continued participation in this class will require a student to demonstrate safe handling skills and complete a shooting proficiency evaluation with his/her handgun during the first class session. Students must present proof of participation (a signed certificate of completion) in either the LCCC/LCSD Basic Pistol Course or the NRA Basic Pistol Course on the first night and prior to admission into this class. Any firearms brought to the course will be unloaded prior to entering the LCSD Building. Ammunition and firearms must be carried in separate containers. This course is for law-abiding adult citizens (minimum age is 21). A criminal history check will be done by the Sheriff's Department prior to the start of the class.

LIFE 1039.600	Th	06:00PM-09:45PM	LCSD LOBBY
SESSIONS: 6	\$65	04/09/15-05/14/15	Patrick Lewis



Grow Vegetables Indoors Year-round Hydroponically

It is always nice to have fresh tomatoes, cucumbers, peppers, and more growing in your very own indoor garden. During our long winter months it is pretty challenging to find produce that tastes like it is from our gardens. Wouldn't it be nice to grow an indoor vegetable garden during the long winter months? This course will cover all aspects of hydroponic gardening including various systems – both manufactures and options for DIYers. We will also discuss lighting, plants, growing mediums and more. Grow safe, healthy, delicious vegetables for you and yours, all year round.

LIFE 1603.600	Th	06:30PM-08:30PM	AG 119
SESSION: 1	\$25	01/22/15	Jeff Dyer
LIFE 1603.601	M	06:30PM-08:30PM	AG 119
SESSION: 1	\$25	03/09/15	Jeff Dyer

Seed Starting 101

Ready, set . . . start your seeds! In this class, you will learn how easy it is to grow your own herbs, vegetables and flowers from seed. Seed Starting allows you to pick the varieties that work in our unique climate. Learn which can be started indoors and methods for transplanting success.

LIFE 1576.600	Th	06:30PM-08:30PM	AG 119
SESSION: 1	\$20	02/12/15	Jeff Dyer
LIFE 1576.601	Su	01:30PM-03:30PM	AG 119
SESSION: 1	\$20	03/01/15	Jeff Dyer

Growing in Greenhouses

With unpredictable spring and summer weather, it can be hard to grow vegetables and other plants in Cheyenne. To that end, greenhouses are popping up to allow for growers to have a more "normal" growing season. Learn everything you need to know about growing in greenhouses during a two-night workshop. We will discuss growing basics and the best things to grow each season during our first night. The second night, we will learn about greenhouse lighting options and creating an efficient greenhouse layout and planting options. We'll also discuss construction options as well.

LIFE 5012.600	MT	06:30PM-08:30PM	AG 119
SESSIONS: 2	\$40	02/17/15-02/18/15	Jeff Dyer
LIFE 5012.601	WTh	06:30PM-08:30PM	AG 119
SESSIONS: 2	\$40	04/29/15-04/30/15	Jeff Dyer

307.778.1236 OR 307.778.1134

LCCC.WY.EDU/WORKFORCE/LIFEENRICHMENT

Vegetable Gardening for Beginners

Starting a garden is fun. It has the potential to create awareness and connect your family, friends, and neighbors with the wonders of food production. Getting started can be an overwhelming task. How thrilling it is to harvest fresh lettuce for a salad, eggplant for parmesan, and dine on the best tomatoes sprinkled with salt and pepper. Gardening with fruits and vegetables, herbs, and other edible plant parts is rewarding. Learn how to make starting your garden a wonderful pleasure. This workshop is a great basis for either someone new to gardening to someone who just wants to ramp up their yields and over-all garden vitality, Also a good class for kids.

LIFE 1343.600	Th	06:30PM-08:30PM	AG 119
SESSION: 1	\$15	04/16/15	Jeff Dyer
LIFE 1343.601	M	06:30PM-08:30PM	AG 119
SESSION: 1	\$15	05/04/15	Jeff Dyer

Grow Tomatoes Like a Pro

Ah, the taste of a fresh, vine ripe tomato! Learn how to navigate the ins and outs to growing great tomatoes from a Cheyenne horticultural professional. Whether you are a newbie or seasoned gardener, you will learn how to grow varieties with superior flavor and color that you can't find at your local supplier. Topics will include origin and history, soil fertility, plant selections, growing and harvesting, pests and more.

LIFE 1508.600	T	06:30PM-08:30PM	AG 119
SESSION: 1	\$15	04/21/15	Jeff Dyer
LIFE 1508.601	Sa	08:30AM-10:30AM	AG 119
SESSION: 1	\$15	05/02/15	Jeff Dyer

Advanced Vegetable Gardening

Go deeper into Cheyenne vegetable gardening. This class builds upon knowing how to grow veggies and taking it to the next level. We will discuss composting at home, companion planting for natural pest management, crop rotation, increasing yield, soil management and good gardening habits. Expand your knowledge of growing vegetables by understanding the whole process and the interdependence that exists in your garden.

LIFE 5014.600	T	06:30PM-09:00PM	AG 119
SESSION: 1	\$25	04/28/15	Jeff Dyer
LIFE 5014.601	Th	06:30PM-09:00PM	AG 119
SESSION: 1	\$25	05/07/15	Jeff Dyer

LANDSCAPE

Dark Green Lawn Care – Spring Edition

Having a dark green, lush lawn can be a significant and expensive frustration if you do not understand what your lawn is craving for seasonal survival. This class will cover the proper cultural practices including everything from evaluating your existing lawn to selecting the right seed and fertilizer. Early spring is an important care period for your lawn, so find out the easiest ways, latest technological finds and ways to make the spring and summer lawn great. Bring your lawn issue photos for even more analysis.

LIFE 5013.600	Th	06:30PM-08:00PM	AG 119
SESSION: 1	\$15	03/05/15	Jeff Dyer
LIFE 5013.601	M	06:30PM-08:00PM	AG 118
SESSION: 1	\$15	03/23/15	Jeff Dyer

Introduction to Landscape Design and Installation

It's Wyoming, and of course your thoughts are not on your landscape, but now is a GREAT time to avoid landscaping pitfalls and save time and money with this course. This beginning landscaping class introduces landscaping terminology, design, horticultural skills and landscape installation. Students learn about plant selection for different conditions, irrigation system design, and landscape drawing and design. This course is ideal for anyone interested in landscaping the first time or even improving their existing landscape.

LIFE 1510.600	WTh	06:15PM-09:15PM	AG 119
SESSIONS: 2	\$75	04/08/15-04/09/15	Jeff Dyer
LIFE 1510.601	WTh	06:15PM-09:15PM	AG 119
SESSIONS: 2	\$75	05/13/15-05/14/15	Jeff Dyer

Visit the Life Enrichment website
lccc.wy.edu/workforce/lifeEnrichment

MAINTENANCE

Make It Rain – Sprinkler and Drip Irrigation Design, Maintenance, and Installation

Learn how to water your landscape with our ever-changing summer weather patterns and make your landscape happier by installing your own sprinkler system. Participants will learn how to design, install and operate an efficient sprinkler and drip irrigation system. This class will teach you to properly locate and place sprinkler heads and valves as well as identify the problem areas in your system and how to correct them. We will even discuss repairs and updating an old system. This is a GREAT class for any homeowner. Save yourself time, money, and headaches by learning from a landscape professional.

LIFE 1573.600	MT	06:30PM-09:00PM	AG 119
SESSIONS: 2	\$45	04/13/15-04/14/15	Jeff Dyer
LIFE 1573.601	MT	06:30PM-09:00PM	AG 119
SESSIONS: 2	\$45	05/11/15-05/12/15	Jeff Dyer

Health for Life

COOKING

Healthy Cooking

This will teach you how to make healthy and delicious food. The recipes are healthy, simple, and easy to make. The class is hands-on so you can practice making dishes. You will taste everything that is made, so come hungry!

LIFE 5008.600	Sa	11:00AM-01:00PM	AG 119
SESSION: 1	\$25/person \$40/couple	01/31/15	Staff

DANCE FITNESS

Dance Fitness

Join the party dancing to hip hop, pop, reggaeton, and salsa music. So fun that you will forget you're burning calories!

LIFE 5007.600	TH	07:30PM-08:30PM	PE 133
Sessions: 16	\$45	01/22/15-05/07/15	Laura Leach

Belly Dance Fitness

Belly Dance Fitness is for every belly! Whether you're a CEO, a stay-at-home mom, a student or juggling a variety of different roles – life never has to be ordinary. Belly Dance Fitness is a low-impact way to look and feel better about yourself as a woman. Learn to isolate your muscles and move in ways you have never moved before.

LIFE 1303.600	Sa	09:00AM-09:50AM	PE 133
SESSIONS: 5	\$26	01/24/15-02/21/15	Robin Flores
LIFE 1303.601	Sa	09:00AM-09:50AM	PE 133
SESSIONS: 6	\$26	03/14/15-04/25/15	Robin Flores

FITNESS

Zumba® Gold

Zumba® Gold targets older adults and beginners who want the Zumba® experience at a low-impact and slower pace. It's a dance-fitness class that is friendly and most of all fun.

LIFE 1455.600	TTh	10:00AM-10:50AM	PE 133
SESSIONS: 6	\$19	01/21/15-02/05/15	Robin Flores
LIFE 1455.601	TTh	10:00AM-10:50AM	PE 133
SESSIONS: 6	\$19	02/10/15-02/26/15	Robin Flores
LIFE 1455.602	TTh	10:00AM-10:50AM	PE 133
SESSIONS: 6	\$19	03/03/15-03/19/15	Robin Flores
LIFE 1455.603	TTh	10:00AM-10:50AM	PE 133
SESSIONS: 6	\$19	03/24/15-04/14/15	Robin Flores
LIFE 1455.604	TTh	10:00AM-10:50AM	PE 133
SESSIONS: 6	\$19	04/21/15-05/07/15	Robin Flores

Stretching and Strengthening with Tai Chi

Everybody knows exercise is important. This class will teach the right way to stretch and move to open up the energy channels in your body (the meridian lines). These exercises will increase blood circulation, will help flush toxins from your body, and increase your immune system. This class is designed to use slow and gentle movements so that any age and any ability can enjoy the stretches.

LIFE 5007.600	TH	06:30PM-07:30PM	PE 133
Sessions: 4	\$30	02/05/15-02/26/15	Sean Kim

Seniors

CAREGIVING

Alzheimer's Disease: What you need to know!

Do you have a family member or friend who has recently been diagnosed with Alzheimer's disease or another dementia? This course is designed to provide a basic understanding of what the most common forms of dementia are and what can be expected from each. Most of the time will be spent on understanding the Alzheimer's disease progression and what happens during the life expectancy of the person with the disease. A discussion of what to do if the person is still driving will be held. Additionally a brief overview of what is going on with research will be presented.

LIFE 1422.600	T	06:30PM-08:30PM	CCI 124
SESSION: 1	\$8	01/27/15	Charles Simineo

FITNESS

Snowshoe Class for Seniors

Students will have four guided snowshoe outings to the Medicine Bow National Forest, transportation provided. The first class is an orientation to successful snowshoeing, individual technique, clothing, equipment, safety, and survival issues. Students must be able to do 20 minutes on a treadmill at 3 MPH on level 10.

LIFE 1503.600	F	09:00AM-04:00PM	PE 143
SESSIONS: 5	\$80	01/30/15-03/06/15	Rod Southworth

No class February 27

MEDICARE

Medicare – A Baseline Overview

Are you eligible for Medicare? Do you understand what is covered by each of the four parts of Medicare? What do Part A and Part B pay for? When does Medicare Part C come in? Why do you need to pick a Part D prescription drug plan? How do you do it? What is a Medigap policy (Medicare Supplement)? Why do you need a Medigap policy? What does long term care insurance cover? When do you need it? An overview of this information will be presented.

LIFE 1420.600	T	06:30PM-08:30PM	CCI 124
SESSION: 1	\$8	02/24/15	Charles Simineo

Medicare – How Do You Get Drugs Paid For

This class will cover how Medicare covers prescription drugs under all 4 parts of Medicare. There are many questions about Medicare, paying for drugs, and when does each part pay. This class is designed to answer those questions. Additionally, there will be a discussion about the wisdom in choosing a new Medicare Prescription Drug plan each year. Should you or should you not? There will also be a discussion about the easiest way to choose the plan that is best for you. A portion of the class will also be spent on help available to pay for the Prescription Drug Plans.

LIFE 1522.600	T	06:30PM-08:30PM	CCI 144
SESSION: 1	\$8	03/10/15	Charles Simineo

REGISTER EARLY

Registration starts November 17

COED CLASSES

Coed Adult Water Workout

An energizing, uplifting and fun filled class for the exerciser seeking fitness and flexibility. Gain strength, flexibility and muscle tone through the full range of motion made possible by joint support and resistance of the water. Great for those with limited mobility or general rehabilitation. No swimming ability necessary. Classes accommodate all fitness levels.

LIFE 1071.600	MWF	08:30AM-09:30AM	PE POOL
SESSIONS: 17	\$43	01/21/15-02/27/15	Olga Craig
LIFE 1071.601	MWF	08:30AM-09:30AM	PE POOL
SESSIONS: 12	\$30	03/02/15-03/30/15	Olga Craig
No class on March 20.			
LIFE 1071.602	MWF	08:30AM-09:30AM	PE POOL
SESSIONS: 13	\$33	04/01/15-04/29/15	Olga Craig
LIFE 1071.603	MWF	08:30AM-09:30AM	PE POOL
SESSIONS: 13	\$33	05/01/15-05/29/15	Olga Craig
LIFE 1071.604	TTh	08:30AM-09:30AM	PE POOL
SESSIONS: 12	\$30	01/20/15-02/26/15	Olga Craig
LIFE 1071.605	TTh	08:30AM-09:30AM	PE POOL
SESSIONS: 8	\$20	03/03/15-03/26/15	Olga Craig
LIFE 1071.606	TTh	08:30AM-09:30AM	PE POOL
SESSIONS: 9	\$23	03/31/15-04/28/15	Olga Craig
LIFE 1071.607	TTh	08:30AM-09:30AM	PE POOL
SESSIONS: 9	\$23	04/30/15-05/28/15	Olga Craig
LIFE 1071.608	TTh	09:30AM-10:30AM	PE POOL
SESSIONS: 12	\$30	01/20/15-02/26/15	Olga Craig
LIFE 1071.609	TTh	09:30AM-10:30AM	PE POOL
SESSIONS: 8	\$20	03/03/15-03/26/15	Olga Craig
LIFE 1071.610	TTh	09:30AM-10:30AM	PE POOL
SESSIONS: 9	\$23	03/31/15-04/28/15	Olga Craig
LIFE 1071.611	TTh	09:30AM-10:30AM	PE POOL
SESSIONS: 9	\$23	04/30/15-05/28/15	Olga Craig
LIFE 1071.612	TTh	01:00PM-02:00PM	PE POOL
SESSIONS: 12	\$30	01/20/15-02/26/15	Olga Craig
LIFE 1071.613	TTh	01:00PM-02:00PM	PE POOL
SESSIONS: 8	\$20	03/03/15-03/26/15	Olga Craig
LIFE 1071.614	TTh	01:00PM-02:00PM	PE POOL
SESSIONS: 9	\$23	03/31/15-04/28/15	Olga Craig
LIFE 1071.615	TTh	01:00PM-02:00PM	PE POOL
SESSIONS: 9	\$23	04/30/15-05/28/15	Olga Craig

307.778.1236 OR 307.778.1134

Visit the Life Enrichment website
lccc.wy.edu/workforce/lifeEnrichment

After-Work Coed Water Aerobics

A stimulating coed class designed for after work. Exercises will be moderately-paced for gaining strength, flexibility and muscle tone through full range of motion exercises. No swimming ability necessary.

LIFE 1073.600	MW	05:30PM-06:30PM	PE POOL
SESSIONS: 11	\$28	01/21/15-02/25/15	Olga Craig
LIFE 1073.601	MW	05:30PM-06:30PM	PE POOL
SESSIONS: 9	\$23	03/02/15-03/30/15	Olga Craig
LIFE 1073.602	MW	05:30PM-06:30PM	PE POOL
SESSIONS: 9	\$23	04/01/15-04/29/15	Olga Craig
LIFE 1073.603	MW	05:30PM-06:30PM	PE POOL
SESSIONS: 8	\$21	05/04/15-05/27/15	Olga Craig

Deep Water Exercise

This class is for anyone who is comfortable in the deeper water and wants to challenge their muscles in a new way.

LIFE 1438.600	MWF	09:30AM-10:30AM	PE POOL
SESSIONS: 17	\$43	01/21/15-02/27/15	Olga Craig
LIFE 1438.601	MWF	09:30AM-10:30AM	PE POOL
SESSIONS: 12	\$30	03/02/15-03/30/15	Olga Craig
No class on March 20.			
LIFE 1438.602	MWF	09:30AM-10:30AM	PE POOL
SESSIONS: 13	\$33	04/01/15-04/29/15	Olga Craig
LIFE 1438.603	MWF	09:30AM-10:30AM	PE POOL
SESSIONS: 13	\$33	05/01/15-05/29/15	Olga Craig

Adult Swimming Lessons

Come learn to swim or improve your strokes.

LIFE 1123.600	Sa	09:00AM-10:00AM	PE POOL
SESSIONS: 8	\$27	01/24/15-03/14/15	Staff
LIFE 1123.601	TTh	05:30PM-06:30PM	PE POOL
Sessions: 10	\$30	01/20/15-02/19/15	Olga Craig

Laramie County Community College Kids' College

SEEK

Summer Educational Experiences for Kids

SEEK is a unique summer experience designed to challenge our young people. Its goal is to stimulate creativity through hands-on programs in arts, sciences and physical activities for students ages 5-12. Classes are designed for specific age groups. **SEEK** is open to all children who wish to discover and develop their talents.

June 15-19 and July 6-10



lccc.wy.edu



2015

REGISTRATION STARTING
307.778.1236 OR 307.778.1134
NOVEMBER 17

Instructor-Facilitated Online Classes

Upgrade your work skills, discover a new talent or chart a career path at your convenience with these online courses offered in partnership with ed2go. These courses feature a structured approach to interactive online instruction that allows each participant to complete lessons and assignments from the comfort of your home or office at convenient times.

Requirements

Students are expected to have basic computer skills including navigating Web pages, uploading and downloading files, and sending and receiving emails.

You should have a computer with Internet access, email address and Internet Explorer or Netscape Web browser. If a class requires additional software, book or materials, it will be listed in the online course description.

If you're using America Online, it is recommended that you download the free Microsoft Internet Explorer Web browser America Online provides. For more information, go to the Administration Center at **www.ed2go.com/larcoco** or call the Life Enrichment office at 307.778.1236.

Lessons

Each lesson is posted on the Internet at 9 a.m. PST on Wednesdays and Fridays for a total of 12 lessons. You must access the first lesson within five days after it is posted. You can take up to 10 days to complete each lesson after it is released. You can print a completion letter when you finish, based upon passing the final exam with a 65 percent or better unless otherwise stated.

Registration and Orientation

1. Choose your course, the start date and the accompanying course number. Write down this information or print the Web page.
2. Call the Life Enrichment office at 307.778.1236. Registration and payment procedures should be completed at least one week prior to the course start date. You can register over the phone with a Visa or MasterCard.
3. After you have enrolled, go to **www.ed2go.com/larcoco** and click **Orientation**. Fill in the appropriate information. LCCC will then verify your enrollment on your chosen start date.
4. Click on the title of your course to find the syllabus, meet the instructor and read past evaluations.

On the start date

1. Go to **www.ed2go.com/larcoco**.
2. Click **Classroom** and complete the login procedure to access your lesson.

Helpful instructors, interactive demonstrations, clear tutorials, reinforcement activities and email discussions work together to keep you on track as you progress through the course. You can request a one-time course extension by clicking **Admin** and completing the Extension Request Form at the ed2go Online Instruction Center. An extension lasting no more than 10 days beyond the final exam due date will be granted to any participant who completes this form.

TEACHERS

These online classes have been approved for 1.5 hours of credit through the Professional Teaching Standards Board (PTSB). Classes are also available to the general public.

- ◆ A to Z Grantwriting
- ◆ Advanced Microsoft Excel 2007
- ◆ Creating a Classroom Web Site
- ◆ Creating Classroom Centers
- ◆ Creating K-12 Learning Materials
- ◆ Creating the Inclusive Classroom: Strategies for Success
- ◆ Creating Web Pages
- ◆ Designing Effective Websites
- ◆ Differentiated Instruction in the Classroom
- ◆ Empowering Students with Disabilities
- ◆ Enhancing Language Development in Childhood
- ◆ Get Assertive!
- ◆ Going Green at the Workplace
- ◆ Guided Reading and Writing Strategies for maximum Student Achievement
- ◆ Guided Reading: Strategies for the Differentiated Classroom
- ◆ Homeschool With Success
- ◆ Integrating Technology in the Classroom
- ◆ Intermediate Microsoft Excel 2007
- ◆ Intermediate Microsoft Excel 2010
- ◆ Intermediate Microsoft PowerPoint
- ◆ Intermediate Microsoft Word 2007
- ◆ Intermediate Microsoft Word 2010
- ◆ Introduction to Microsoft Access 2007
- ◆ Introduction to Microsoft Excel 2007
- ◆ Introduction to Microsoft Excel 2010
- ◆ Introduction to Microsoft Outlook 2010
- ◆ Introduction to Microsoft PowerPoint 2010
- ◆ Introduction to Microsoft Word 2007
- ◆ Introduction to Microsoft Word 2010
- ◆ Introduction to Photoshop 7
- ◆ Introduction to Teaching ESL/EFL
- ◆ Introduction to Windows
- ◆ Leadership
- ◆ Making Movies with Windows XP
- ◆ Microsoft Excel 2007 in the Classroom
- ◆ Photoshop Elements II for the Digital Photographer
- ◆ Practical Ideas for the Adult ESL/EFL
- ◆ Praxis | Prep
- ◆ Ready, Set, Read
- ◆ Response to Intervention: Reading Strategies that Work
- ◆ Singapore Math Number Sense & Computational Strategies
- ◆ Singapore Math Strategies: Model Drawing for Grades 1-6
- ◆ Solving Classroom Discipline Problems
- ◆ Solving Classroom Discipline Problems II
- ◆ Spanish in the Classroom
- ◆ Speed Spanish I, II or III
- ◆ Survival Kit for New Teachers
- ◆ Teaching Adult Learners
- ◆ Teaching ESL/EFL Grammar
- ◆ Teaching ESL/EFL Reading
- ◆ Teaching ESL/EFL Vocabulary
- ◆ Teaching High School Students
- ◆ Teaching Math: Grades 4-6
- ◆ Teaching Preschool- A Year of Inspiring Lessons
- ◆ Teaching Science: Grades 4-6
- ◆ Teaching Smarter with SMARTBoards
- ◆ Teaching Students with Autism: Strategies for Success
- ◆ Teaching Writing: Grades 4-6
- ◆ Teaching Writing: Grades K-3
- ◆ The Classroom Computer
- ◆ The Creative Classroom
- ◆ The Differentiated Instruction and Response to Intervention Connection
- ◆ Understanding Adolescents
- ◆ Using the Internet in the Classroom
- ◆ Working Successfully with Learning Disabled Students
- ◆ Writing for ESL

Visit the Life Enrichment website
lccc.wy.edu/workforce/lifeEnrichment

Follow ME Robot

(LIFE 1552.600)



How would you like to build a robot that has four built-in microphones? It will detect the sound source and in turn it will move and turn accordingly. It is your own robot to build and take home. Wow! It starts flashing and plays Do-Re-Mi. Make it move the way you want it to move. It is so smart. It will move in its own routine if it does not get a signal in one minute. It will go to sleep if you do not issue any commands in 90 seconds. However, you can wake it up. Learn about the different gears and sensors as you build it. You will also get to build other robots working in groups. Join in our Sumo wrestling and obstacle course events with what you have built. See everything happening as you build. That's the Sciensational way! Ages 7-12.

March 30 and 31
9 a.m.-4:30 p.m.
\$149

Electronic Lab Workshop

30 Electronic Gadgets (LIFE 5027.600)

Thirty different projects and experiments are built with your own electronic kit to keep in this hands-on workshop. The Science Electronic Lab will stimulate kids' minds by using easy to understand experiments to increase their knowledge of electronics. Science project ideas will come alive as they build the 30 projects while working with Electronic Circuits. The electronic kit is reusable. Have fun designing your own projects once you've built all 30. Kids can proceed at their own pace. Each participant will keep: an 80 page manual, one solderless circuit board, 12 resistors, two capacitors, two light-emitting diodes, two transistors, one battery snap, one diode, one speaker, one timer, one photocell, one rectifier, one potentiometer, and one switch. Learn the ins and outs of how they work. Kids will be grouped by age. Ages 7-12.

April 1 and 2
9 a.m.-4:30 p.m.
\$149

SUMMER 2015 YOUTH PROGRAMS AT LCCC!

Coming this Summer!

June 8 – June 12	Fit Kids Camp (Ages 11-14)
June 15 – June 19	SEEK
June 22 – June 26	Golden Eagle Youth Sports Institute
June 29 – July 02	Fit Kids Camp (Ages 8-10)
July 06 – July 10	SEEK
July 13 – July 17	Golden Eagle Youth Sports Institute
July 22	Families welcome for the annual Thunderbirds Show!
July – August	Math & Science Camp (Ages 12-15)

Stay tuned for more information coming this Spring!

For questions please call our office at 307.778.1236



- Programs for youth of all ages!
- Get to know the LCCC campus!
- Stay active all summer!



LARAMIE COUNTY
COMMUNITY COLLEGE

L.I.F.E.

LEARNING IS FOR EVERYONE

(FORMERLY KNOWN AS ELDERHOSTEL)

SAVE THE DATE!

WHEN

3 Saturday Sessions
April 11, 18, and 25, 2015
10 a.m.-3 p.m.

WHERE

LCCC Campus: Building to be determined

WHAT

Socialize with friends, old and new!
Enjoy lunch at the LCCC Dining Hall
Senior programming

COST

\$50
Lunch is not included
Coffee and snacks
provided

REGISTRATION

Starts February 1

New!
Improved!

POTENTIAL TOPICS

History and Politics

Hands-on hobbies

**Being safe in
your home**

Medicare

Using technology

Safe Banking

Health & Nutrition

**Special guests/
speakers**



Outreach & Workforce Development

REGISTRATION INFORMATION

Noncredit

You may register for any of the noncredit Workforce Development classes by calling 307.778.4381.

You also may register in person between 8 a.m.-4 p.m. Monday-Friday at the LCCC Training Center, Room 117.

Refund Policies

(These policies do not apply to the online Gatlin classes. Call 307.778.4381 for policies regarding these classes.)

Cancellations: Cancelled classes will be refunded 100 percent.

Withdrawals: Contact the Outreach & Workforce Development office at 307.778.4381.

There will be a 100 percent refund if registration is withdrawn 24 hours prior to the start of class.

To receive a refund, contact the Outreach & Workforce Development office at 307.778.4381.

After the class begins, no refund will be given.

Questions? Call 307.778.4381

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LOCATION ABBREVIATIONS

LCCC — 1400 E. College Drive, Cheyenne
CCCLCCC College Community Center
CCI LCCC Center for Conferences and Institutes
TC The Training Center at LCCC

SPECIAL WORKSHOPS

The Sales Boot Camp

1.3 CEUs

The Sales Boot Camp is dedicated to building the best possible sales force that supports you and your company. It helps your business establish its product as valuable and succeed in the competitive edge! Participants gain skills in selling, establishing an entrepreneurial spirit throughout the workforce, closing a sale, and most importantly, satisfying a customer above his or her expectations. Topics discussed are Selling Orientation, Benchmarking, Features/Benefits, Dealing with Objections, Closing the sale, Psychological Matrix, Body Language and Role Play. Lunch and materials are included.

ENTN 0009.600 TW 09:00AM-03:30PM TC 112
SESSIONS: 2 \$350 02/10/15-02/11/15 R. Milczewski

Administrative Professional Conference

0.2 CEUs

In support of all administrative assistants, LCCC is presenting an Administrative Assistant Conference to celebrate the individuals who no office "can do without." This conference will provide a special day of learning and leading with a buffet lunch included. Topics will focus on providing tools for building a positive work space, holding difficult conversations, organizing both personally and professionally and much, much more!

BTWD 0348.600 W 08:30AM-04:30PM TC 120/121
SESSION: 1 \$30 04/22/15 Janice Felton

Leadership Academy Tier 1

2.4 CEUs

Complete Tier 1 of the LCCC Leadership Academy by attending the following six half day courses: Resolving Conflict, Essential Interviewing Skills, HR Functions, Coaching for Peak Performance, Managing Performance Problems and Driving Change.

BTWD 0411.600 TWTh 08:00AM-05:00PM TC TBA
SESSIONS: 3 \$750 02/03/15-02/05/15 Staff

Leadership Academy Tier 2

2.4 CEUs

Complete Tier 2 of LCCC's Leadership Academy by attending these following six courses: Project Management Essentials, Motivating Others, Problem Solving, Building an Environment of Trust, Working as a Team and Adaptive Leadership.

BTWD 0412.600 TWTh 08:00AM-05:00PM TC TBA
SESSIONS: 3 \$750 04/14/15-04/16/15 Kenton Oakes

LEADERSHIP AND PROFESSIONAL DEVELOPMENT

Communicating for Leadership

0.4 CEUs

This course introduces leaders to the essential interaction skills that are critical to leadership success. These Interaction Essentials are the core behaviors that leaders need to be effective in the many situations they handle on a daily basis, such as coaching, delegating, and driving change. This foundation course is a prerequisite for many courses in the Leadership Academy series.

BTWD 0405.600 Th 10:00AM-03:00PM TC 112
SESSION: 1 \$139 01/22/15 Kenton Oakes

BTWD 0405.601 Th 10:00AM-03:00PM TC 120
SESSION: 1 \$139 01/29/15 Kenton Oakes

BTWD 0405.602 T 10:00AM-03:00PM TC 112
SESSION: 1 \$139 05/12/15 Kenton Oakes

Resolving Conflict

0.4 CEUs

Differences of opinion can quickly escalate into an out-and-out battle. In the workplace, it is the leader's role to recognize the signs of conflict and then to quickly choose the appropriate level of involvement to help resolve the issue. This course teaches leaders how to recognize that a conflict is escalating and minimize damage by using the most appropriate resolution tactic, regardless of which stage a conflict is in. Leaders also learn the true cost of conflict to an organization and techniques for handling even the most challenging conflict-related discussions effectively.

BTWD 0006.600 T 08:00AM-12:00PM TC 112
SESSION: 1 \$139 02/03/15 Kenton Oakes

Essential Interviewing Skills

0.4 CEUs

Interviewers make the best hiring decisions when they gather meaningful, job-related information from applicants. Each job has inherent, distinct responsibilities, so each job has a unique set of competencies-behaviors, knowledge and motivations that are needed to be successful in the job. The course teaches participants how to interview for the behaviors, knowledge and motivations that are needed to be successful in a job.

BTWD 0050.600 T 01:00PM-05:00PM TC 112
SESSION: 1 \$139 02/03/15 Melissa Martin

Human Resource Functions

0.4 CEUs

Participants explore critical elements for Human Resource Management and discuss legal issues vital to hire in the workplace.

BTWD 0139.600 W 08:00AM-12:00PM TC 112
SESSION: 1 \$139 02/04/15 Charlie Rando

Coaching for Peak Performance

0.4 CEUs

This course helps leaders handle both proactive and reactive coaching discussions. By understanding the importance of four coaching techniques, learners can have more effective and efficient interactions. Since both proactive and reactive coaching discussions can be challenging, participants will use their own situations to make the course very relevant.

BTWD 0409.600 W 01:00PM-05:00PM TC 112
SESSION: 1 \$139 02/04/15 Kenton Oakes

Managing Performance Problems

0.4 CEUs

This course builds leaders' skills in handling chronic performance or work habit problems or serious misconduct. Learn how to document the problem and explain what the employee must do to address it, and become skilled in discussing and imposing formal consequences while adhering to your organization's policies and procedures.

BTWD 0121.600 Th 08:00AM-12:00PM TC 112
SESSION: 1 \$139 02/05/15 Kenton Oakes

Driving Change

0.4 CEUs

This course helps leaders implement change in the workplace so they can avoid the problems that plague 70% of failed change initiatives. Driving Change provides the skills and resources leaders need to accelerate the process of implementing change with their team members and to create an agile work environment where people are more open to change. Leaders will learn how to use three change accelerators to turn resistance into commitment and inspire team members to take ownership of change.

BTWD 0408.600 Th 01:00PM-05:00PM TC 112
SESSION: 1 \$139 02/05/15 Kenton Oakes

Navigating Office Politics

0.4 CEUs

Much of our professional life is spent riding the whitecap waves of office politics and most of us deal with a boss or coworker who brings different power games to the job. This course will help you identify the dynamics that cause the most ripples in your workplace and will help you develop healthy strategies to bring greater understanding and productivity to your office.

BTWD 0442.600 W 10:00AM-03:00PM TC 123
SESSION: 1 \$99 02/11/15 Rene Minder

Power Talking!

0.4 CEUs

The idea of a fifteen-minute speech or presentation has you tense and anxious. Many of us hate standing up in front of others and speaking. Yet, communicating our thoughts and ideas are vital to both our professional and personal lives. Learn how to deal with speech anxiety, formulate clear communication, and find relevance with your audience.

BTWD 0443.600 Th 10:00AM-03:00PM TC 123
SESSION: 1 \$99 02/12/15 Rene Minder

Register Early!

Nothing cancels a class quicker than
waiting until the last minute to register!

People Skills 101

0.2 CEUs

This interactive workshop will help you become aware of your communication style and how it works well (or doesn't work well) with others. Topics include perception, emotion management, communication apprehension, self-awareness, and much more. Successful participants will be able to better use their communication skills to help achieve their personal and professional goals.

BTWD 0462.600	Th	01:00PM-03:00PM	TC 120
SESSION: 1	\$49	03/05/15	Melissa Martin
BTWD 0462.601	Th	06:00PM-08:00PM	TC 120
SESSION: 1	\$49	03/12/15	Melissa Martin

DiSC Behavioral Assessment

0.2 CEUs

Have you ever wondered why some people just don't get you? Or thought "I can't even begin to know what my boss needs – even when I ask, I still don't know." Most of us have felt that way at one time or another! The good news is there's a simple tool designed to help you understand yourself AND other people too. Everything DiSCr helps you build more effective working relationships based on an understanding of different behavioral styles.

BTWD 0460.600	Th	01:00PM-03:00PM	TC 120
SESSION: 1	\$49	03/26/15	Melissa Martin
BTWD 0460.601	Th	06:00PM-08:00PM	TC 120
SESSION: 1	\$49	04/02/15	Melissa Martin

Project Management Essentials

0.4 CEUs

This class will help students identify the features and attributes of a project and identify the steps and variables of the project management process.

BTWD 0125.600	T	08:00AM-12:00PM	TC 112
SESSION: 1	\$139	04/14/15	Kenton Oakes

Motivating Others

0.4 CEUs

In this course, leaders learn how to proactively create an environment in which people are highly motivated to perform. Participants learn the three factors that affect the motivation of employees-focused work, interpersonal support and individual value. As a result, they will be able to determine which factors are "low," and emerge with both a plan of specific actions and the skills needed to build group and individual motivation.

BTWD 0075.600	T	01:00PM-05:00PM	TC 112
SESSION: 1	\$139	04/14/15	Kenton Oakes

Problem Solving

0.4 CEUs

Improve workplace performance by gaining innovative tools for problem solving.

BTWD 0090.600	W	08:00AM-12:00PM	TC 112
SESSION: 1	\$139	04/15/15	Kenton Oakes

Building Environment of Trust

0.4 CEUs

Because of the crucial link between trust and business success, leaders must realize the power of trust as a business tool. In this course leaders learn how to avoid the trust breakers and take action to create an environment in which people take risks, identify and solve problems, and work together to create and sustain high levels of trust.

BTWD 0019.600	W	01:00PM-05:00PM	TC 112
SESSION: 1	\$139	04/15/15	Kenton Oakes

Working As a Team

0.4 CEUs

Working as a team clearly teaches employees the personal, interpersonal and organizational advantages of functioning together, whether in teams or work groups.

BTWD 0018.600	Th	08:00AM-12:00PM	TC 112
SESSION: 1	\$139	04/16/15	Kenton Oakes

Adaptive Leadership

0.4 CEUs

This course raises leaders' awareness of the differences among people and situations. It teaches leaders how to enhance the effectiveness of their interactions by adapting their approach to people based on what they want to discuss and how they think people will respond. By better meeting the needs of each individual, leaders create higher levels of engagement and organizational results.

BTWD 0084.600	Th	01:00PM-05:00PM	TC 112
SESSION: 1	\$139	04/16/15	Kenton Oakes

Working Through Conflict

0.2 CEUs

Conflict is everywhere. This training helps you explore why conflict exists, the underlying reasons behind different kinds of conflict and identifying passive-aggressive behaviors in yourself and others. Participants gain skills in effectively dealing with conflict in a productive manner.

BTWD 0028.600	Th	01:00PM-03:00PM	TC 120
SESSION: 1	\$49	04/16/15	Melissa Martin
BTWD 0028.601	Th	06:00PM-08:00PM	TC 120
SESSION: 1	\$49	04/23/15	Melissa Martin

Writing Skills Brush Up

0.7 CEUs

A one-day class that discusses punctuation, capitalization and sentence structure along with many other aspects of business writing. Designed to support employees at all levels within an organization, this course is a must for anyone looking to improve their professional writing skills. A useful reference guide is included with the course.

BTWD 0463.600	T	08:30AM-04:30PM	TC 112
SESSION: 1	\$139	05/05/15	Janice Felton

TECHNICAL SKILLS

Certified Professional Biller

1.2 CEUs

Participants prepare for the Certified Professional Biller examination utilizing AAPC materials and online learning.

BTWD 0446.500	NET		
SESSIONS:	\$800	01/05/15-01/30/15	Staff

Certified Coding Assistant

1.2 CEUs

Participants prepare for the Certified Coding Assistant examination utilizing AHIMA materials and online learning.

BTWD 0447.500	NET		
SESSIONS:	\$800	01/05/15-01/30/15	Staff

COMPUTER CLASSES IN A DAY (OR TWO)!

Adobe Acrobat XI Pro Basic

0.7 CEUs

This class teaches students fundamental concepts and terminology, as well as the basic features of Adobe Acrobat XI Pro. Students will learn how to create PDF documents, edit text, modify images, move pages, optimize file size, work with bookmarks, add links, and manage security issues by using password encryption, digital signatures, and electronic signatures. Students will explore document review techniques, including the use of comments, markups, and shared reviews.

BTWD 0378.600	T	09:00AM-05:00PM	TC 103
SESSION: 1	\$99	03/03/15	Janice Cheever

Adobe Dreamweaver CS6 Basic

0.7 CEUs

This course teaches students how to use Dreamweaver to create and publish websites. Students will learn how to define a website, format text, apply images, tables and styles, create and format links, and publish a website.

BTWD 0292.600	T	09:00AM-05:00PM	TC 103
SESSION: 1	\$99	03/17/15	Janice Cheever

Adobe In-Design CS6 Basic

0.7 CEUs

This course will teach students fundamental concepts and terminology and the basic features of Adobe InDesign. Students will learn how to create documents, place text and graphics, and create custom color swatches. Students will also learn how to work with master pages and multi-page documents. In addition, students will learn how to format text, apply styles, work with threaded text frames, position and group objects, and work with layers. Finally, students will print documents, create print presets, and package documents for commercial printing.

BTWD 0303.600	T	09:00AM-05:00PM	TC 103
SESSION: 1	\$99	04/14/15	Janice Cheever

Adobe Photoshop CS5 Basic

0.7 CEUs

This course introduces students to the fundamental features of Photoshop CS5. Students will learn the basics of selecting and modifying images, and creating and manipulating layers and other effects. They will also learn how to retouch and resize images, and prepare images for use in print and on the Web.

BTWD 0293.600	T	09:00AM-05:00PM	TC 103
SESSION: 1	\$99	05/12/15	Janice Cheever

MS Access 2013 Basic

0.7 CEUs

This ILT Series course covers the basic functions and features of Access 2013. After an introduction to database concepts and the Access environment and Help systems, students will learn how to design and create databases. Then they will work with tables, fields, and records; sort and filter data; and set field properties and data entry rules. Students will then learn to create queries, forms, and reports.

BTWD 0415.600	T	09:00AM-05:00PM	TC 103
SESSION: 1	\$99	02/03/15	Janice Cheever

MS Access 2013 Intermediate

0.7 CEUs

This course builds on the skills and concepts taught in Access 2013 Basic. Students will learn how to normalize data, manage table relationships, and enforce referential integrity; work with Lookup fields and subdatasheets; create join queries, calculated fields, and summary values; add objects to forms and create advanced form types; print reports and labels; create and modify charts; and use PivotTables and PivotCharts.

BTWD 0453.600	T	09:00AM-05:00PM	TC 103
SESSION: 1	\$99	03/24/15	Janice Cheever

MS Access 2013 Advanced

0.7 CEUs

This course builds on the skills and concepts taught in Access 2013 Intermediate. Students will learn how to query with SQL; create crosstab, parameter, and action queries; create macros; import, export, and link database objects; interact with XML documents; create hyperlink fields; optimize, split, and back up databases; password-protect and encrypt databases; and set Access options and properties.

BTWD 0454.600	T	09:00AM-05:00PM	TC 103
SESSION: 1	\$99	04/28/15	Janice Cheever

MS Excel 2013 Basic

0.7 CEUs

This ILT Series course will familiarize students with spreadsheet terminology and the fundamental concepts of Microsoft Excel 2013, including identifying Excel window components, navigating worksheets, and downloading templates. In addition, students will learn the basics of entering and editing text, values, and formulas, and how to save workbooks in the native Excel format, as well as in other formats. They will learn how to move and copy data and formulas; how to determine absolute and relative references; how to work with ranges, rows, and columns; how to use simple functions; and how to easily apply formatting techniques to worksheet data. They will create and modify charts, and work with graphics. Finally, they will review workbooks for spelling errors, modify page setup, and print worksheets. This course focuses solely on the skills real users need to be productive immediately in Microsoft Excel.

BTWD 0414.600	T	09:00AM-05:00PM	TC 103
SESSION: 1	\$99	02/10/15	Janice Cheever

MS Excel 2013 Intermediate

0.7 CEUs

This course will teach students how to work with large worksheets in Microsoft Excel 2013, and use multiple worksheets and workbooks efficiently. It will introduce them to more advanced formatting techniques, such as applying special number formats, using workbook styles and themes, adding backgrounds, and mimicking watermarks. In addition, students will learn how to create outlines and subtotals, and how to create and apply cell names. They will sort and filter data, and create and format tables. They will learn how to save workbooks as Web pages, how to insert and edit hyperlinks, and how to share workbooks via email. Students will learn how to audit worksheets for errors, how to protect worksheets, how to share and merge workbooks, and track changes in a workbook. Finally, students will customize the Excel environment and learn to create and modify custom templates.

BTWD 0426.600	T	09:00AM-05:00PM	TC 103
SESSION: 1	\$99	04/07/15	Janice Cheever

“Leadership and learning are indispensable to each other.”

—John F. Kennedy

MS Excel 2013 Advanced

0.7 CEUs

This course builds on the skills and concepts taught in Excel 2013 Intermediate. Students will work with advanced formulas, as well as lookup functions such as VLOOKUP, MATCH, and INDEX. In addition, students will learn about data validation and database functions such as DSUM. They will learn how to import and export data, and how to query external databases. Finally, students will learn about the analytical features of Excel (such as Goal Seek and Solver), running and recording macros, SmartArt graphics, and conditional formatting with graphics.

BTWD 0455.600 T 09:00AM-05:00PM TC 103
SESSION: 1 \$99 05/05/15 Janice Cheever

MS PowerPoint 2013 Basic

0.7 CEUs

This course covers the basic functions and features of PowerPoint 2013. After an introduction to PowerPoint's window components and Help system, students will learn to create, save, and rearrange presentations. Then they will format text, use drawing objects, work with graphics, and insert tables and charts. They will then learn to use templates and themes, slide masters, and transition effects. Finally, students will learn to proof, run, and print presentations.

BTWD 0450.600 T 09:00AM-05:00PM TC 103
SESSION: 1 \$99 02/17/15 Janice Cheever

MS Publisher 2013 Basic

0.7 CEUs

This course teaches the core features and functions of Publisher 2013. Students will learn how to navigate the Publisher interface, create and edit publications, arrange text and pictures, work with master pages, and create and format tables. They will also learn how to flow text across text boxes, create a facing-pages layout, export publications to PDF, and prepare publications for commercial printing.

BTWD 0461.600 T 09:00AM-05:00PM TC 103
SESSION: 1 \$99 05/19/15 Janice Cheever

MS Windows 8.1

0.7 CEUs

This ILT Series course teaches the core features and functions of Windows 8.1. Students will learn how to get around using this new redesigned user interface. You will learn how to use the Start screen interface, tiles, charms and apps. Students will also learn some of the new features of Internet Explorer 10 as well as some popular web-based apps. Finally, students will learn how to use desktop administrative tools, user accounts, security features, and personalize the Windows 8.1 environment.

BTWD 0413.600 T 09:00AM-05:00PM TC 103
SESSION: 1 \$99 01/27/15 Janice Cheever

MS Word 2013 Basic

0.7 CEUs

This ILT Series course covers the basic skills and concepts students need to use Microsoft Word 2013 productively and efficiently. After an introduction to Word's window components, students will learn how to create and save documents and how to navigate documents. Then they will edit, copy and paste, and find and replace text. They will also learn how to enhance the appearance of a document by using various formatting options. In addition, they will create tables, adjust page layout, work with graphics, use styles and outlines, and proof and print documents. This course focuses solely on the skills real users need to be productive immediately in Microsoft Word.

BTWD 0416.600 T 09:00AM-05:00PM TC 103
SESSION: 1 \$99 01/20/15 Janice Cheever

MS Word 2013 Intermediate

0.7 CEUs

This course builds on the skills and concepts taught in Word 2013 Basic. Students will work with styles, sections, and columns and will use the Navigation pane to work with outlines. They will format tables, print labels and envelopes, and work with graphics. They will also use document templates, manage document revisions, and work with web features.

BTWD 0451.600 T 09:00AM-05:00PM TC 103
SESSION: 1 \$99 03/10/15 Janice Cheever

MS Word 2013 Advanced

0.7 CEUs

This course builds on the skills and concepts taught in Word 2013 Intermediate. Students will perform mail merges, create and use forms, and create master documents that include a table of contents, a table of figures, footnotes, endnotes, an index, bookmarks, cross-references, and web frames. They will also create macros, customize the ribbon and Quick Access toolbar, and work with XML documents.

BTWD 0452.600 T 09:00AM-05:00PM TC 103
SESSION: 1 \$99 04/21/15 Janice Cheever

QuickBooks 2014

1.4 CEUs

This advanced class provides instruction on QuickBooks, Intuit's accounting software for small businesses. The class is designed to teach you how to use features such as creating a company, modifying the preset chart of accounts, reconciling a checking account, invoicing customers, paying bills, inventory, and much more. *Prerequisite: Students must have some knowledge of accounting and/or QuickBooks.*

BTWD 0108.600	WF	09:00AM-04:00PM	TC 103
SESSIONS: 2	\$199	01/21/15-01/23/15	Janine Thompson
BTWD 0108.601	MW	09:00AM-04:00PM	TC 103
SESSIONS: 2	\$199	03/09/15-03/11/15	Janine Thompson

WORKKEYS® ASSESSMENTS AND SKILL IMPROVEMENT

ASSESSMENTS (CALL 307.432.1602 FOR APPOINTMENT)

Reading for Information Assessment

Seven assessments of reading for information are workplace skill builders designed for those whose jobs need effective reading ability.

WKKY 0202.500	\$16	NET	Staff
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Applied Mathematics Assessment

There are seven assessments of applied mathematics designed to help the employee to solve problems that arise in the workplace by applying mathematical skills. The assessments present information related to mathematical operations, conversions, symbols, interpretation of graphic representation and practical calculations.

WKKY 0203.500	\$16	NET	Staff
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Applied Technology Assessment

The six assessments of applied technology cover one step at a time the basic principles and workplace applications of technological systems. The systems that are explored in the applied technology assessments are thermodynamics, fluid dynamics, electricity and mechanics. The materials and activities relate to basic and complex tools, problem diagnosis and solution of malfunctions.

WKKY 0204.500	\$16	NET	Staff
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Locating Information Assessment

There are six assessments of locating information. The assessments focus on basic reading skills and workplace vocabulary with a view to improve the employee's understanding of conventional symbols and visuals and of methods used to organize and represent information.

WKKY 0207.500	\$16	NET	Staff
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Observation Assessment

With six assessments the combination of good listening habits and skillful observation is examined.

WKKY 0208.500	\$16	NET	Staff
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Teamwork Assessment

The teamwork assessment covers six areas emphasizing how to work effectively in groups.

WKKY 0210.500	\$16	NET	Staff
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Writing Assessment

There are five assessments of writing assessing the skills necessary to communicate effectively with others in a variety of workplace situations.

WKKY 0211.500	\$16	NET	Staff
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Listening Assessment

The five assessments of listening are concerned with the skills necessary to listen and communicate effectively with others in the workplace.

WKKY 0206.500	\$16	NET	Staff
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Career Readiness Certificate

Career Readiness Certificate is awarded to students who complete the Applied Mathematics, the Locating for Information, and the Reading for Information Work Keys Assessments at a level 3 or higher in each of the respective areas.

WKKY 0272.501 \$52 NET Staff

SKILL IMPROVEMENT

Reading for Information Skills Building

Seven levels of reading for information are workplace skill builders designed for those whose jobs need effective reading ability.

WKKY 0192.500 \$50 NET Staff

Applied Mathematics Skills Building

There are seven levels of applied mathematics designed to help the employee to solve problems that arise in the workplace by applying mathematical skills. The materials present information related to mathematical operations, conversions, symbols, interpretation of graphic representation and practical calculations.

WKKY 0193.500 \$50 NET Staff

Applied Technology Skills Building

The six levels of applied technology cover one step at a time the basic principles and workplace applications of technological systems. The systems that are explored in the Applied Technology courses are thermodynamics, fluid dynamics, electricity and mechanics. The materials and activities relate to basic and complex tools, problem diagnosis and solution of malfunctions.

WKKY 0194.500 \$50 NET Staff

Locating Information Skills Building

There are six levels of locating information. The courses focus on basic reading skills and workplace vocabulary with a view to improving the employee's understanding of conventional symbols and visuals and of methods used to organize and represent information.

WKKY 0197.500 \$50 NET Staff

Observation Skills Building

Through six levels, observation presents techniques to help the employee be an efficient observer in any workplace situation. The combination of good listening habits and skillful observation is examined. The courses include frequent opportunities for practicing observation skills and techniques.

WKKY 0198.500 \$50 NET Staff

Writing Skills Building

There are five levels of writing emphasizing the skills necessary to communicate effectively with others in a variety of workplace situations. Writing activities are based on typical written communication in the workplace such as memos, letters, messages, reports, proposals, valuations, budgets and other forms of correspondence.

WKKY 0201.500 \$50 NET Staff

Listening Skills Building

The five levels of listening are concerned with the skills necessary to listen and communicate effectively with others in the workplace environment. The types of oral messages discussed include phone conversations, meeting discussions, orientation talks, specific instructions, proposals, evaluations and many other types of communication.

WKKY 0196.500 \$50 NET Staff

Teamwork Skills Building

Teamwork covers six levels emphasizing how to work effectively in groups. The activities include role playing and writing assignments that develop teamwork skills to the point that the employee can go into any workplace situation with confidence.

WKKY 0200.500 \$50 NET Staff

Online Learning Anytime, Anywhere . . . Just a click away!



In partnership with Gatlin Education, LCCC offers a program that makes it easy for you to take high-quality, affordable Online Career Training Programs to prepare you to launch a new career or advance in an existing one, no matter where you're located.

Through well-crafted lessons, expert online instruction, and instructor and peer interaction, you will gain valuable knowledge at a time and place that is convenient for you. These programs provide the flexibility of studying at your own pace and enough structure and support to complete the course. They can be accessed 24/7 from anywhere with an Internet connection.

The Online Career Training Programs are available to start anytime and range from three to six months, with many offering an extension period if necessary. Many programs include an industry certification exam, and internship and externship opportunities are available for select programs. They are entirely Web-based, but expert instructors provide office hours and quick responses to any student questions.

LCCC is pleased to offer the following topics. Space limitation prevents the listing of all topics. For detailed course outlines and course demonstrations please visit www.gatlineducation.com. To learn more, call LCCC at 307.778.4381 or visit us online at lccc.wy.edu/workforce/onlineTraining.

HEALTHCARE AND FITNESS

Administrative Dental Assistant (150 Hours) **Fee \$1,795**

This online program will teach you the essential administrative tasks for managing the business aspects of a dental practice.

Administrative Medical Specialist with Medical Billing and Coding + Medical Terminology (360 Hours) **Fee \$2,495**

The Medical Billing and Coding + Medical Terminology Program will prepare you for an entry-level position doing medical billing or coding, while also teaching you proper medical terminology and spelling.

Medical Billing and Coding + Medical Terminology (300 Hours) **Fee \$1,995**

This program will prepare you for an entry-level position doing medical billing or coding, while also teaching you proper medical terminology and spelling.

ICD-10 Medical Coding: Preparation and Instruction for Implementation (200 Hours) **Fee \$1,795**

Prepare for and implement the changes that ICD-10 will bring to the medical coding system.

Personal Fitness Trainer (250 Hours) **Fee \$2,295**

Learn how to apply your client's health history, goals, and abilities, as well as integrating exercise science curriculum and practical training techniques, into a systematic model you can use to progress your clients through different training levels and phases.

Medical Transcription + Medical Terminology (300 Hours) **Fee \$1,995**

Start a new career as a medical transcriptionist with the training provided in this program, which also includes medical terminology training.

Veterinary Assistant (170 Hours) **Fee \$1,995**

Prepare for a new career as a Veterinary Assistant as you learn how to care for animals and assist the veterinarian during examinations.

Clinical Dental Assistant (240 Hours) **Fee \$1,995**

This program provides you with the skills you need to become a dental assistant. After you've completed this program, you'll be ready to pursue certification as a dental assistant by passing the radiology and infection control portions of the Dental Assisting National Board examination.

MEDIA AND DESIGN

Graphic Design with Photoshop CS5 (200 Hours) **Fee \$1,995**

Prepare for a career in graphic design by mastering Photoshop CS5, the world's most popular application for creating and editing graphic images. Photoshop CS5 software license is included in the program fee.

Residential Interior Designer (120 Hours) **Fee \$1,995**

Prepare for a career as a residential interior designer by learning the basics of good design, getting familiar with design styles and movements, exploring the materials that interior designers use, and putting your knowledge to work as you create your own design concept for a family room.

IT AND SOFTWARE DEVELOPMENT

Comp TIA™ A+ Certification Training (230 Hours) **Fee \$1,695**

CompTIA A+ certification is the industry standard for validating the skills of entry-level computer technicians. It opens the door to an exciting career in computer technology, and this program makes training convenient and interactive.

Help Desk Analyst: Tier 1 Support Specialist (120 Hours) **Fee \$1,495**

Train for a challenging, rewarding career in technical support. This program will teach you to focus on the business needs of the customer, establish credibility, and provide excellent customer service and support!

Microsoft Office Specialist 2010 (380 Hours) **Fee \$1,995**

Prepare for certification in Microsoft Office Excel, Word, PowerPoint, Access, and Outlook. Gain the skills to use these programs like a pro.

AutoCad 3D (80 Hours) **Fee \$1,695**

In this program, you'll get a thorough grounding in the fundamentals of 3D and explore the main features of AutoCAD's advanced 3D modeling workspace.

Webmaster (150 Hours) **Fee \$1,995**

The Webmaster Online Training Program will teach you to design, develop, and maintain Websites.

SKILLED TRADES AND INDUSTRIAL

Oil Refinery Operations (400 Hours) **Fee \$2,595**

Learn the skills you need to start work as an in-demand oil refinery operator.

Carpentry (80 Hours) **Fee \$1,595**

Prepare for a career as a carpenter as you master basic residential construction skills, learn to read blueprints and do jobsite math, and get hands-on practice in three workshop projects.

LCCC offers a variety of online courses! Visit lccc.wy.edu/workforce/onlineTraining to find the largest selection of self-study online courses available. Enroll anytime you like – study when you want!

Sales Boot Camp

“Building a competitive sales force!”

The Sales Boot Camp is dedicated to building the best possible sales force that supports you and your company. It helps your business establish its product as valuable and succeed in the competitive edge!

Through a series of eight modules, participants gain skills in selling, establishing an entrepreneurial spirit throughout the workforce, closing a sale, and most importantly, satisfying a customer above his or her expectations. Lunch and materials are included.

To register or for more information: Please call LCCC at 307.778.4381 or visit our website at lccc.wy.edu/workforce

Topics Include:

- Selling Orientation
- Features/Benefits
- Closing the Sale
- Body Language
- Benchmarking
- Dealing with Objections
- Psychological Matrix
- Putting it all together

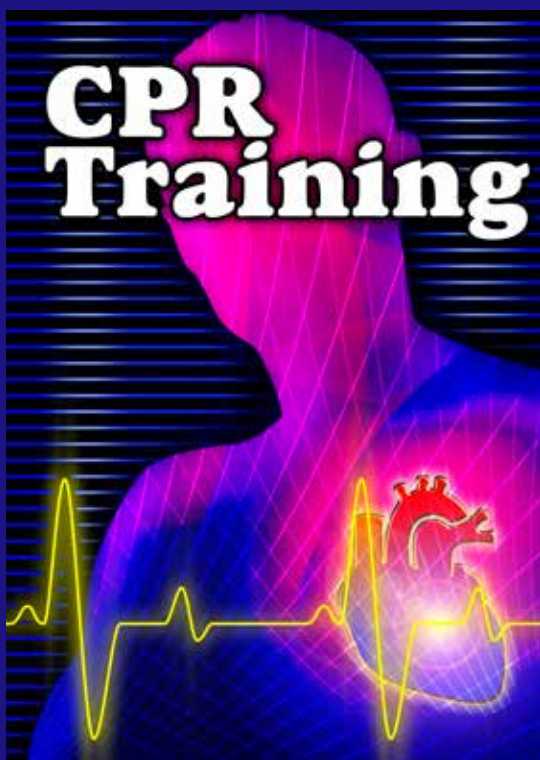
February 10 and 11, 9 a.m. – 3:30 p.m.

Laramie County Community College
Training Center Room 112

\$350 per student
(books, materials and lunch are included)

Laramie County Community College

Workforce & Professional Development



Healthcare Provider CPR or CPR First Aid

All courses follow the American Heart Association requirements and students receive a two-year certification.



LARAMIE COUNTY
COMMUNITY COLLEGE

For dates, times or additional information, call Patrick Currie at 307.778.1149.

lccc.wy.edu

CPR and First Aid

All ages CPR and Basic First Aid.

EMTN 4010.600	F	09:00AM-03:00PM
SESSION: 1	\$80	01/09/15
EMTN 4010.601	F	09:00AM-03:00PM
SESSION: 1	\$80	01/23/15
EMTN 4010.602	F	09:00AM-03:00PM
SESSION: 1	\$80	02/06/15
EMTN 4010.603	F	09:00AM-03:00PM
SESSION: 1	\$80	02/20/15
EMTN 4010.604	F	09:00AM-03:00PM
SESSION: 1	\$80	03/06/15
EMTN 4010.605	F	09:00AM-03:00PM
SESSION: 1	\$80	03/27/15
EMTN 4010.606	F	09:00AM-03:00PM
SESSION: 1	\$80	04/10/15
EMTN 4010.607	F	09:00AM-03:00PM
SESSION: 1	\$80	04/24/15
EMTN 4010.608	F	09:00AM-03:00PM
SESSION: 1	\$80	05/08/15

0.5 CEUs

TC 115
Patrick Currie
TC 115
Patrick Currie
TC 115
Patrick Currie
TC 115
Patrick Currie
TC 115
Patrick Currie
TC 115
Patrick Currie

CPR for Healthcare Providers

EMTN 4015.600	F	09:00AM-01:00PM
SESSION: 1	\$50	01/16/15
EMTN 4015.601	F	09:00AM-01:00PM
SESSION: 1	\$50	01/30/15
EMTN 4015.602	F	09:00AM-01:00PM
SESSION: 1	\$50	02/13/15
EMTN 4015.603	F	09:00AM-01:00PM
SESSION: 1	\$50	02/27/15
EMTN 4015.604	F	09:00AM-01:00PM
SESSION: 1	\$50	03/13/15
EMTN 4015.605	F	09:00AM-01:00PM
SESSION: 1	\$50	04/03/15
EMTN 4015.606	F	09:00AM-01:00PM
SESSION: 1	\$50	04/17/15
EMTN 4015.607	F	09:00AM-01:00PM
SESSION: 1	\$50	05/01/15

0.4 CEUs

TC 115
Patrick Currie
TC 115
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TC 115
Patrick Currie

Advanced Cardiac Life Support

The Advanced Cardiovascular Life Support (ACLS) Provider Course is designed for healthcare providers who either direct or participate in the resuscitation of a patient, whether in or out of hospital. In this course you will enhance your skills in the treatment of arrest and peri-arrest patients through active participation in a series of simulated cardiopulmonary cases.

EMTN 4055.600	WTh	09:00AM-05:00PM
SESSIONS: 2	\$130	01/28/15-01/29/15
EMTN 4055.601	WTh	09:00AM-03:00PM
SESSIONS: 2	\$130	04/08/15-04/09/15

1.4 CEUs

TC 115
Patrick Currie
TC 115
Patrick Currie

ACLS Renewal

Renewal for Advanced Cardiovascular Life Support.

EMTN 4056.600	W	09:00AM-05:00PM
SESSION: 1	\$70	01/21/15
EMTN 4056.601	T	09:00AM-05:00PM
SESSION: 1	\$70	04/07/15

0.7 CEUs

TC 115
Patrick Currie
TC 115
Patrick Currie

PALS Provider Course

The Pediatric Advanced Life Support (PALS) is designed to train emergency medical providers to care for critically ill and injured children. This 16-hour course follows American Heart Association guidelines and is appropriate for any provider that cares for emergently ill children in a medical setting.

EMTN 4060.600	TW	09:00AM-05:00PM
SESSIONS: 2	\$130	02/24/15-02/25/15
EMTN 4060.601	MT	09:00AM-05:00PM
SESSIONS: 2	\$130	05/11/15-05/12/15

1.6 CEUs

TC 115
Patrick Currie
TC 115
Patrick Currie

PALS Renewal

The Pediatric Advanced Life Support (PALS) Provider Course is designed for healthcare providers who initiate and direct advanced life support. In this course you will enhance your skills in the evaluation and management of an infant or child with respiratory compromise, circulatory compromise, or cardiac arrest.

EMTN 4065.600	M	09:00AM-05:00PM
SESSION: 1	\$70	02/23/15
EMTN 4065.601	W	09:00AM-05:00PM
SESSION: 1	\$70	05/06/15

0.7 CEUs

TC 115
Patrick Currie
TC 115
Patrick Currie

**CPR/FA available at the Eastern Laramie County campus as needed
call 307.778.1149**

**Registration Starts November 17
307.778.4381**

OSHA & Safety

at Laramie County Community College



OSHA

For the current schedule of upcoming courses visit our website.

lccc.wy.edu/workforce/development/OSHA

307.778.4381

Oil & Gas 101

0.8 CEUs

Participants in the Oil & Gas 101 class receive an in-depth overview of the oil and gas industry, safety expectations for the job, and an understanding of the skills needed for advancement in the industry. Participants are also introduced to other key concepts relevant to the oil and gas industry.

OGOP 0385.600 T 08:00AM-05:00PM
SESSION: 1 \$139 04/14/15

TC 123
Scott Olson

OSHA 10-Hour General Industry

1 CEUs

This 10-hour course will introduce students to OSHA policies, procedures, standards and general industry safety and health principles. Topics for this course will include OSH Act and General Duty, Walking and Working Surfaces, Electrical Hazards, Hazardous Materials, Personal Protective Equipment, Machine Guarding and Hazard Communication. Upon successful completion of this course participants will receive an OSHA General Industry Safety and Health 10-hour card. 1.0 CEUs

OSHA 0082.600 Th 08:00AM-05:00PM
F 08:00AM-12:00PM
SESSIONS: 2 \$195 04/16/15 -04/17/15

TC 123
Scott Olson

LARAMIE COUNTY COMMUNITY COLLEGE Adult Career and Education System (ACES)

The Adult Career and Education System (ACES) provides day and evening classes in Adult Basic Education (ABE), High School Equivalency Certificate (HSEC) preparation, Adult Secondary Education (ASE), and English for Speakers of Other Languages (ESOL). The classes are noncredit and available for residents 16 years of age or older. ACES is open fall, spring, and summer semesters.

ACES is located in the Career and Technical Building on the main LCCC campus. ABE and ESOL services are also provided at the Eastern Laramie County Outreach Center in Pine Bluffs. Call for class times, to schedule orientation or for additional information.

Adult Basic Education (ABE)

ABE provides instruction for those students wanting to upgrade their basic reading, writing, and math literacy skills.

High School Equivalency Certificate (HSEC) Preparation

Instruction is provided to prepare students to complete the High School Equivalency Certificate (HSEC). Classes include reading, writing, math, science, social studies, and college and career transitions. Students who are 16 or 17 years of age must complete age waiver requirements through ACES prior to taking the tests.

Adult Secondary Education (ASE)

ASE provides instruction for students who have their high school diploma or equivalent and want to improve their basic skills to upgrade their employment opportunities or pursue further education. Classes include reading, math, writing, and college transitions.

English for Speakers of Other Languages (ESOL)

This program provides opportunities for students to reach their language goals such as understanding, speaking, reading and writing the English language. Students will become more integrated into society by learning about American culture, customs and the rights and responsibilities of citizenship. The classes are designed for the non-native speaker of English.

Career Readiness Certificate

Students have the opportunity to earn a Career Readiness Certificate (CRC) to demonstrate their skills and potential to employers.

HSEC Testing

Individuals can choose between two different tests for their **High School Equivalency Certificate (HSEC)**.

- ACES offers the HiSET™/schedule at hiset.ets.org
- The Exam Lab offers the GED® 2014 Test/schedule at ged.org

ACES/LCCC Campus

1400 East College Drive
Cheyenne, WY 82007
307.637.2450

lccc.wy.edu/academics/services/adultEducation

Eastern Laramie County Outreach Center

607 Elm Street
Pine Bluffs, WY 82082
307.245.3595

lccc.wy.edu/about/campuses/easternLaramieCounty

These services are federally and state funded through Adult Education and Literacy Programs and the State of Wyoming, administered by the Wyoming Community College Commission.

Distance
Learning
Options
AVAILABLE



To schedule
New Student Orientation
or for more information,
call 307.637.2450.

Classes taught on Warren Air Force Base

(All students attending classes on WAFB must call 307.773.2113 at the time of registration for permission to access the base.)

ACCT	2010.710	PRINCIPLES OF ACCOUNTING I 01/20/15-03/13/15	3	WAFB 841	TTH	05:15PM-08:00PM	J.THOMPSON
ACCT	2020.720	PRINCIPLES OF ACCOUNTING II 03/23/15-05/15/15	3	WAFB 841	TTH	05:15PM-08:00PM	J.THOMPSON
CO/M	1010.730	PUBLIC SPEAKING 02/02/15-05/15/15	3	WAFB 841	T	06:00PM-09:00PM	WIDI
CO/M	1010.731	PUBLIC SPEAKING 02/02/15-05/15/15	3	WAFB 841	TH	06:00PM-09:00PM	WIDI
COSC	1200.572	COMPUTER INFORMATION SYSTEMS 03/23/15-05/15/15 (This course is a blend of face-to-face instruction with a mandatory online learning component. Students should possess basic computer skills.)	3	WAFB 841	MW	05:30PM-08:15PM	BEEKEN
CRMJ	1310.710	CRIMINAL INVESTIGATION I 01/20/15-03/13/15	3	WAFB 841	MW	05:45PM-08:45PM	W.LONG
CRMJ	2120.720	INTRODUCTION TO CRIMINAL JUSTICE 03/23/15-05/15/15	3	WAFB 841	TTH	06:00PM-08:45PM	W.LONG
ENGL	1010.570	ENGLISH I: COMPOSITION 02/02/15-05/15/15 (This course is a blend of face-to-face instruction with a mandatory online learning component. Students should possess basic computer skills.)	3	WAFB 841	T	05:15PM-09:15PM	SMITH
ENGL	1010.571	ENGLISH I: COMPOSITION 02/02/15-05/15/15 (This course is a blend of face-to-face instruction with a mandatory online learning component. Students should possess basic computer skills.)	3	WAFB 841	TH	05:15PM-09:15PM	SMITH
ENGL	1010.710	ENGLISH I: COMPOSITION 01/20/15-03/13/15	3	WAFB 841	MW	05:15PM-09:15PM	M.TAYLOR
ENGL	1020.720	ENGLISH II 03/23/15-05/15/15	3	WAFB 841	MW	06:00PM-08:45PM	M.TAYLOR
HIST	1221.720	U.S. FROM 1865 03/23/15-05/15/15	3	WAFB 841	MW	06:00PM-08:45PM	BECKWITH
HIST	1251.700	WYOMING HISTORY 02/02/15-05/15/15	3	WAFB 401	M	05:30PM-08:45PM	P.TAYLOR
MGT	1000.710	INTRODUCTION TO SUPERVISION 01/20/15-03/13/15	3	WAFB 841	MW	06:00PM-08:55PM	MAYO
MATH	0900.720	PRE-ALGEBRA 03/23/15-05/15/15	3	WAFB 841	TTH	06:30PM-08:45PM	RAIRIGH
MATH	0920.710	ELEMENTARY ALGEBRA 01/20/15-03/13/15	3	WAFB 841	MTWTH	11:30AM-01:00PM	FAIRWEATHER
MATH	0930.710	INTERMEDIATE ALGEBRA 01/20/15-03/13/15	3	WAFB 841	TTH	06:30PM-08:45PM	RAIRIGH
MATH	0930.720	INTERMEDIATE ALGEBRA 03/23/15-05/15/15	3	WAFB 841	MTWTH	11:30AM-01:00PM	FAIRWEATHER
MATH	1400.720	PRE-CALCULUS ALGEBRA 03/23/15-05/15/15	4	WAFB 841	TTH	05:30PM-08:15PM	NIKLOVA
PHIL	1000.720	INTRODUCTION TO PHILOSOPHY 03/23/15-05/15/15	3	WAFB 841	TTH	06:00PM-08:45PM	ZWONITZER
POLS	1000.710	AMERICAN AND WYOMING GOVERNMENT 01/20/15-03/13/15	3	WAFB 841	TTH	06:00PM-08:45PM	W.LONG
PSYC	1000.720	GENERAL PSYCHOLOGY 03/23/15-05/15/15	3	WAFB 841	MW	05:15PM-07:45PM	N.ANDERSON
SOC	1000.710	SOCIOLOGICAL PRINCIPLES 01/20/15-03/13/15	3	WAFB 841	MW	05:15PM-08:15PM	EDWARDS

Registration Starts November 17

307.773.2113



Eastern Laramie County Outreach Center

607 Elm Street • P.O. Box 580
Pine Bluffs, Wyoming 82082
Phone: 307.245.3595
Fax: 307.245.3739
lccc.wy.edu/about/campuses/easternLaramieCounty
Email: sacheson@lccc.wy.edu

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Location Abbreviations

ELCC	Eastern Laramie County Outreach Center
ELCC CR	Eastern Laramie County Outreach Center Computer Room
TBA	To be announced

- English for Speakers of Other Languages •
 - Adult Basic Education •
 - HSEC Preparation Classes •
 - Adult Secondary Education •

See Page 45 for class listings.

Call 307.245.3595 for more information.

Lifelong Learning

Since its inception, Laramie County Community College has provided educational services to varied populations within its service area. A number of credit courses and noncredit continuing education courses are being offered during this semester in Eastern Laramie County. These courses and programs are designed to stimulate students and improve their quality of life. Some offerings will encourage professional and academic progress and help develop creativity, and others will broaden a person's scope and interests.

LCCC–ELC Mission Statement

The mission of the Eastern Laramie County Outreach Center is to meet the diverse educational needs of the people of eastern Laramie County, northeast Colorado and southwest Nebraska by offering academic transfer programs, career and occupational programs, developmental and basic skills instruction, adult and continuing education, public programming and student support services.

English for Speakers of Other Languages

Exact days, times and locations of English for Speakers of Other Languages (ESOL) classes will be announced.

Conversation competency is the main objective, with secondary emphasis on reading and writing skills. This class is designed to assist eligible noncitizens with the naturalization process, as well as help with the necessary application forms.

Information: 307.245.3595.

Inglés Como Segundo Idioma

El día, el lugar y la hora de las clases de inglés como segundo idioma (English for Speakers of Other Languages [ESOL]) se anunciarán.

El objetivo principal de las clases es la conversación en inglés, pero también se enseña a leer y a escribir en inglés. Estas clases están diseñadas para ayudar a todas las personas que no son ciudadanas, pero que son candidatos elegibles para obtener la ciudadanía norteamericana. En estas clases se les enseña todo lo necesario para obtener la ciudadanía norteamericana y cómo se deben completar las aplicaciones.

Información: 307.245.3595.

Young Farmer Program

The Young Farmer Program is for people of all ages who are engaged in or are becoming established in agriculture. The participants, usually employed full time in agriculture or agribusiness, satisfy their supplemental educational needs.

The Young Farmer Program serves the needs of people in agriculture at secondary and post-secondary levels. The program encourages individual, family and farm-related goal-setting by providing for achievement of those goals. A series of educational programs is offered.

For more information, call Ron Pulse at 307.778.1192.

CEUs AVAILABLE

Many professional organizations and businesses require or encourage their members and employees to earn continuing education units (CEUs) for advancement. A CEU is defined as "10 hours of participation in an organized continuing education, adult or extension experience under reasonable sponsorship, capable direction and qualified instruction."

CEUs are recognized nationally as a measure of substantive inservice education and training. However, the CEU should not be interpreted as a substitute for college credit.

Issuance of CEUs is based on a minimum of 80 percent attendance and/or a performance evaluation.

Participants in LCCC continuing education classes (those with a class number beginning with ELCE) may now be able to earn CEUs. Call 307.245.3595 for more information.

Customized Training

Local businesses have often used our customized training to teach and/or update employee skills. We can help your business meet its specific needs, from introductory to advanced levels, by designing and teaching customized training classes for your office. For more information, please call LCCC at 307.245.3595.

COMMUNITY SERVICE

Quilting for Fun

Whether you are a beginner or an experienced quilter, come and join the fun as area quilters create unique and beautiful quilts that can be used as wall hangings, bed covers, gifts or donated for local benefits. This class is open to anyone who already quilts or would like to learn the art of quilting. This fun filled, rewarding class offers hand and machine quilting, quilt assembly, fellowship and volunteering for worthwhile causes. Please pre-register.

ELCS 8850.750	T	09:00AM-03:00PM	ELCC 3
SESSIONS:	\$4	01/13/15-05/26/15	Staff

Learn Skills to Be a 21st Century Babysitter

This course trains sitters (ages 11-16), in the fundamentals of quality childcare and home safety. The course promotes safe and sensitive care for children and the best possible babysitting experience for sitters. Participants will prepare a nutritional lunch that they can later reproduce at their job site. Handouts will be provided.

ELCS 8875.750	Th	03:30PM-05:00PM	ELCC 3
	Sa	09:00AM-03:00PM	
SESSIONS: 2	\$30	03/26/15-03/28/15	Staff

Driver's Education

The driver's education course is a program consisting of 30 classroom hours, six hours of one-on-one driving experience and six hours of observation as set forth by the Wyoming State Department of Education. The course also meets the basic requirement of the Wyoming Department of Transportation. REQUIREMENTS:(1) one parent must attend the first 1/2 hour of the first class (for those students under 18),(2) student must have their driving permit by the first day of class, and (3) student must provide their own (insured) vehicle for the one-on-one driving portion of the class and (4) attendance is required at each class for certificate to be issued. Students who do not successfully complete the course may be eligible for additional instructional time for a fee.

ELCS 8901.750	MW	06:00PM-09:00PM	ELCC 1
SESSIONS:	\$225	03/30/15-04/29/15	Staff

After School Crafts

The craft theme for this class will be spring creations. Students will receive all of the materials and instructions to complete the project. In order to have sufficient materials on hand for the class, please pre-register one week in advance.

ELCS 8907.750	T	03:30PM-05:00PM	ELCC 3
SESSION: 1	\$5	02/10/15	Staff
ELCS 8907.751	T	03:30PM-05:00PM	ELCC 3
SESSION: 1	\$5	03/10/15	Staff
ELCS 8907.752	T	03:30PM-05:00PM	ELCC 3
SESSION: 1	\$5	04/14/15	Staff
ELCS 8907.753	T	03:30PM-05:00PM	ELCC 3
SESSION: 1	\$5	05/12/15	Staff

The Laramie County Community College campus in Pine Bluffs is now offering short computer classes to develop your skills both personally and professionally!

Call 307.245.3595 today for more information.



CREDIT COURSE INFORMATION

Admission Policies

Laramie County Community College will admit any individual, public, private or home school graduate, HSEC recipient, or anyone who in the judgment of the college can benefit from one of the college programs or courses.

Laramie County Community College does not discriminate on the basis of race, color, national origin, sex, age, religion, political affiliation, or disability in admission or access to, or treatment or employment in, its educational programs or activities.

Inquiries concerning Title VI, Title VII, Title IX, Section 504, and the Americans with Disabilities Act may be referred to LCCC Human Rights Officers: Peggie Kresl-Hotz, Director of Human Resources, Room 148, Administration Building, 307.778.1258, or James Cook, Vice President of Student Services, Room 117, Student Services Building, 307.778.1217. Inquiries also may be made to the Office for Civil Rights, U.S. Department of Education, 1244 Speer Boulevard, Suite 310, Denver, CO 80204, or Equal Employment Opportunity Commission, 303 East 17th Avenue, Suite 510, Denver, CO 80203.

Registration Instructions

- Proper registration is the responsibility of the student.** Faculty advisers will assist students in the selection of their courses, but the ultimate responsibility for proper registration rests with the individual student. *Students should check their schedule forms to verify that credit hours, sections, etc. are correct.*
- An important change in the registration process now requires any student who has accumulated 15 or more credit hours to get his or her adviser's signature prior to registering.
- Veterans must phone the LCCC Veterans Affairs Office at 307.778.1112 in Cheyenne for verification of registration. Please note: The signature of an academic adviser is required on the registration card or phone-in bill. Also, if courses are to be substituted in a curriculum, a substitution form must be completed before receiving VA educational benefits.
- All financial obligations to LCCC must be met before course credit will be considered earned and transcripts issued.
- All LCCC students enrolled for credit classes are eligible to receive a picture student ID card. The initial ID card will be issued at no charge to the student. The ID card must be renewed each semester the student is enrolled for credit classes. Call 307.778.1212 in Cheyenne for information.

Disclaimer

This schedule of classes is not a contract and the college does not assume liability for errors in scheduling. Please call any errors to the attention of the LCCC-ELC Outreach office, 307.245.3595.

Tuition and Fees

Notice: The college catalog outlines the policy for residency status. Questions should be directed to the admissions coordinator or the vice president of Student Services. Errors made in tuition assessments due to residency status will be corrected during the application audit and will result in tuition adjustments.

Wyoming resident (1-11 credit hours)

Tuition.....	\$ 79 per credit hour/semester
Student fees	\$ 35 per credit hour/semester
Total	\$114 per credit hour/semester

Out-of-State (1-11 credit hours)

Tuition.....	\$237 per credit hour/semester
Student fees	\$ 35 per credit hour/semester
Total	\$272 per credit hour/semester

WUE (Western Undergraduate Exchange) (1-11 credit hours)

Tuition.....	\$118 per credit hour/semester
Student fees	\$ 35 per credit hour/semester
Total	\$153 per credit hour/semester

Note: Tuition and fees are subject to change. Please check the web site for current rates.

Western Undergraduate Exchange (WUE) is a program through which students in participating states may enroll in designated institutions and programs in other participating states at a special, reduced tuition level. Under the terms of this program, students can be admitted at a cost of 150 percent of resident tuition.

Participating in the Western Undergraduate Exchange are Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington and Wyoming. WUE rates are extended to Nebraska students by Wyoming community colleges.

LCCC will admit students from the above states to enter with the WUE designation. Proof of residence will be the same as currently in place for all LCCC students. Students from any participating state may enroll in any program at LCCC provided all other admission requirements are met.

Other Applicable Fees

Records Fee (nonrefundable) payable on application \$20
Credit by Examination Fee:

CLEP Subject Examination Fee (subject to change)	\$70
plus administrative fee to LCCC	\$20
Departmental Examination Fee (per credit hour) ...	\$25
DSST Subject Examination Fee	\$70
Initial Placement Test Fee	No charge
Retake Placement Test Fee	\$ 5
Transcript Fee	\$ 5
Graduation Fee (nonrefundable)	\$20
Cap and Gown Fee (estimated)	\$40
Course Fees.....	Vary according to course
Compressed Video Fee	
(for students at the remote receiving site)	\$20
Online Fee (per credit hour)	\$10
Telecourse Fee (per telecourse)	\$20
Books and Course Supplies (estimated per semester) ..	\$350

Deferred Tuition and Fee Payment Plan

Students may elect to pay their tuition and fees through the college's deferred payment plan. A student must be enrolled in six or more credit hours, **pay 50 percent of the tuition and fees due to the college** and pay a \$15 nonrefundable processing fee to participate in the plan. Once a student has met the qualifications to use the plan, the student will sign a promissory note for the balance due. For more information, call 307.778.1132.

The Golden Age Privilege

LCCC offers students 65 and older the privilege of enrolling in credit classes at a cost of \$10 per credit hour. However, other fees such as lab, records, etc. must be paid. A grade point average of 2.0 or higher must be maintained to enroll for credit classes.

Withdrawal

A student who wishes to withdraw from the college should follow the procedures for a schedule change after contacting his or her adviser.

NOTE: Students receiving financial aid should contact the Scholarship and Financial Aid office for more information.

For courses fewer than 15 weeks in length, the deadline for withdrawing is the midpoint of the course.

All course offerings are dependent upon sufficient enrollment and the availability of instructors. In some cases, the course content may vary slightly from the course description.

Refund Policy for Credit Courses

Tuition will be refunded based on a predetermined schedule. Students must submit a change of enrollment form to the college to officially withdraw from any course. **The effective date of change is the date the form is received by the college. For more information, call 307.778.1139.**

Auditing Courses

Students who wish to enroll in a course for informational purposes only may audit that course. Students may repeat an audited course later for credit by registering for the course and paying tuition and any applicable fees. The tuition and any fees for an audited course are the same as they would be if the course were taken for credit. The decision to audit a course should be made at registration; however, students may elect to change to audit if the following procedure is observed:

1. For a 15- to 16-week course, students may change a course from credit to audit at any time prior to the end of the ninth week of the semester by following the standard procedure for a schedule change.
2. For courses fewer than 15 weeks in length, including summer school, the deadline for changing from audit to credit is the midpoint of the course.
3. Students may only change a course from audit to credit prior to the final date on which a course may be added.

Any student enrolled in a course for audit should clarify the requirements with the instructor before enrolling or on the first day of class. If there are course requirements for which an audit student is unprepared or unwilling to meet, he or she may drop the course immediately subsequent to the first class period and receive a full tuition refund. An audit student who is not willing to meet the stated course requirements and does not drop the course immediately subsequent to the first class period may be withdrawn from the class at any time by the instructor for failing to meet stated requirements.

Bookstore

Visa and MasterCard are accepted. Please contact the LCCC Bookstore on the Cheyenne campus at 307.778.1114 for availability of books.

To find information on textbooks specific to your credit class go to lccc.textbooktech.com.

CREDIT CLASSES

Interpersonal Communication

Students develop skills in interpersonal communication by examining topics such as perception, identity, listening, nonverbal communication, relationship development, conflict management and diversity. Prerequisite: Completion of ENGL 0700 (or equivalent placement test scores).

CO/M 1030.750 M

06:00PM-08:30PM
02/02/15-05/15/15

3 Credits

ELCC 1
D.Darden

Wyoming History

A study of Wyoming's economic, political, constitutional, and social history from preterritorial days to the present. Students also gain an understanding of the constitutions of the United States and Wyoming. Prerequisite: Completion of ENGL 0700 or ENGL 1001 or placement into ENGL 1010, or concurrently enrolled in ENGL 1010.

HIST 1251.750 W

06:00PM-08:30PM
01/21/15-05/15/15

3 Credits

ELCC 2
P.Taylor

History of Women and the American West

Students survey the roots of society's marginal historical depiction of women in the American West from the colonial period through the twentieth century. Students develop a multi-dimensional understanding of women's roles using an interdisciplinary approach from the perspectives of race, class, ethnicity, and gender. (Cross-listed as WMST 2389.)

HIST 2389.750 T

06:00PM-08:30PM
02/02/15-05/15/15

3 Credits

ELCC 3
P.Taylor

Register starting November 17!
307.245.3595

Register early so your classes will not be canceled!

ADULT STUDIES

Noncredit literacy training, HSEC (High School Equivalency Certificate) preparation, Adult Basic Education, English for Speakers of Other Languages, preparation for United States citizenship and career skills training classes are offered through Laramie County Community College. Call 307.245.3595 for more information.

Adult Basic Education (ABE)

ABE provides individualized instruction for those students wanting to upgrade their basic reading, writing and math literacy skills.

09:30AM-11:30AM	M	ELCC 1	Acheson
05:30PM-07:30PM	T		
06:00PM-08:00PM	W		

High School Equivalency Certificate (HSEC)

Individualized instruction is provided to help prepare students to complete the High School Equivalency Certificate (HSEC) tests. Classes offered include literature and the arts (reading), writing, math, science and social studies. Students who are 16 or 17 years old must complete requirements to get an age waiver prior to taking the tests.

09:30AM-11:30AM	M	ELCC 1	Acheson
05:30PM-07:30PM	T		
06:00PM-08:00PM	W		

English for Speakers of Other Languages (ESOL)

This program provides opportunities for students to reach their language goals of understanding, speaking and writing the English language. Students will become more integrated into society by learning about American culture and customs. Students may also prepare for the naturalization process to become United States citizens. The classes are designed for non-native speakers of English.

10:30AM-12:00PM	MW	ELCC 1	Acheson
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Adult Secondary Education (ASE)

ASE provides individualized instruction for students who have their high school diploma or equivalent and want to improve their basic skills to upgrade their employment opportunities or pursue further education. Classes offered include reading, math and writing.

09:30AM-11:30AM	M	ELCC 1	Acheson
05:30PM-07:30PM	T		
06:00PM-08:00PM	W		



Eastern Laramie County Outreach Center has a computer lab available for public use.

Open lab hours are 10:30 a.m.-5:30 p.m., Monday through Thursday. Area residents may use the lab to write a letter, create a resume, design a brochure or even learn new computer skills. The computers in the lab run Windows XP and Microsoft Office 2003 and 2007.

Laramie County Community College offers the highest quality education at an affordable price.

DEGREE PROGRAMS

Accounting
Agriculture
Agribusiness Technology
Agriculture Production Technology,
Rodeo Production Management
Anthropology
Art
Automotive Body Repair
Automotive Technology
Biology
Biology, Prepharmacy
Business Administration
Business Management
Chemistry
Communication
Computer Information Systems
Computer Science
Computers and Business
Criminal Justice
Corrections
Law Enforcement
Prelaw
Dental Hygiene
Diagnostic Medical Sonography
Diesel Technology

Economics and Finance
Education
Early Childhood Education
Emergency Medical Services—
Paramedics
Engineering
Engineering Technology,
Drafting and Design
English
Equine Studies
Equine Business Management
Equine Science
Equine Training Management
Exercise Science
Physical Education
Fire Science Technology
General Studies
General Studies in
Fine Arts and Humanities
General Studies in
Science/Health Science
General Studies in Social Sciences
Government Studies
American and Comparative
Government
Public Policy and Administration
Health Information Technology
and Management

Heating, Ventilation, and
Air Conditioning/Refrigeration
History
Religious Studies
Homeland Security
Human Services
Human Services, Addictionology
International Studies
Mass Media
Mass Media, Multimedia
Mathematics
Music
Nursing
Paralegal
Physical Therapist Assistant
Psychology
Radiography (X-ray)
Sociology
Spanish
Surgical Technology
Technical Studies
Welding Technology
Wildlife Conservation and Management
Wind Energy Technology

certificate programs

Automotive Body Repair
Automotive Technology
Business Management,
Entrepreneurship
Computer Information Systems
Cisco Certified Networking
Associate (CCNA)
Cisco Certified Networking
Professional (CCNP)
Computer Security
Computer Support Specialist
Computer Technician

Linux Systems
Microsoft Systems and Networks
Office Application Specialist
Programmer
Web Design
Customer Service
Diesel Technology
Emergency Medical Services—
Paramedics
Engineering Technology
Fire Science Technology

Health Information Technology
and Management
Medical Office Essentials
Medical Claims Coding Associate
Heating, Ventilation, and Air
Conditioning/Refrigeration
Basic HVAC/R Technician
Advanced HVAC/R Technician
Homeland Security
Paralegal
Process Technology
Welding Technology



GEAR UP & Pathways to Success –It’s about the STUDENTS!

*Serving income eligible seventh– through twelfth– grade students,
GEAR UP and Pathways to Success works to increase students’ academic skills,
help them graduate from high school and help them enroll in college.*

Parent Support

- Financial aid options
- FAFSA completion
- Parent workshops

College Preparation

- Concurrent Enrollment
- Career Pathways
- Career exploration
- ACT Preparation and SAT Preparation
- College visits
- College application and planning
- Scholarship searches

Academics

- Tutoring in all subjects
- Transitional Advising
- Life skills and leadership academies
- Free educational field trips to exciting locations!

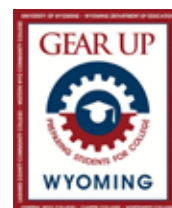
Don't worry about college ... Get ready for it!

For more information: Center for Secondary Students – 307.778.4378
GEAR UP – 307.778.1325

lccc.wy.edu/highschool



GEAR UP Wyoming is funded through a grant from the U.S. Department of Education totaling \$3,548,876 annually with an additional \$3,548,876 annually provided by in-kind and scholarship contributions.



FACILITIES & EVENTS SCHEDULING AT LCCC

The Facilities & Events office provides low-cost facilities and equipment rentals to government agencies, private businesses, groups and individuals. Whether you're planning a meeting or event for 10 or nearly 300, you'll find the perfect setting at the Center for Conferences & Institutes or the Training Center Building. Our educational atmosphere is a pleasant change from the daily work environment. State-of-the-art audio/video equipment also is available for rent.

Other special facilities are available, as classes allow, such as the college arena, P.E. facilities or classrooms.

For More Information

For more information about scheduling a facility at LCCC,
you can visit our website at lccc.wy.edu/about/facilities, email or call us.

Arlene Lester
Program Manager
307.778.1291
alester@lccc.wy.edu

Melissa Gallant
Program Assistant
307.778.1322
mgallant@lccc.wy.edu

Kim Adams
Office Assistant and A/R Technician
307.778.1382
kadams@lccc.wy.edu

Credit and noncredit classes and other college activities take precedence over outside organizations.

**Sodexo Food Service has rights of first refusal at LCCC.
No other catering service or food vendor may operate on the LCCC campus.**

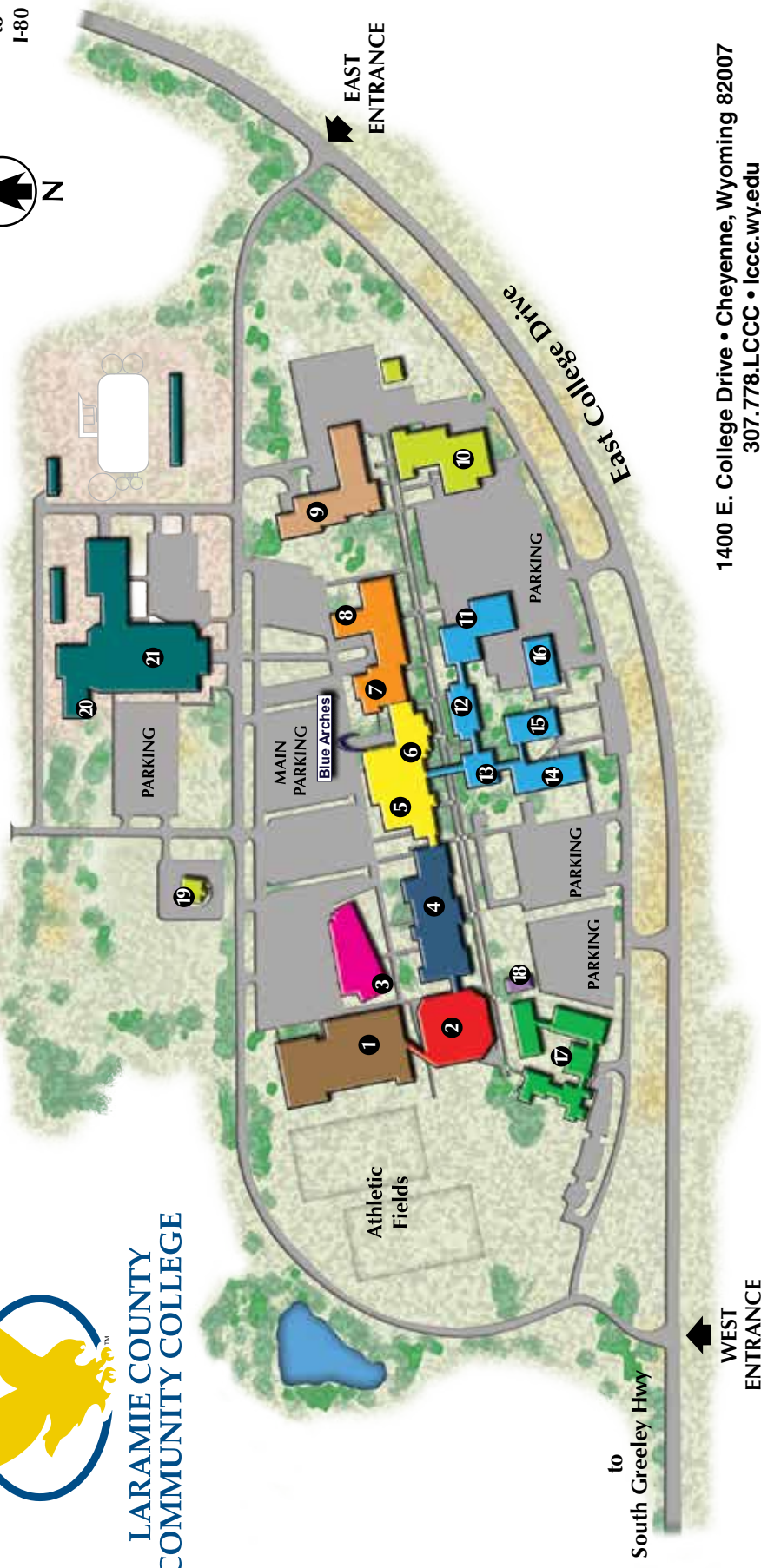




LARAMIE COUNTY COMMUNITY COLLEGE



to
I-80



1400 E. College Drive • Cheyenne, Wyoming 82007
307.778.LCCC • lccc.wy.edu

- | | | | |
|---|--|--|---|
| 15 Administration (AM)
Business Services
Human Resources
President's Office | 9 Career & Technical Building (CT)
ACES
Auto Body
Career & Technical Education Center
Integrated Systems Training Center
UW Outreach | 13 Education & Enrichment Center (EEC)
Disability Support Services
Exam Lab | 10 Plant Maintenance (PM)
Carpool
Mailroom |
| 20 Agriculture Building (AG) | 14 Center for Conferences & Institutes (CCI) | 4 Fine Arts Building (FA)
Esther and John Clay Art Gallery
LCCC Foundation | 17 Residence Halls (RHC) |
| 12 Andrikopoulos Business & Technology Building (B) | 19 Central Plant North | 3 Health Science (HS) | 2 Science Center (SC)
Dental Hygiene |
| 21 Arena | 6 College Community Center (CCC)
Advising
Bookstore
Counseling & Wellness Center | 5 Ludden Library (LIB) | 7 Student Services (SS)
Admissions & Welcome Center
Campus Safety
Career Center |
| 8 Arp Building
Children's Discovery Center | 11 Auto Diesel (AD) | 18 Modular (MA)
High School Programs | The Training Center (TC) |
| | | 1 Physical Education (PE) | |



**LARAMIE COUNTY
COMMUNITY COLLEGE**
1400 E. College Drive
Cheyenne, Wyoming 82007

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PAID
LCCC

POSTAL CUSTOMER

Laramie County Community College
A.C.T. Now!
Career training
most in six months or less



- Certified Medical Assistant
- Pharmacy Technician
- Dental Assistant
- Surgical Technology
- Process Technology
- Registered Nurse
- Radiography
- Health Information Technology & Management
- Medical Coding
- Professional Medical Billers
- Dental Hygiene
- Sonography

**Many classes available online
and in evenings**
Free training may be available



Are you unemployed, underemployed, a veteran...
Why wait? Contact us today!

307.772.7352 or jsteele@lccc.wy.edu
lccc.wy.edu/workforce/development/actnow

Made possible through a grant from the Wyoming Department of Workforce Services. The CFDA # is 17.268. This grant is federal funding through the U.S. Department of Labor Employment and Training Administration under contract from the Department of Workforce Services.

**For a list of LCCC degree and certificate programs
go to page 46.**

**Warren
Air Force Base**
EVENING CLASSES
(see page 39)