

## NORTHARK'S ECONOMIC UPDATE BREAKFAST SERIES

Dr. Michael R. Pakko, Chief Economist and State Economic Forecaster at the Institute for Economic Advancement at the University of Arkansas at Little Rock, will be the speaker Wednesday, Jan. 20, in North Arkansas College's Economic Update Breakfast Series. The event, sponsored by Centurion Financial Services and Porterfield Killingsworth CPA, will be held in the L.E. "Gene" Durand Center on the Center Campus of North Arkansas College in Harrison. Breakfast will be served at 7:00AM. The program begins at 7:30AM. Wednesday, January 20, 7:00-9:00AM, \$10



## arts & hobbies

### Mystery Creative Writing

Instructor: Mike Duggan

Nothing quickens the pulse faster than a good mystery. In this workshop for the aspiring mystery writer, we will discuss detective stories, cozy mysteries, supernatural mysteries, and other puzzling tales involving professional and amateur sleuths solving unspeakable crimes. Learn about the various types of characters, plots, settings, and more involved in writing a mystery. We'll also discuss how to get your work published. Whether you seek to write short stories or novels, classic puzzlers or crime fiction, we will show you how to spin your own personal web of suspense!

Mondays, February 1-March 22  
6:00-8:00PM, \$79

### **NEW** Comic Art and Cartoon Animation

Instructor: Mike Duggan

The black and white and four-color images of yesterday's comic illustrations have given way to Technicolor web comics. And animating cartoon characters using modern software applications has made creating toons a snap. It has never been easier to share your expressive drawings over the World Wide Web. Award-winning artist Mike Duggan will show you how to magically bring your own wild and wacky characters or deep and moody stories to life in 2-D.

Wednesdays, March 3-April 28  
(no class March 24)  
6:00-8:00PM, \$79

### **NEW** Video Game Design

Instructor: Mike Duggan

Want to tease your brain with the challenge of making your very own video game? This course focuses on the creative media of games, not just on computer programming, and artist Mike Duggan can show you the easiest and cheapest

ways to get your ideas out there. You will learn about game mechanics, evaluation of game products, building game environments, crafting your own characters, and how it all works together. You'll leave the class with your own self-built video game to share with others!

Mondays, March 29-May 17  
6:00-8:00PM, \$79

### Portrait Photography

Instructor: Jessica Valentine

You won't believe how simple it is to take stunning pictures of your family, friends and kids. And all you need is a camera and simple lighting equipment. Using the basics of composition and lighting, you'll learn how to pose and light your subjects for optimal results in different situations. Select photography equipment will also be discussed. Jessica Valentine is an award winning photographer, whose beautiful work was recently praised in the Harrison Daily Times.

Tuesdays, February 9-March 16  
6:00-9:00PM, \$79

### **NEW** Wildlife Painting

Instructor: Duane Hada

Take your artistic skills to a new level with Wildlife Painting! With an emphasis on realistic fine art that combines habitat and wildlife into finished paintings, you'll discover ways to capture nature in its fullest beauty. Duane will show you the correct techniques to set the mood and make nature come to life in your paintings. Duane Hada has worked as a professional artist and instructor for several years. He has taught and studied with some of the top modern masters of wildlife painting. You can view samples of his artwork at [www.rivertowngallery.com](http://www.rivertowngallery.com)

Tuesdays, February 2-March 9  
4:00-7:00PM, \$89

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## arts & hobbies

### Clay Hand Building

Instructor: Ann Graffy

In this totally hands-on workshop, you will learn to build clay works of art without the use of a potter's wheel. You will be introduced to many techniques of hand building, including pinch-pots, coiling, solid and slab building as well as glaze applications and decorations. Your artwork will be whisked away, fired, and returned for your use and enjoyment. Open to former students for independent projects.

Wednesdays, March 31-May 5

6:30-8:30PM, \$49

\$20 supply fee due to instructor

### Wood Carving

Instructor: Jack Ryan

Hands down, the best carving class you'll ever take! Taught by an award winning carver, this class is for the beginner, the highly skilled and everyone in between. You will learn by carving 2-3 items, including some new projects for repeat students. Bring a carving knife, gouge, and "V" tool to class. Wood cut-outs will be provided for a small, in class fee. Jack Ryan's specialty is caricature carving. Currently teaching in Yellville, Oakland, and Lakeview, he's been honing his craft for 21 years and teaching for 16 years. You may also catch Jack demonstrating his talent at different area festivals such as Rusty Wheel Days, Cotter Trout Fest, and Bull Shoals Hillbilly Chili Cook-off. Jack is a member of the North Arkansas Woodcarvers and was named 2001 Carver of the Year by the Caricature Carvers of America.

Thursdays, February 11-March 18

6:00-8:00PM, \$49

### **NEW** Knitting for Beginners

Instructor: Kris Greening

Want a hat, scarf, gloves or sweater in a color and style of your own choice? Learn to knit! It's fun, easy and productive. In this class you'll learn the basics; knit and purl stitch, yarns, knitting tools, reading patterns, and how to network with online knitters. You'll come away with a scarf you made yourself. The ancient crafts of knitting and related yarn arts are exploding with renewed interest. Get on board-this isn't your grandmothers knitting! Supply list will be provided upon registration.

Tuesdays, March 2-30,

6:30-8:30PM, \$39

### Floral Design

Instructor: Joan Edgmon

It's time to get creative, take your love of flowers one step further, and bring the beauty of nature into your home! This class is designed for beginners, but is challenging enough to be enjoyed by experienced designers. Each fun and informative session focuses on one floral concept. As you create beautiful arrangements, you'll learn about basic floral design concepts, techniques, and common tools necessary to create striking arrangements, centerpieces, groupings, and decorations. You will fashion 4 different floral projects, including Wedding, Spring, Green, and Easter themes. Each project and supplies are then yours to keep. If you'd like to see project samples, stop by the Daisy Shop. Joan Lockridge-Edgmon is an Arkansas Master Florist and designs for the Daisy Shop.

Tuesdays, March 2-April 13

(no class March 23)

6:00-8:00PM, \$49

Supply fee of \$25 or less per project, is due to instructor at each class

### Interior Decorating

Instructor: Jack Ryan

Decorating your own home can be a big undertaking! And without the tools or the knowledge needed, even getting started can feel like a giant task. This class will provide you with that knowledge. You'll get those tools, the elements and principles of interior decorating, including furniture placement, lighting, wall and window treatment, flooring, color analysis, and accessorizing. Bring a 3-ring binder with paper, graph paper, measuring tape, and a pencil. Let's have fun getting creative!

Tuesdays, March 30-May 4

6:00-8:00PM, \$69

### **NEW** Hike with a Naturalist

Instructor: Dr. Rick Hinterthuer

Designed for beginners and casual hikers, this course will take you to some of the Ozarks most beautiful and popular sites under the guidance of an experienced naturalist. The spring is a beautiful time of year to view wildflowers and waterfalls as well as nature's other blooming beauties. You'll take two Saturday hikes. Those hiking dates will be determined at the first meeting.

Thursday, March 18,

6:00-9:00PM, \$75



**North Arkansas College**

## FRED WOehl-HIS AGRICULTURAL TOUR IN IRAQ

Fred Woehl, volunteer for USDA as part of the Provincial Reconstruction Team in Iraq, will speak on his experience in Iraq. Fred spent the past year helping to bring improvements to farming methods, training horses,

learning culture, and getting to know the Iraqi people on a personal level. The presentation will include pictures and experiences of danger, excitement and honor:

Thursday, January 28, 6:30-8:30PM, FREE

### **Coping with Your Fear of Horses**

Instructor: Fred Woehl

Do you want to ride but you are afraid? Want to learn how to be comfortable around horses? This 4-hour plus workshop will show you methods and techniques to cope with your fears and build confidence. You will have a "hands-on" horse experience in a controlled situation. Class size is limited to ensure one-on-one attention. Students under 16 years need prior approval from instructor. This class will be held at the instructor's ranch. A map and directions will be provided upon registration. Please bring a sack lunch. \*Ark Code Ann §16-120-202 "Warning Under Arkansas Law, an equine activity sponsor is not liable for an injury to, or death of, a participant in equine activities resulting from the inherent risk of equine activities."

Saturday, April 3

9:00AM-3:00PM, \$75

### **Basic Horsemanship**

Instructor: Fred Woehl

True horsemanship starts long before your foot goes in the stirrup. As any horse person will tell you, riding is a reward for the many hours spent on the daily upkeep and maintenance of a horse. You'll learn the basics of horse care, including anatomy, nutrition, grooming, hoof care and tack introduction. If you are thinking of buying or adopting a horse or you simply want to learn more about horses, this hands-on experience will give you all the information you need!

Monday & Tuesday, April 26-2

6:00-8:00PM, \$25

### **Trail Riding**

Instructor: Fred Woehl

This class is for anyone, beginner or experienced, that wants to learn to be safe, courteous and environmentally correct when riding on public and private lands. You'll learn about selecting and training a trail horse, obstacles, tack, safety, caring for a horse over long distances, camping, ride sources and camaraderie. The class will also highlight and stress "leave no trace" methods and philosophies. Map reading and use of compass and GPS will be discussed. If enough class participants are interested, an optional mini-trail ride will be held, with participants riding their own horses. \*Ark Code Ann §16-120-202 "Warning: Under Arkansas Law, an equine activity sponsor is not liable for

an injury to, or the death of, a participant in equine activities resulting from the inherent risk of equine activities."

Wednesday & Thursday, April 28-29

6:00-8:00PM, \$39

Optional Trail Ride on Saturday, May 1  
8:00AM

### **Dog Obedience**

Instructor: Sherry Gibbany

Offered in conjunction with the North Arkansas Kennel Club, this class is for dogs, age 6 months or older. This class is designed to teach your dog to heel, sit, come and do a long sit or down/stay. Owner must bring a choke collar, six foot nylon or leather lead and treats.

Fridays, April 9-May 14

5:30-6:30PM, \$45

### **Puppy Kindergarten**

Instructor: Sherry Gibbany

Offered in conjunction with the North Arkansas Kennel Club, this class is designed for puppies, age 8 weeks to 6 months old, to teach owner and puppy techniques for crate training, grooming, basic training, sit or down/stay and come, as well as problem solving for biting, house training, etc. Puppies must be current on their shots. Owner must bring a buckle collar (no choke collar), lead and treats.

Fridays, April 9-May 14

6:45-7:30PM, \$45

### **Hunters Education**

Instructors: Fred Woehl, Mark Sanders, Tommy Creamer, Wayne Cone

To hunt in Arkansas, prior completion of a state approved Hunter Education course is mandatory for any person with a birth date later than December 31, 1968. Youngsters (under 16 years) under the direct supervision of a licensed adult (over 21 years) do not need to have a card. This one day class is structured to acquaint students with the many wildlife oriented recreational opportunities and recreational shooting sports available to them. The program is administered through the Arkansas Game and Fish Commission, and taught by trained volunteers and professional instructors.

Saturday, March 13

8:00AM-5:30PM, FREE



## music & dance

### **NEW** Karaoke for Beginners

Instructors: Marcie Patrick & Sarah Kyle  
Gateway to a fun new hobby! Part of the fun of karaoke is watching others perform and grow as they try different songs. You can do it too. You won't get a voice lesson and it's not about being a big star; it's about singing songs you love to hear; enjoying yourself through music, listening to the performance of others, and laughing and having fun with friends. Karaoke is a great way to gain confidence and make new friends. Join us in an informal, fun class.

Wednesdays, March 31-April 21  
6:30-8:30PM, \$35

### **NEW** Beginning Violin

Instructor: Amy Briggs  
It is hard to believe that this small instrument, made of simple pieces of wood and consisting of only four strings, has acquired such prominence in the world of music. The violin has proven itself as both a solo and a concert instrument. In this class, you'll receive a proper introduction to the basics of traditional violin, including an introduction to reading music, holding, bowing and fingering techniques, music theory, and more.

Mondays, April 5-26  
6:30-7:30PM, \$29

### **Instant Piano for Hopelessly Busy People**

Instructor: David Haynes  
If you yearn to experience the joy of playing piano, but you don't want years of weekly lessons, this short course is for you. In just one enjoyable evening, you can learn enough secrets of the trade to make piano playing a part of your life, learning chords, not notes. You'll learn all the chords needed to play any song, any style, and any key. And you'll get a healthy dose of insider secrets on how to embellish the songs. This is absolutely a beginning class in chord piano techniques. And if you can find middle C and know the meaning of Every Good Boy Does Fine, you already know enough to enroll in this workshop. If not, send in a self addressed stamped envelope for a free pamphlet to: Music Masters, 90 Molly Lane, Ringgold, GA 30736. Then register with confidence. Please bring \$25 to class for CD & supply fee.

Tuesday, April 13  
6:00-9:30PM, \$50

### **Beginning to Advanced Guitar**

Instructor: Tommy Flud

Learn guitar at your own pace and in the setting of your own home with beginning guitar, beginning bass guitar and advanced guitar lessons on DVD. You'll get 10 lessons, including lead guitar lessons in all strings, cord format, palm format, and slide format. Choose the lessons that best meet your skill level. Students will access lessons through a DVD with instructor help just a phone call or email away. Students will meet in the classroom for an introduction and a final follow up.

Mondays, February 1 & April 26  
6:00-7:00PM, \$25

### **NEW** Sing the Body-Instrument

Instructor: Anastasia Gilliam

Learn to approach singing as a musician would learn to play an instrument. Like any instrument, the voice requires care, maintenance, basic understanding of how it works and the best techniques for producing sound. We'll discuss the anatomy and mechanics of singing, fun and easy yoga based breathing exercises, gentle stretches for vocal fitness and useful tips and helpful remedies. No experience necessary! Great for any style singer at any skill level.

Tuesdays, March 30-May 4  
5:30-6:30PM, \$39

### **Western Dance**

Instructor: Marcie Patrick

Learn what you need to know to go out dancing, or just come to have fun, polish up what you already know, and meet new friends! We'll be doing the Two-Step, Waltz, Ten-Step, Cotton-Eye Joe, Electric Slide, Double Two-Step, Cupid Shuffle and more while working on turns, style and technique. A FUN CLASS and you don't need a partner to come and learn! No age limit.

Mondays, March 29-May 3  
7:00-9:00PM, \$40

### **Social/Ballroom Dancing**

Instructor: Al Demian

Anyone can dance! Professional dancer and instructor, Al Demian will teach you the basic steps so that you can get up on the floor whenever the music plays. You'll learn the most popular social dances, including the Fox Trot, Waltz, Swing, and slow dances. The instruction is designed for beginners. Leather soled shoes are highly recommended. Couples only - so find a partner and join a fun class!

Tuesdays, February 9-March 16  
6:00-7:00PM, \$80 per couple



## fitness & health

### **NEW** Two Evenings of Relaxation Through Yoga

Instructor: Asha Ravari

Improve your health and well-being by learning to relax completely. Guided yoga relaxation techniques relax you at deep cellular levels. The hour long class will begin with slow and gentle movements, move through breathing exercises, and finish with a long guided relaxation. Sign up now and treat yourself to two evenings of relaxation. Please bring a mat and 2 blankets.

Tuesdays, February 16-23

6:00-7:00PM, \$25

### **NEW** Cultivating Healthy Living with Yoga

Instructor: Asha Ravari

Yoga is recommended by health care for professionals as a preventative exercise for a variety of ailments. To cultivate health and well-being, you'll be taught yoga movements, breathing exercises and meditation practices to reduce stress, create energy, live more mindfully, and cultivate inner peace.

Please bring a mat and a blanket.

Tuesdays, March 2-30

6:00-7:30PM, \$45

### **NEW** Introduction to NIA- The Body's Way

Instructor: Ciara Kaul

Does the stress of work, family, and life in general have you feeling drained with no energy? Join this class now and recharge your energy level! NIA is a dynamic cardiovascular workout that stimulates and energizes you mind, body, and spirit, cultivating that feeling of energy and youth. A mixture of dance, martial arts and yoga, NIA allows your inner youthfulness to emerge.

Tuesdays, February 9-March 16

6:00-7:00PM, \$39

### **NEW** Joint Opening- Taoist Yoga

Instructor: Ciara Kaul

Taoist Yoga uses gentle movement, stretches, breath work and visualization to balance, strengthen and heal the body. Joint Opening is an energizing form of Taoist Yoga, designed to keep your joints healthy and revitalized. Focusing on the movement, flexibility and strengthening of the joints, you will exercise simple and dynamic movements to enhance physical and mental well being. Unique movement sequences will increase circulation, help build vitality and slow the effect

of aging on the body. This class is designed for students of all levels of fitness.

Tuesdays, March 30-May 4

6:00-7:00PM, \$39

### **Tai Chi & Qigong for Beginners**

Instructor: Shan Borchers PT.

Tai Chi is a martial art, which has been used in more recent years for health purposes. The goals of Tai Chi are to improve posture, flexibility, strength, and balance. Qigong exercises are similar to the warm up portion of a Tai Chi class. Qigong emphasizes relaxation, breathing, and meditation. This class will introduce you to Qigong and the Sun, Yang, and Chen styles of Tai Chi. Modifications will be made to promote an easy and low impact exercise. Please wear comfortable clothing and sneakers. Class size is limited so sign up early!

Thursdays, April 1-22

5:30-6:30PM, \$45

### **Men's Core Athletic Conditioning**

Instructor: Megan Martin

Building a strong core is the first step to making maximum gains in strength and power and performing skilled and agile athletic movements. Core conditioning stabilizes and strengthens the deep core muscles of the spine, abdominals, pelvis, and shoulders, thus providing the foundation for vigorous movement and explosive power in the extremities. Implementing specific core conditioning develops functional fitness, which is essential to daily activities and vital to specific athletic performance. Class will consist of drills, circuit training, resistance and balance training, mat work, and teamwork. Men will need to wear pants or shorts to just about the knee, and no excessively wide leg shorts. T-shirts and tank tops are acceptable. Towels and props will be provided. Bring an open mind, positive attitude, and a solid commitment to get down and get ripped!

Mondays, February 1-March 8

6:00-7:00PM, \$39

### **NEW** Pilates

Instructor: Megan Martin

Come experience the movements of Pilates while stretching, strengthening, and lengthening your muscles. Pilates mat work exercises are no-impact, fluid movements that work from the inside out to build a strong core and long lean body. This mind-body workout also helps improve coordination, balance, posture, and flexibility. Pilates is noted as a pain free, relaxing exercise for adults of all ages. All Pilates props will be

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## fitness & health

provided for classroom use. Please wear snug fitting, comfortable exercise clothing.

Mondays, March 15-April 26

(no class March 22)

6:00-7:00PM, \$49

### **Mommy & Me Fitness**

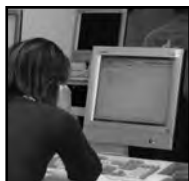
Instructor: Tara Spaw

Are you a new mother who wants to get back in shape and bond with your baby at the same time? This fun exercise class allows you and your baby to participate at all times. And you will both

benefit from the interaction. Mothers use their baby's body weight to provide resistance for strength training and cardio activities. This class is a great way to meet other moms, shape up and feel more energized while strengthening that special connection with your little one. No age limit, but works best with babies, ages 4 weeks-6 months. Bring a blanket for floor exercises. Students may also bring a front carrier for use in certain exercises, but not required.

Mondays, February 8-March 15

7:00-8:00PM, \$39



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## computers

### **NEW Learn to Use Your Computer**

Instructor: Tabitha Sullins

This class is a gentle, very basic introduction to computers for beginners. Using hands-on exercises and explicit instructions, you'll start with elementary computer concepts and an introduction to basic navigation such as mousing, the cursor, the Desktop, and the taskbar. The fundamentals of word processing will be covered using Word 2007. You will also be introduced to basic file browsing and file management, web browsing, web basics and email attachments.

Tuesdays & Thursdays, February 2-18

6:00-8:00PM, \$75

### **Keyboarding 101**

Instructor: Tabitha Sullins

Keyboarding is a skill that can be mastered at any age and is essential for most jobs. Are you a "hunt and peck" typist or would you just like to improve your typing speed? You can increase your typing speed many times over with practice and proper knowledge of the keyboard. Don't let slow typing be the bottleneck that limits your productivity or ability to use your computer. You'll build keyboarding skill and accuracy by learning to use the alphabetic, symbol and numeric keys by touch. You'll also learn good keyboarding techniques and proofreading skills.

Tuesdays & Thursdays, February 23-March 4

6:00-8:00PM, \$65

### **Microsoft Office Suite: Workplace Basics**

Instructor: Tabitha Sullins

"Must be able to use Microsoft Office Suite." How many times have you read that in a job posting? Don't let your lack of knowledge of Microsoft Office get in the way of applying for

your next job. You'll learn the basics of the 3 most commonly used programs: Microsoft Word, Microsoft Outlook and Microsoft Excel. We'll show you how to use email, set up contacts, and manage your calendar in Outlook. You'll see how businesses use Excel to create spreadsheets and why Word is the easiest way to create a document. You'll leave with a better understanding of each program and the ability to take what you've learned and work towards your employment goals.

Tuesdays & Thursdays, March 9-18

6:00-8:00PM, \$65

### **Excel 2007, Level I**

Instructor: Joan Ulmer

In this introductory course, you will learn to open Excel 2007, create and format a spreadsheet, save the spreadsheet and close Excel. You will also learn how to enter, edit, and clear cell entries; basic formulas and functions; preview and print a worksheet; insert graphics; create charts and more! Please bring a memory key to class. Prerequisites: Ability to use the mouse, open and close files, and start programs using Windows.

Tuesdays & Thursdays, March 30-April 8

6:00-8:00PM, \$69

### **Excel 2007, Level II**

Instructor: Joan Ulmer

Excel II is for current users who want to expand their knowledge and skills. You'll learn to create and apply templates, create and modify charts, work with graphic objects, calculate with advanced formulas, sort and filter data, and use Excel with the Web. Please bring a memory key to class. Prerequisites: ability to use the mouse, open and close files, and start programs using Windows.

Tuesdays & Thursdays, April 20-29

6:00-8:00PM, \$69

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## computers

### QuickBooks I

Instructor: Craig Harness

QuickBooks is an easy to use accounting system ideal for small business and home use. This beginning course will teach you the basic functions of the software. Topics include installation and set-up, working with lists, bank accounts and other account types, entering sales and invoices, receiving payments, making deposits and entering and paying bills.

Thursdays, February 4-25

6:30-8:30PM, \$69

### QuickBooks II

Instructor: Craig Harness

QuickBooks II goes beyond the basics. You'll cover analyzing financial data, setting up inventory, tracking and paying sales tax, payroll, estimating & progress invoicing, tracking time, customizing forms and writing letters.

Thursdays, March 4-April 1

6:30-8:30PM, \$69

### **NEW** Enhancing Photos in Photoshop

Instructor: Richard Ritchie

Make your photos come alive with simple, easy to learn Photoshop techniques. You'll learn about layers and selections, tones and color, curves and levels, masks and channels made easy, and preparation for screen or print. Instead of starting with a "learn the tools" approach, this course focuses on "what does my picture need?" You'll find the tools you need to give your photograph that missing element. Make your memories even more memorable! Prerequisites: Ability to use the mouse, open and close files, and start programs using Windows.

Tuesdays, April 6-27

6:00-9:00PM, \$75



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## miscellaneous

### **NEW** Home and Family Safety and Security

Instructor: Major Sam Martin,  
Harrison Police Department

Burglary, break-ins, stolen; you see these headlines in the newspapers every day. Major Sam Martin will give you tools and advice to protect yourself and your family from becoming another headline. You'll learn from a pro about home invasion and security, family safety plans, and securing your home against burglary. Family security issues relating to vehicles and parking lots will also be discussed. You and your family will sleep peacefully at night knowing that you are prepared. Major Sam Martin is the Assistant Chief of Police for the City of Harrison and has been in law enforcement for over 30 years.

Thursday, March 11

6:00-8:00PM, \$15

### Geology of Arkansas

Instructor: Charles Speice

Arkansas is divided into three areas, the Ozarks Uplift, the Ouachita Mountains and the Gulf Plain. Each of these areas has distinct geological features. In order to understand these areas, we will discuss several of the geological processes and study the cause and effects. Arkansas is a unique state offering aluminum ore, diamonds and quartz crystals. You will learn the different types

of rocks, each with their own characteristics and method of formation. You will also learn about the geology in the Harrison area. Field trips will be scheduled when class elects.

Mondays & Wednesdays, April 12-21

7:00-9:00PM, \$35

### Selling Your Stuff on eBay

Instructor: Rebecca Martin

Looking for a supplemental or full-time income? Are you a stay-at-home mom wanting to work from home? Maybe you've got a lot of Grandma's stuff to get rid of. It's not just about collectibles any more. It's furniture, clothing, even food. eBay is now officially the fastest growing business in history! You'll learn the entire process, including signing up for eBay and PayPal accounts, listing your items, and packing and shipping. Don't spend countless frustrating hours of trial and error, poring over tedious instructions. Get the inside track from an eBay Power Seller with 3 years of selling experience. Bring a memory key, camera and 1 item that you would like to sell.

Mondays, February 8-15

6:00-9:00PM, \$39

Mondays, March 1-8

6:00-9:00PM, \$39

## CARROLL COUNTY CENTER CLASSES

### Workplace Spanish for Beginners

Instructor: Paula Moore

Within the United States, Spanish is the second most widely spoken language after English. Employment opportunities are increasing for those who are fluent in both languages. If you have little or no Spanish language skills, this is a great place for you to get started. This class is designed specifically to help you communicate in a variety of business situations on a basic level with Spanish-speaking customers. You'll learn basic grammar; office and computer terms, meeting and greeting, days and months, directions and helpful phrases. And you'll reinforce your language skills through real-life situations. The instructor will even customize the class material, based on the needs of the students. Class size is limited, so sign up early!

Thursdays, February 4-April 29

(no class March 25), 4:00-6:00PM, \$125

### Personal Finance and Budgeting

Instructor: Lloyd Jones

Money management is not just for the wealthy. EVERYONE can benefit from knowing how to get the most out of their money. Being knowledgeable about your personal finances is about setting and achieving goals. And you can use the money you have right now to begin. Education will help you build life-changing skills to create a more secure life for yourself and your family. You'll perform an analysis of spending habits and how these affect personal finances. Learn how to record daily expenses and balance. Maintaining income records, tracking and monitoring debt, and measuring your net worth will also be covered.

Wednesdays, April 7-21

3:00-5:00PM, \$35

### Basic Floral Arranging for Home Decorating

Instructor: Randy High

This is a hands-on class for those who want to learn the basics of floral arranging. You will learn how to make a variety of floral arrangements to give as gifts, decorate for an event, or decorate your own home. Randy High has had several years experience designing and creating floral arrangements. Take this class and learn a skill that will be of use no matter the occasion!

Mondays, March 15-April 5

5:00-7:00PM, \$49

### **NEW** Drawing as Seeing

Instructor: Barbara Kennedy

Learn to capture the beauty of the moment by looking at something and transferring it on paper to share for a lifetime. You will learn drawing techniques including graphite pencil, line studying, and forms and shapes. A supply list will be provided upon registration.

Wednesdays, February 3-March 10

6:00PM-8:00PM, \$65

### Learn to Use Your Computer

Instructor: Nancy Wood

This class is a gentle, very basic introduction to computers for beginners. Using hands-on exercises and explicit instructions, you'll start with elementary computer concepts and an introduction to basic navigation such as mousing, the cursor, the Desktop, and the taskbar. The fundamentals of word processing will be covered using Word 2007. You will also be introduced to basic file browsing and file management, web browsing, web basics and email attachments.

Tuesdays & Thursdays, March 2-18

1:30-3:30PM, \$75

## frequently asked questions:

- **When can I sign up?** If space is still available in a class, registrations are taken until one business day before the first day of class. Many classes fill up much sooner, so we encourage you to sign up early.
- **When do I pay my registration fee?** Payment must be received in order to complete the registration process. Enrollment is on a first-come, first-serve basis. Registration and payment are necessary to guarantee your place in class.
- **Where do classes meet?** Classes meet on all 3 campuses in Harrison. Designated classes meet at our Carroll County Center in Berryville. The specific campus and room number will be included on your registration confirmation. If you need directions or class locations, just call us at **870-391-3100**.
- **Where is your office located and when is your office open?** The Continuing & Community Education Department office is located on Northark's Center Campus, 303 N Main Street in Harrison, Suite DC01. Our office hours are 8:00AM-5:00PM, Monday – Friday.
- **How do I drop a class?** At least one day before the class begins, just give us a call at **870-391-3100**.
- **What is Northark's Refund Policy for Community Education Classes?**  
Withdrawal before the first class – 100%, withdrawal before the second class – 70%, none thereafter.  
Fees for one-day classes are refundable if notification of withdrawal is prior to date of class.
- **I forgot to drop my class; won't my instructor do that for me?** Students are responsible for dropping or withdrawing from classes even if they do not attend. When students don't attend or stop attending without formally withdrawing, they will be held liable for all charges on their accounts.
- **My class was cancelled after I registered; what happened?** Sometimes classes are cancelled due to factors such as insufficient enrollment, personnel availability and budget requirements. We regret any inconvenience this might cause and will do our best to help you adjust your schedule. Be sure and check your courses before the start date.

To reach Continuing & Community Education staff members:

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