

TRI-COUNTY RVTHS CONTINUING EDUCATION SPRING 2018



MEETING THE DIGITAL DEMAND

Our New Year's Resolution centers on meeting the digital demand. We have worked tirelessly over the last several months to expand online course offerings for Spring 2018. Our goal is to offer more online courses in the areas of Business Management, Education, Exam Preparation, Information Technology, and Healthcare.

Between working full-time and raising a family, finding the time to train for a new career can be nearly impossible. This is what makes an online course experience so beneficial to adult learners. An online program offers students the opportunity to learn at their own pace, on their own time.

If you would like to learn more about the online courses we're offering this semester, please visit www.tri-county.us/OnlineAdultCourses or call the Continuing Education Office for more information.

ONLINE LEARNING HEALTH CARE COURSES!

- Pharmacy Technician
 - Clinical Medical Assistant
 - Phlebotomy Technician
 - EKG Technician
 - Medical Billing and Coding
- And many more classes!

Visit the Adult Education section of www.tri-county.us to learn more and to register.



WHAT'S NEW?

Tri-County proudly offers various Adult Education programs for all interests. Here is a look at a few of our new course offerings for 2018.

Floral Design Classes

Brighten up your home or office with a flower arrangement created by you. Join in for a night of floral design and leave with your own floral creation. Each classes arrangement will be tailored to the specific season or holiday listed in the title. You'll learn floral arranging mechanics taught in design school including practical tips and suggestions to make your own future arrangements. Leave with your arrangement and a list of flowers used in your design. Materials for your arrangement are included.

60482- Be My Love Valentine Floral Design
1 Class, Mon., 6:30-8:30, Feb. 12, \$55

60484- Pot of Gold St. Patrick Floral Design
1 Class, Wed., 6:30-8:30, Mar. 14, \$55

60486- Spring Blossom Bouquets Floral Design
1 Class, Mon., 6:30-8:30, Apr. 23, \$55

60488- Surprise for Mother's Day Floral Design
1 Class, Tues., 6:30-8:30, May 8, \$55

42028- Energy of Success

Learning to identify your energy level is a key to achieving the success you desire. Learn to define success using the traits as defined by many successful people. These skills and understanding can be applied to almost anything including career, health, relationships and almost any aspect of your life.

1 Class, Thurs., 6:30-8:30, Mar. 8, \$29

BAKING & COOKING

Students in a culinary class are required to wear rubber soled shoes and to bring a hat and apron. All classes will be held in Tri-County's kitchen unless stated otherwise.

21120- Low-Fat Cooking Techniques

Learn how to choose and cook foods to reduce the fat content and keep flavor in your cooking. During this one-night workshop, we will prepare a complete low-fat meal and you'll go home with 50 recipes.

1 Class, Tues., 6-9, Feb. 13, \$49

21132- Summertime Appetizers

In this class, you'll get tips and techniques for quick-in-a-hurry, fun appetizers that can take the heat. Learn how to prepare great munchies for a picnic, pool party, or cookout.

1 Class, Tues., 6-9, April 3, \$49

21150- Indian Cooking Made Easy

You will learn about Indian spices and how to prepare an appetizer, side dish, and two entrées that will add a zing to your palate and dazzle the entire family. Learn to make fun appetizers like the Samosa, knead the dough to make a pillowy and elastic Naan (bread), make some creamy Malai Kofta and delicious Saag Paneer.

1 Class, Thurs., 6-9, Mar. 22, \$59

21151- Love for Lentils

Low-calorie lentils offer benefits that include lower cholesterol, a healthier heart and digestive system, stabilized blood sugar, and increased protein and energy. Join this class and use three different varieties of lentils to make four delicious Indian dishes. Remember to bring Tupperware for take home.

1 Class, Thurs., 6-9, Apr. 12, \$59

21152- Stuffed Indian Flatbreads

Learn to make sweet Peshawari Naan stuffed with nuts and dried fruits, Tandoori Roti, and Whole Wheat Flatbreads stuffed with cauliflower and potatoes cooked in spices. Students will bring two mixing bowls (at least one medium-sized plus one other) and Tupperware for take home.

1 Class, Thurs., 6-9, Feb. 15, \$59

21153- Kebabs and Curry

This hands-on class gives students a chance to make the traditional Chicken Kebab, Red Kidney Bean Kebab, and a Minced Lamb Kebab. The Tikka Masala Curry will just make your mouth water! Each student will receive a personalized folder with printouts of recipes used in the class. Raw materials provided by the instructor. Bring Tupperware for take home.

1 Class, Thurs., 6-9, May 10, \$59

22100- Buttercream Cake Decorating

Learn the necessary basics to decorate a simple cake. Students will utilize various decorating tips to create rosettes, shells, basic roses, stars, borders and more! Bring two, six-inch round cakes to class.

1 Class, Mon., 6:30-9:30, Mar. 26, \$49

22130- Beautiful Buttercream Flower Cupcakes

You will learn basic decorating techniques to decorate your own "WOW" inspiring cupcakes! After each demonstration, it's your turn to take the icing bag. Bring 10-12 unfrosted cupcakes to class and a box or cupcake carrier. Instructor will supply icing and decorating tips.

1 Class, Mon., 6:30-9:30, Apr. 23, \$49

22133- Creative Cupcakes for Valentine's Day

Decorate cupcakes with embossed fondant. Create dimensional designs that cover and embellish your cupcakes, adding a refined modern touch. Bring 10-12 unfrosted cupcakes to class and a box or cupcake carrier.

1 Class, Thurs., 6:30-9:30, Feb. 12, \$49

22300- Chocolate Truffle Making

Join this class and learn the basics and tips that will make your truffles the delicate, melt in your mouth bites to give as gifts and enjoy with family and friends. You'll have dozens to bring home.

1 Class, Mon., 6:30-9:30, Feb. 26, \$49

22408- All About Organic Wines

The Organic food and wine movement is hot! At this event, we will explore Organic wines and Organically grown wines. What is the difference between USDA certified and those made with Organic grapes? Are there sulfates in Organic wines? Attendees must be over 21. This class is held at Franklin Liquors, 363 East Central St., Franklin.

1 Class, Tues., 7-9, Apr. 10, \$40

22409- Balsamic Vinegar and Wine Pairings

Celebrate National Mom and Pop Business Owned Day with The Little Shop of Olive Oils. Learn all about Balsamic Vinegar and how to pair them with wines. Attendees must be over 21. This class is held at Franklin Liquors, 363 East Central St., Franklin.

1 Class, Thurs., 7-9, Mar. 29, \$40

22411- Paint A Wine Glass

Paint Night with wine! Paint a wine glass and explore tasting wines. Attendees must be over 21. This class is held at Franklin Liquors, 363 East Central St., Franklin.

1 Class, Thurs., 7-9, Mar. 6, \$45

22412- Olive Oil and Wine Pairings

Join us on National Olive Oil Day. Exploring Oils with The Little Shop of Olive Oils and pairing them with wine. Attendees must be over 21. This class is held at Franklin Liquors, 363 East Central St., Franklin.

1 Class, Fri., 7-9, Jun. 1, \$40

COMPUTER

30096- Keyboarding for Beginners

Knowing how to type is not just a helpful business skill anymore. With the proliferation of computers and devices, typing has become an essential skill. The main objective of this course is to teach you how to "touch-type" while increasing your speed and accuracy. After you learn the position of the keys, you will get a basic introduction to MS Word.

5 Classes, Wed., 6-8, Mar. 28, \$149

30100- Intro to Microsoft Word & Office

Learn some of the common functions for all Microsoft programs. Students will learn how to create, edit, and enhance the appearance of documents using formatting and proofreading tools. Basic knowledge of the computer keyboard and MS Windows functions is required.

4 Classes, Thu., 6-9, Apr. 26, \$149

30110- Introduction to Microsoft Excel

Learn to use Excel to create spreadsheets for accounting, budgeting, and more. You will learn how to create, edit, format and print basic spreadsheets. Instruction is designed to make the lessons user-friendly throughout the course. Basic computer skills are essential.

4 Classes, Wed., 6-9, Feb. 28, \$149

30112- Intermediate Excel

Take your Excel skills to the next level. You will learn to create templates, sort, filter, import and export data, analyze data, and work with Excel on the Web. This class will also cover charting, Pivot Tables and using advanced formulas. Prerequisite: Basic knowledge of Excel.

4 Classes, Wed., 6-9, Apr. 4, \$149

30114- Advanced Excel

Become an Excel expert! Learn various advanced techniques for analyzing and manipulating data in Excel. This course is intended for a student who has experience working with Excel and would like to learn more about creating macros, working with shared documents, analyzing data, and auditing worksheets. Prerequisite: Intermediate knowledge of Excel.

4 Classes, Wed., 6-9, May 9, \$149

30350- Photo Editing with Photoshop or Elements

Enter the digital darkroom and learn the basics of manipulating your images for printing at home, at your favorite lab, or even for posting on the Web. Learn the secrets to making your images have a more professional look by simple cropping, color correction, contrast adjustments, sharpening, and beyond.

4 Classes, Wed., 6:30-9, Apr. 25, \$149

30300- QuickBooks

QuickBooks is a comprehensive tool for managing small business finances more effectively. This course will take students with no

**INSTRUCTORS
WANTED**

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prior knowledge of computerized accounting to a stage where they can confidently perform day-to-day operations with QuickBooks. Prerequisite: Introduction to Windows or equivalent
6 Classes, Tues., 6-9, Apr. 3, \$249

34042- LinkedIn: Career Networking and Online Job Search

Whether you are a seasoned professional, recent graduate or someone returning to the workplace, networking is the key to success in business today. LinkedIn is the largest professional online network in the world with over 259 million+ registered users, giving you the opportunity to build relationships with potential employers, customers, clients, and peers. You will develop your online profile, import your contacts, look up old employers and colleagues, search for new contacts and learn how to navigate the site, join groups and apply for jobs online.
1 Class, Thurs., 6:00-8:30, Feb. 15, \$39

34041- Facebook Marketing for Business

Facebook is the most powerful and popular social networking site in the world, with over 1.23 billion users worldwide, and growing. Now more than ever, Facebook is being used to promote businesses and organizations and keep you in touch with your customers. Learn how to set up a Facebook account exclusively for business use to promote your services, products events and brand. Learn how to create and post interesting content, link to your social media accounts, and help you grow a community of Facebook fans. We will touch upon creating ads and boosted posts, and how to use Facebook's built in tools to track your success.
1 Class, Thurs., 6:00-8:30, Feb. 15, \$39

34040- Social Media Strategies and Techniques for Business

Whether you are networking for personal or professional reasons, it is important to establish a social media presence. Learn how to utilize the three most popular social networking platforms today: Facebook, Twitter, and LinkedIn. You will learn how to open an account, maximize your profile, interact with customers, colleagues, friends, family to showcase your business and services and learn applications and tips to enhance your overall experience and gain maximum results. Course will prepare students in the five areas of competency necessary to take the high school equivalence exam.
1 Class, Thurs., 6:00-8:30, Feb. 1, \$39

PERSONAL GROWTH & DEVELOPMENT

10110- HiSET Test Preparation

This course will prepare students in the five areas of competency necessary to take the high school equivalence exam.
18 Sessions, Mon. & Thurs., 6-8, Feb. 26, \$249

10020- SAT Exam Preparation

This comprehensive course provides instruction and review of essential mathematics, critical reading, writing, and test-taking skills to prepare students for the important SAT exam. The course includes 30 hours of class time and two full-length official SAT practice tests. All course books are included.
18 Sessions, Mon., Wed. & Sat., 6-8, Feb. 10, \$349

40590- Organizing in 5 Steps

Are you looking for organizing solutions that will last? This class will teach you five easy steps that will put you in control of your surroundings and help you stay organized.
1 Class, Tues., 6:30-8:30, Mar. 6, \$29

40591- Winning the Paper Battle

Do you waste time searching through piles and stacks of paper in order to find the one piece that you really need? This class will teach you how to create functional, efficient paper management systems for your home and office.
1 Class, Thurs., 6:30-8:30, Mar. 22, \$29

40593- Downsizing: Organizing the Accumulation of Our Lives

This class will provide you with information on how to begin your downsizing project, how to weed out and let go, and identify resources that will help move the process along.
1 Class, Wed., 6:30-8:30, Apr. 4, \$29

40594- Clearing the Clutter

Learn workable de-cluttering solutions by defining clutter and using decision-making tools. We address how to remove, discard and donate what we no longer use, want, and need. It will help you take control of your stuff.
1 Class, Tues., 6:30-8:30, Apr. 24, \$29

42020- Messages from Spirit: A Mediumship Experience

This Mediumship demonstration includes a discussion of some frequently asked questions about Spirit, as well as an introduction and explanation of how Mediumship works. Dr. Cathy Ripley Greene will make connections with Spirit for some audience members.
1 Class, Thurs., 6:30-8:30, Mar. 1, \$45

42027- Intro to Spiritual Development

This class is for you if you are interested in understanding some of the natural ways in which we all connect with spirit. The question is no longer whether we have a sixth sense, the question is how do we use and strengthen it? Enjoy an open discussion with like-minded people and a teacher who has been providing private and group readings and workshops for many years.
1 Class, Thu., 6:15-8:30, Mar. 15, \$55

42054- Meet Your Spirit Guides

Join a Psychic Medium for a unique experience. Learn about your Psychic senses, and how to raise your frequency to a higher level. If you are intrigued and want to connect with your spirit guides and angels then this course is for you.
1 Class, Wed., 6:30-9, Apr. 11, \$59

42075 - How to Read The Bible with Understanding

The Bible can be read and easily understood, if 5 tools are applied to it first. If you have ever wanted to read the entire Bible at least one time through, and derive the greatest amount understanding of what it actually says, the 5 tools discussed in class will open it up to you. This is a Bible as literature class, any and all religious concerns will not be addressed.
1 Classes, Thurs., 6:30-9, Apr. 5, \$29

42130 - Making The Right Choices

This class provides the tools and system that can be applied to make easy choices and difficult decisions consistently in a manner that fits you. Whether you are choosing what to eat, what college, what job, to rent/lease a home or car, or even choices about relationships in your life, this process will give you the steps and tools to gather and analyze information intellectually and evaluate it in a way to determine if it is right for you, your values, goals and your true self.
1 Class, Thurs., 6:30-8:30, Feb. 15, \$29

42080- Mind Dynamics

This three-session training program provides a comprehensive look at the levels of the mind and its potential to improve one's life. Students will learn to use meditative, self-hypnotic principles and techniques and self-analytical tools to help conquer fears and other negative emotions.
3 Classes, Thurs., 7-9, Apr. 26, \$99 (\$50 second family member)

42200- Medicare and You-Know Your Options

The instructor will provide an explanation of Medicare A, B, C, D and how they function. Learn about medigap, what is the coverage and how it functions with Medicare. Examine the pro's and con's of the Medicare Advantage Plan. Briefly discuss the Affordable Care Act and how it affects Medicare. This class aims to bring some clarity to the Medicare program.
1 Class, Tues., 6:30-8:30, Mar. 12, \$29

44074- College Search and Application Information Workshop

The objective of this workshop is to assist both parents and students in beginning the college search and application process. Topics discussed: how to create college list, why students need a resume, importance of college essay, etc. The class will end with time for Q & A.
1 Class, Thurs., 6:30-8:30, Mar. 15, \$49

47010- Introduction to Ayurveda

Learn about Ayurveda, the oldest continually practiced health-care system in the world. Proponents of Ayurveda believe freedom from illness depends upon expanding our own awareness, bringing it into balance, and extending balance to the body.
1 Class, Thurs., 6:30-8:30, May 3, \$49

47020- Ayurvedic Daily Routine

Ayurvedic Daily Routine ('Dinacarya') teaches us that by understanding the functioning of the human body as it relates to the Ayurvedic Clock, you can make mindful choices throughout the day that will help to bring balance, support health, and boost mental and physical focus and immunity.

1 Class, Thurs., 6:30-8:30, May 10, \$49

43112- Navigating Divorce

Concerned about how to navigate the divorce process, the court system, the negotiations with your spouse, telling your children? Fearful of losing your home, community, security, and lifestyle? Not sure where to begin or how to get more information? In this three hour course, you will learn about the landscape of divorce in Massachusetts; how you can initiate the divorce process; what property is subject to being divided; the differences between child support and alimony/spousal support; what to expect and not expect from your divorce; considerations regarding taxes, health insurance and life insurance, and how to manage the emotional upheaval you may experience.

1 Class, Tues., 6-9, Mar. 20, \$49

50300- Refuse To Be A Victim

Learn the personal safety tips and techniques you need to avoid dangerous situations. This class teaches situational awareness for mental preparedness, home security, physical and vehicle security as well as protective devices such as personal alarms.

1 Class, Tues., 6:30-9:30, Feb. 12, \$49

SPORTS, LEISURE & DANCE

25100- Introduction to Fly Fishing

This indoor class will cover the basics of fly-fishing. You'll learn about the equipment, the differences between fresh and saltwater fly-fishing, basic knot tying, fishing conservation, and first-class fly-casting with an indoor practice rod. Instructor will provide all materials and handouts. Bring a pen and paper for notes.

1 Class, Tues., 7-9, Mar. 27, \$49

25110- Archery

This introductory course focuses on basic stance, shooting techniques, and range safety using a unique approach that integrates the aiming process with a variety of skill building games. No prior experience necessary.

4 Classes, Mon., 7:30-8:30, Mar. 19, \$149

41300- Zumba

Zumba is a mix of body sculpting movements with easy-to-follow dance steps like the Meringue, Salsa, Cumbia, Mambo, Samba, Flamenco, and other dances from around the world, including Hip Hop and Bellydance.

A- 6 Classes, Mon., 6:30-7:30, Mar. 5, \$59
B- 6 Classes, Mon., 6:30-7:30, Apr. 30, \$59

41320- Kripalu Yoga

This class focuses on the health and well-being of your body and spirit. The heart of each class is a sequence of postures that stretch, strengthen, and balance your body. Each class ends with deep relaxation and meditation. Class levels for this session range from gentle to moderate.

A- 8 Classes, Wed., 7-8:30, Jan. 31, \$79

B- 8 Classes, Wed., 7-8:30, Apr. 25, \$79

25401- Travel to Cuba Before It's Too Late

Would you like to travel to Cuba and experience the era of the 1950s all over again, stroll down the streets of Havana as salsa music fills the air, or wander through historic hotels where people like Hemingway spent their time? Whether on a budget or looking for a luxury tour, this class will highlight the legalities of travel to Cuba, as well as when to go, what to see, and how to find legal, customized trips tailored to your interests.

1 Class, Wed., 6:30-9, Feb. 28, \$25

25216- Knitting Your Way

Beginners will learn how to pick the right needles for a project, as well as how to cast on, knit, purl and bind off. Those who already have some knitting skills can improve their technique and learn to knit hats, mittens, shawls or sweaters. Beginners: No materials needed. Advanced: Bring the yarn and pattern you want to work on.

A-4 Classes, Tues., 6:30-8:30, Jan. 9, \$49

B-4 Classes, Tues., 6:30-8:30, Feb. 6, \$49

C-4 Classes, Tues., 6:30-8:30, Mar. 13, \$49

25202- Beginners' Crochet

This course covers the basics of choosing yarn, hooks, patterns, and stitches for creating unique, handmade items. Learn how to make a foundation chain, basic stitches and how to maintain even, consistent tension. Bring size J crochet hook and a skein of *Red Heart Super Saver* yarn in a light color to class.

2 Class, Tues., 6:30-8:30, Feb. 6, \$25

25204- Crochet Skills Building

Join this course to regain or enhance your basic knowledge of crocheting. Prerequisite: Previous knowledge and practice of the basic crocheting stitches or Beginners' Crochet. Bring a size J crochet hook and a skein of *Red Heart Super Saver* yarn in a light color to class.

4 Class, Tues., 6:30-8:30 Mar. 6, \$49

25206- Crochet Rescue

Do you have unfinished crochet projects stuffed in your closet or drawer? Do you need extra help to finish a current project? If so, this class is for you. Bring your project, hook and instructions to this class and let's get it finished.

4 Class, Tues., 6:30-8:30 Feb. 12, \$49

50310- Introduction to Metal Detecting

This introductory course will cover everything the novice needs to know to get starting in the hobby of metal detecting. Class will cover equipment needs and function, target recovery, where, when, and how to search, as well as conducting research and gaining permission for private property. Instructor will provide handouts.

1 Class, Tues., 6-8, Apr. 24, \$49

25300- Digital Photography

Unmask the secrets to creating more compelling images. Whether you have owned a digital SLR for years or just received a point and shoot camera as a gift, this class is right for you.

6 Classes, Wed., 6:30-9, Mar. 7, \$199

25310- Intro to Astrophotography

Learn the basics of night-sky photography, aka "Astrophotography" in this one night introductory class. Through visuals, lecture, and photographic equipment the instructor will explain the how, what, when and why of this exciting, challenging and uniquely rewarding form of photography. This course will focus on basic camera-on-tripod photography with some additional information on more advanced levels of astro imaging.

1 Class, Thurs., 6-9, Mar. 15, \$39

25312- Night-Sky Photo Field Trip

This unique and exciting outdoor workshop is designed to apply your skills with your basic camera-on-tripod setup. Join your instructor, for interactive, one-on-one instruction on how to capture your first night-sky images of celestial objects such as the moon, meteors, constellations, planetary conjunctions and much more! Students will meet the instructor at the frosty drew observatory and nature center located at Ninigret Park in Charlestown, RI. Equipment needed: 35mm DSLR camera, sturdy tripod, lenses and remote shutter release. Students who do not have their own equipment can learn from the instructor's setup. Dates subject to change based on weather. **1 Class each section, No Moon Wed., 7-10, June. 13, \$49**
Moon Wed., 7-10, June. 13, \$49

25315- Intro to Astronomy

Hop on board the cosmic express and take a journey from our precious planet earth through our solar system and beyond. Learn about our cosmic neighborhood. Study the celestial wonders such as the planets, stars, comets, meteors, our sun and moon and so much more in this one night exploration of astronomy.

1 Class, Thurs., 6-9, Feb. 8, \$29

Classes are filled on a "first come, first served" basis. Please register early.

BUSINESS & FINANCE

44070- Paying for College without Sacrificing your Retirement

Tim Higgins, author of *Pay for College Without Sacrificing Your Retirement*, will discuss the best ways to address the high cost of college. Topics include: how to efficiently plan for future college expenses, how to pay for college with or without financial aid, the #1 question to ask colleges that may save you thousands, and more.

1 Class, Tues., 6:30-9, Apr. 3, \$39 per person/\$50 per couple

50200- Project Management Basics

Have you been part of a project and wanted to learn how all the pieces fit together? How project managers have a high success rate? How you can improve your own project management skills? This course is designed for you to achieve a basic knowledge in the practice of project management, learn proven methods of successful communication, identify the tools frequently used by project managers and best practices in the profession.

2 Classes, Tues., 6:30-8:30, Mar. 6, \$49

40222- Communicating Successfully With Your Family

The four distinct generations in the current workforce think and communicate quite differently. This workshop analyzes how professionals can become more influential while allowing, encouraging and adapting to these differences (verbally and electronically). The workshop will help participants generate more respect, improved collaborations and help save them precious time and energy.

1 Class, Mon., 6:30-8:30, Feb. 13, \$49

50220- Revising the Art of Listening

Attendees will examine the virtues of "slowing down to speed up" while they learn to ask valuable questions to both clients and peers. We'll also discuss the perils of forming quick assumptions and how to avoid that. We'll then walk them through a series of steps to take so they can become superior listeners who ensure that "understanding" is taking place.

1 Class, Tues., 6:30-8:30, Mar. 13, \$49

50330- Basic Accounting for Non-Accountants

This introductory course will introduce you to the basics of financial accounting and bookkeeping. You will learn the basics of the double-entry accounting system of recording financial activity for any business. Primary financial reports will be reviewed, including the Profit & Loss Statement and the Balance Sheet. A book and accompanying student workbook is included.

4 Classes, Tues., 6-8, Feb. 27, \$99

44010- Social Security Strategies

If you are over 50 and plan to retire someday, or if you are widowed or divorced, now is the time to think about the options, rules, and exceptions for

Social Security Benefits. Learn how to make the most of your Social Security Benefits. Discover what may affect your retirement and how much money you may be paid over a lifetime.

1 Class, Thurs., 6:30-8, Mar. 15, \$15

44414- Student Loan Debt Relief

This course provides information and strategic alternatives to make intelligent decisions on what seems to be a crushing debt. The workshop includes a take-home workbook. An optional textbook is available at an additional cost.

1 Class, Thurs., 6:30-9:30, Apr. 11, \$25

44210- 5 Essentials for Stock Market Investing

Learn the five essential principles that Wall Street investors use to make money in the market. Learn how pros read the market, select their stocks, time their purchases, and, if necessary, sell. Understand why they do what they do to protect their capital.

1 Class, Tues., 6:30-9:30, Mar. 13, \$49

44215- Unconventional Investing

Based on the book *Unconventional Investing*. We'll discuss investment ideas and strategies that are rarely shared by the experts. Topics include managing your 401(k) and work-based retirement accounts, mutual funds, building a more diversified portfolio, and more. This class will not cover individual stock or option trading.

1 Class, Wed., 6:30-9, May 2, \$39

44060- Basics of Annuities

We will discuss what annuities are, how they work, their cost, and whether it would be beneficial to purchase one. This course is appropriate for someone 50 or above who wants to understand how annuities work.

1 Class, Tues., 6:30-8:30, Mar. 27, \$15

44020- Estate Planning Basics

Take the necessary steps to protect your family. This seminar will explain the necessary components of an effective estate plan. Real-life scenarios will be used to illustrate the application of various estate planning tools.

1 Class, Wed., 6:30-8:30, Apr. 11, \$15

44031- Planning for Long-Term Care Expenses

What should you do now to prepare for the possibility of needing long-term care services? Many factors come into play in the decision making process. This class is for anyone in their 40s, 50s or 60s who hasn't done any planning.

1 Class, Wed., 6:30-8:30, Mar. 14, \$15

44415- How to Get Debt Free!

This class is not just for those with a debt problem. If you have debt payments of any kind, you should attend. Learn a simple system to eliminate all debt and operate on 100% cash. Bring your list of debts and a calculator to class. Course fee includes a 12-page workbook. Optional text is available for \$44.

1 Class, Thurs., 6:30-9:30, Apr. 12, \$49 per person/\$69 per couple

44234- Raising Money Savvy Kids

When talking to children about money and your family's assets, you may be wondering what to say and when to say it. You may want your children to be ready to carry wealth forward but also want them to have strong values and perspectives of their own. You'll learn to help them earn, save, spend, and give responsibly.

1 Class, Thur., 6:30-8:30, Jan. 25, \$39

44405- Prescription Co-Payment Savings Tips

Consumers are often unaware of public and private savings tactics. Come learn about Health Care Law H4200 and other options for saving money. Handouts will be provided, students can apply their personal information to their specific health care needs.

1 Class, Wed., 6:30-8, Feb. 28, \$16

HOME

60005- Home Buying Boot Camp

Buying a house is probably the largest, most important and most expensive transaction you'll make. Let four specialists: loan officer, home inspector, real estate agent and attorney, assist you. Some topics discussed: down payment requirements, qualifying for mortgage, importance of home inspection, negotiation process and more.

1 Class, Wed., 6:30-8, Mar. 14, \$15

60010- Secrets to Selling Your Home

Thinking of selling your home? In this two-hour course, experienced professionals will explain how to prepare your home for sale, the benefits of home staging, pricing strategies and so much more.

1 Class, Thurs., 6:30-8:30, Mar. 8, \$15

60306- Solar Energy for the Home

In this one night workshop you'll learn some of the basics of solar energy for the home. Learn how to determine if your location is suitable for a solar panel installation, how many you may need and basics of financing this investment, including potential tax benefits.

1 Class, Tues., 6:30-8, Jan. 29, \$15

60312- Selling Your Home - A Designer's Perspective

Learn how to present your home to its best advantage. This course offers a review of the most important elements recommended by designers to take your house from tiresome to inviting, from boring to beautiful, from unsellable to SOLD! Learn where to focus your efforts to make the greatest impact.

1 Class, Wed., 7-8:30, Apr. 11, \$35

Online Classes

A complete list of our online classes are available at www.tri-county.us/adulted

60316 - Your Home Makeover - Color and Style

Do you have trouble picking out colors for a room, whether it is new paint for the walls, carpeting, or furnishings? Learn how to develop a concept, define a design style, choose your colors, and bring it all together in this hands-on class.

1 Class, Wed., 7-9, Mar. 14, \$70

60317 - Your Home Makeover - Kitchen and Bath Renovation

Learn about typical layouts for kitchens and bathrooms, finish options (counter tops, flooring, back splash, etc.), plumbing, and lighting fixture selection to make the best choices for you. Would you like to transform your living space just like they do on HGTV? Home improvements can be overwhelming and mistakes can be costly.

1 Class, Wed., 7-9, Mar. 28, \$70

60400- More Than Organic! Growing Better Quality Crops

Growing better quality food via acknowledging, supporting, and working with biological systems. Discussion will include management practices to address limiting factors to genetic potential, stages of plant immunity, pest and disease resistance, flavor, aroma, and more! Also sharing current state in nutritional content of the average crop and steps to improve flavor, aroma, and shelf life, while also building organic matter to sequester atmospheric carbon.

1 Class, Wed., 7-8:30, Apr. 4, \$15

TRADE/VOCATIONAL

60100- Technical Shop Math

Careful interpretation, use, and analysis of numbers and drawings help to create and maintain an efficient manufacturing process. Technical Shop Math begins with a review of arithmetic, followed by elements of measurement, algebra, graphing, and geometry.

12 Classes, Thurs., 6-9, Feb. 6, \$299

60210- Basic Carpentry Framing Skills

This course teaches the basics of house framing from sill to roof, and provides classroom theory shop training. Framing components will be identified and construction techniques will be discussed for all segments of house framing. Other topics covered include stair layout, cutting, and construction; roof rafter layout, cutting, and set-up; and window/door openings and layouts.

8 Classes, Mon., 6-9, Feb. 5, \$249

60220- Woodworking I

Learn how to safely operate all shop machines, as well as hand and portable power tools. All participants will complete a project using the knowledge gained from the topics covered. Students must supply lumber, material, and safety glasses.

8 Classes, Thurs., 6-9, Feb. 1, \$249

60221- Woodworking II

This course expands on the fundamentals of Woodworking I. Participants will discuss and receive approval from the instructor for their project choice. Students must supply their own lumber, material, and safety glasses. More information on material will be provided at the first class. Prerequisite: Woodworking I.

8 Classes, Tues., 6-9, Feb. 6, \$249

62052- Basic Small Engine & Yard Equipment Repair

Stop throwing out broken-down lawn mowers, trimmers, chain saws, and snow throwers! Learn to repair them yourself and perform preventative maintenance that will help you avoid those frustrating problems and finally get your money's worth from your yard equipment. Students must supply their own Z87-rated safety glasses.

4 Classes, Thurs., Tues., Thurs., 6-8, & Sat., 8-5, begins Mar. 29, \$199

62053- Advanced Small Engine Repair

We'll cover the internal workings of two and four stroke internal combustion engines, options for alternative fuel conversions, advanced diagnostic strategies, and complete tear-down and rebuild. The Saturday session is an opportunity to bring in and work on your own equipment with the instructor. Students must bring in Z87-rated safety glasses. Prerequisite: Basic Small Engine Repair course or prior experience.

4 Classes, Thurs., Tues., Thurs., 6-8, & Sat. 8-5, begins Apr. 26, \$199

62500- Welding (Basic)

Hands-on demonstration and practice in flat, horizontal, and vertical positions. Students will use 6011 and 7018 rods. Limited MIG or Flux core basics available, ask when registering. Safety glasses must be provided by students.

10 Classes, Mon., 4:30-7:30, Jan. 29, \$399

LICENSING/CERTIFICATION

62550- Welding (Certification)

Hands-on practice for welding certification in the following areas: 7018- all positions-limited and unlimited testing; Flux core- all positions- limited and unlimited testing; MIG- 1/8 steel vertical (F,H + V). Skills assessment, practical suggestions and recommendations for a particular welding area are available. Check on availability of Flux-core and MIG upon registration. One practice test is included. Students must bring safety glasses and wear steel toed shoes or boots. Prerequisite: Basic Welding Course 62500 or equivalent knowledge.

10 Classes, Wed., 4:30-7:30, Jan. 31, \$599

65010- OSHA 10-Hour Training Course- Construction

Upon completion of the OSHA 10-Hour construction safety course, the student will have a basic knowledge of important safety requirements in the construction industry.

Massachusetts law requires that all employees on a prevailing rate job and all employees who work on public construction sites in Massachusetts complete an approved OSHA 10-Hour course in construction. Each student receives an OSHA 10-Hour card upon successful completion.

2 Classes, Sat., 9-2, Mar. 24, \$149

65030- OSHA 30-Hour Course

The OSHA 30-hour construction safety course is recommended for foremen, supervisors, superintendents, safety committee members, and others responsible for workplace safety and for basic OSHA health and safety regulations affecting their workplace. The course is based on the federal OSHA 1926 construction regulations. Each student receives an OSHA 30-hour card upon successful completion.

4 Classes, Sat., 8-3:30, Mar. 24, \$299

65110- ServSafe (Food Protection Manager Certification)

Many cities and towns require that all food service professionals and food handlers be certified in food service sanitation. Topics covered will include do's and don'ts for safely receiving, storing, cooking, cooling, and reheating food. Temperatures, illnesses, chemicals, food types, and government regulations will be covered. ServSafe Certification test included.

4 Classes, Mon., 6-9, Feb. 26, \$199

65111- ServSafe Re-Certification

One hour review and exam only.

1 Class, Mon., 5-9, Mar. 19, \$69

68010- Newborn Care Specialist

This course will prepare students to become Certified Newborn Care Specialists. Childcare providers can set themselves apart from others by receiving specialized training in infant care. Topics include proper bathing, sleep practices, feeding, and swaddling, as well as developmental milestones, and more. Outstanding students may receive job offers from the instructor.

20 Classes, Tues. & Thurs., 6:30-8:30, Mar. 6, \$299

Electrical Apprenticeship Training

Electrical apprenticeship courses are for apprentices *currently working in the electrical trade*. These courses, in conjunction with your hands-on apprenticeship hours at work, will prepare you to sit for the Massachusetts State Examination for the Journeyman Electrical License.

25 Classes, Mon. & Wed., 6:30-9:30, Jan. 29, \$499

- 65672- Module 2
- 65674- Module 4
- 65676- Module 6
- 65678- Module 8

68134- Pharmacy Technician

This comprehensive 50-hour course will prepare students to enter the pharmacy field and to take the Pharmacy Technician Certification Board (PTCB) exam. Technicians work in hospitals, home infusion and community pharmacies, and other healthcare settings under the supervision of a registered pharmacist. Course content includes pharmacy-specific medical terminology, reading and interpreting prescriptions, and defining drugs by generic and brand names. Textbooks included.

16 Classes, Tues. & Thurs., 6-9:30, Mar. 13, \$1,199

68135- EKG Technician Certification Program

This 50-hour course prepares students for careers as EKG Technicians and to take the *American Society of Phlebotomy Technician (ASPT) – Electrocardiograph (EKG) Technician exam and other National Certification Exams*. This course will include important practice and background information on heart anatomy and physiology, medical disease processes, medical terminology, medical ethics, and more. Additionally, students will perform hands-on labs.

15 Sessions, Tues. & Thurs., 6-9:30, Mar. 13, \$999

68136- Medical Billing and Coding Program

This combined 80-hour billing and coding course offers the skills needed to solve insurance billing problems, manually file claims (using the CPT and ICD-10 manual), complete common insurance forms, trace delinquent claims, appeal denied claims and use generic forms to streamline billing procedures. The course covers CPT, specialty fields, ICD-10, medical terminology, and basic claims processes for medical insurance and third-party reimbursements.

21 Classes, Mon. & Thurs., 6-9:30, & Sat. 9-3, Mar. 12, \$1,899

68140- Medical Administrative Assistant Program

The medical administrative assistant's tasks consist of keeping medical records, greeting patients, billing and clerical duties, scheduling appointments, arranging for admission to the hospital and laboratory services, and checking supplies. A medical administrative assistant may also be required to perform certain clinical tasks, including documenting vital signs, performing simple lab tests, preparing patients for examination, and explaining treatment, medications, diet schedules, and procedures to the patient.

15 Classes, Mon. & Wed., 6-9:30, Mar. 14, \$999

Practical Nursing

Our Practical Nursing programs are designed to meet the MA State Nursing Board requirements and prepare graduates to sit for the NCLEX-PN licensing exam. If you are interested in a career in Nursing, contact our Practical Nursing Dept. at (508) 528-5400 x117 or visit www.tri-county.us.

78000- Day Program, 8 a.m.-2:30 p.m., Sept. 2017

78010- Evening Program (2 Yrs.), 4 p.m.-9:30 p.m., Sept. 2017

78300- Nursing Assistant (CNA)

This program is state-certified and provides students with the skills needed to work in a variety of medical settings. The course consists of classroom instruction followed by practice in a nursing lab. Students must show evidence of good health from their physician, proof of a negative TB test within the last six months, and be free of back problems and lifting restrictions. Upon completion of this course, students are eligible to apply for the State Department of Public Health exam. Textbook and supplies are included. Further admission requirements listed on website.

28 Classes, Mon. & Wed., 5-8:30, Feb. 5, \$949

Cosmetology Programs Cosmetology and Aesthetics

Our Cosmetology programs are designed to meet the MA State Board requirements for licensure in each concentration. Upon successful completion of these programs, students will be eligible to sit for the State Board exams for licensure. Complete program descriptions are available by contacting our Continuing Education Office or by visiting our website. www.tri-county.us

**70100- Adult Day Cosmetology
180 Sessions, Mon.-Fri.,
8:30 a.m. - 2:30 p.m., Sept. 2019**

**70110- Adult Evening Cosmetology
170 Sessions, Mon.-Thurs.,
4:30 p.m. - 10:30 p.m., Sept. 2019**

**70130- Aesthetics & Skin Care
300 hours of instruction.
75 Sessions, Tues. & Thurs., 4-8, Sept. 2019**

TEAS Test for Practical Nursing

- January 27, 2018
8 a.m. - 1 p.m.
- March 3, 2018
8 a.m. - 1 p.m.

Fee is \$90. Contact Practical Nursing at 508-528-5400, ext. 117 to reserve your seat.

NOTE: Unless otherwise indicated, all classes included in this booklet operate on an evening schedule. The date listed in each description is the class start date. Full descriptions of each course are available on our website: www.tri-county.us.

GENERAL INFORMATION

*BOOKS AND SUPPLIES:

Students may be required to purchase a textbook or supplies/equipment at an additional fee. Instructors will advise. Please remember to bring any supplies listed in the course description to the first night of class. If there is a materials fee payable to the instructor, please remember to bring a check or cash for that amount on the first night of class. *Registration received less than one week before class cannot guarantee books/supplies for class.

CANCELLATIONS:

There will be no evening classes on days when school is canceled.

On days when school is in session and evening classes have to be canceled due to weather, announcements will be broadcast on WBZ-TV, WCVB-TV, WHDH-TV, and FOX.

NO SCHOOL/HOLIDAYS:

Jan. 16 - Martin Luther King Day • Feb. 20-24 - Winter Break • Apr. 14 - Good Friday • Apr. 17-21 - Spring Break • May 29 - Memorial Day

TRI-COUNTY RVTHS SCHOOL COMMITTEE MEMBERS

Steven Trask, Chairman
Franklin

David Bento, Vice Chair
Medfield

Douglas Brown, Secretary
Seekonk

Adeline Bee
North Attleboro

Paul Carbone
Franklin

Jonathan Dowse
Sherborn

Louis E. Hoegler
Walpole

Brian Mushnick
Norfolk

Heidi Perkins
Millis

Linda Reynolds
Medway

Gregory St. Lawrence
North Attleboro

Robert Wilkinson
Plainville

Janice Young
Walpole

Joseph Zahner, Jr.
Wrentham

DISCLAIMER: Every effort has been made to ensure accuracy within this publication as of the publishing date. All policies, procedures, tuition fees, and curriculum, however, are subject to change at any time by the appropriate action of the instructor or the administration of Tri-County. This publication is not intended to be a contract, explicit or implied, and the school reserves the right to make changes regarding the information contained herein.

TRI-COUNTY RVTHS CONTINUING EDUCATION PROGRAM

REGISTRATION

SPRING SEMESTER: JAN.- JUNE 2018
REGISTRATION IS ONGOING

REGISTER BY:

CASH (in person)

CHECK (in person or mail)

CREDIT CARD (online, phone, fax, or mail)

LIKE our Facebook page: Facebook.com/TCAAdultEd/

TELEPHONE: (508) 528-5400, ext. 126

FAX: (508) 528-3698

MAIL: Tri-County RVTHS

Continuing Education

147 Pond Street

Franklin, MA 02038

EMAIL: reynolds@tri-county.us

Tri-County RVTHS
Continuing Education Registration
147 Pond Street
Franklin, MA 02038

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OUR MISSION

Through a rigorous, comprehensive program of vocational/technical and academic preparation, as well as a progressive system of individual support and guidance, we strive to maximize the potential of each student for successful transition to full-time employment, to the pursuit of higher education, to a personal commitment of lifelong learning, and to full participation as creative, responsible, productive American citizens.

TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
Continuing Education - Registration Form
Please make checks payable to "Tri-County RVTHS"

Register online at
www.tri-county.us

FULL PAYMENT IS DUE UPON
REGISTRATION

NOTE: There will be a \$20 charge for all returned checks. We reserve the right to cancel a class if there is low enrollment.

Refund Policy

There is a \$10 processing fee for all refunds.
(Aesthetics, Cosmetology, and Nursing programs fee is \$100)

If you withdraw:

1 week or more before the start date:

- 100% minus the processing fee

Less than 1 week before the start date, you will receive a pro-rated refund as follows:

- **Before the 2nd class**
60% of course fee minus processing fee
- **Before the 3rd class**
40% of course fee minus the processing fee
- **After the 3rd class**
No refunds

Name: _____ Returning Student
Address: _____
City/State/Zip: _____
Phone (Home): _____ Cell: _____
E-mail Address: _____

Course #	Course Title	Course Fee
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
Add Registration Fee: (\$10.00 per student per semester)		
TOTAL:		_____

Please bill my: VISA MasterCard DISCOVER AMEX
Card No.: _____ Expiration Date: _____
Signature: _____ Validation Code: _____

Please read our refund policy carefully.