

Advance

Spring 2011

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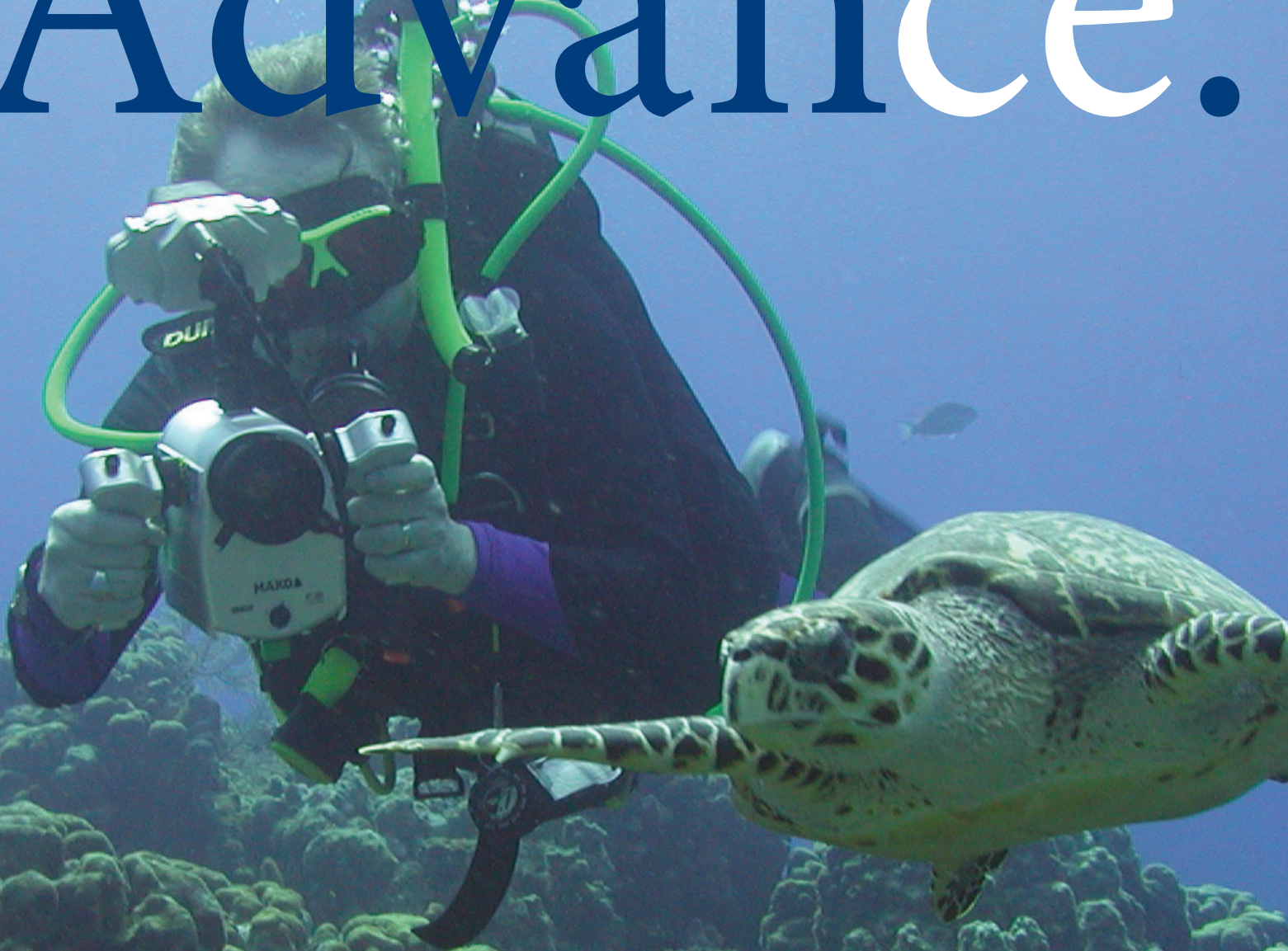
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GEORGIA SOUTHERN CONTINUING EDUCATION CENTER

Advance.



SPRING CATALOG 2011

<http://ceps.georgiasouthern.edu/conted>

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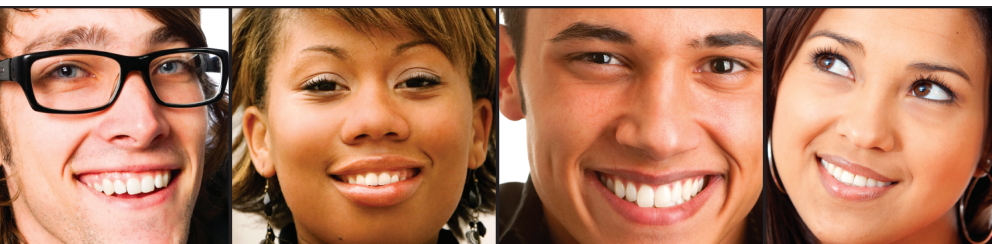
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Located on the campus of Georgia Southern University, the state-of-the-art Nessmith-Lane facility offers all of the services of a first-rate conference center. Featuring multiple meeting rooms to accommodate nearly any size of conference, meeting or event, the facility is equipped with wireless Internet access and “smart classroom” technology.

As a unit of the Division of Continuing Education and Public Service, the Nessmith-Lane Continuing Education Building is the campus’ premiere site for community and regional rental events.

Our building’s amenities include:

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Whether you are planning a regular monthly meeting, executive retreat, workforce training, a major regional conference, party, reunion or wedding reception, Nessmith-Lane’s friendly and knowledgeable staff is focused on handling all the details. Our professional staff will ensure an outstanding experience.

For more information on how to book your event at the Nessmith-Lane Continuing Education Center, please contact Margaret Lee-Jones at 912.478.5555 or leejones@georgiasouthern.edu or visit www.georgiasouthern.edu/nessmith-lane

ON THE COVER:

Dr. Brooks A. Keel, Ph.D., President of Georgia Southern University, has plunged into his new role literally. Since arriving on the campus in January, 2010 the ardent scuba diver has added continuing education scuba instructor to his duties. See page 7 for details on the course he and his wife, Dr. Tammie Schalue plan to teach.

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Contact us.

ADMINISTRATIVE OFFICES: P.O. Box 8124, Statesboro, GA 30460-8124

Dr. Tony Bretti • Dean
Division of Continuing Education and Public Service
912.478.5966 • tbretti@georgiasouthern.edu

Tina Brookins • Secretary to the Dean
Division of Continuing Education and Public Service
912.478.5118 • tbrookin@georgiasouthern.edu

Charlotte Parrish-Woody • Director of Marketing
Division of Continuing Education and Public Service
912.478.1222 • c_woody@georgiasouthern.edu

Sybil Fickle • Program Development Specialist
912.478.5557 • sfickle@georgiasouthern.edu

Judy Fogarty • Program Development Specialist
912.478.2561 • jfogaraty@georgiasouthern.edu

Judy Hendrix-Poole • Program Development Specialist
912.478.5993 • jhendrix@georgiasouthern.edu

J. Marie Lutz • Program Development Specialist
912.478.1763 • j-lutz@georgiasouthern.edu

Janice Reynolds • Program Development Specialist
912.478.1755 • janreyn@georgiasouthern.edu

Holly Brannen • Assistant Program Development Specialist
912.478.5556 • hbrannen@georgiasouthern.edu

Stephanie Key • Assistant Program Development Specialist
912.478.5360 • ssheppard@georgiasouthern.edu

Silke Ledlow • Assistant Program Development Specialist
912.478.2374 • silkeledlow@georgiasouthern.edu

Jennifer Morriss • Assistant Program Development Specialist
912.478.0538 • jennifermorriss@georgiasouthern.edu

Kelly Pye • Assistant Program Development Specialist
912.478.7977 • kpye@georgiasouthern.edu

Megan Quinn • Assistant Program Development Specialist
912.478.2584 • mquinn@georgiasouthern.edu

Marie Williams • Assistant Program Development Specialist
912.478.2260 • marieawilliams@georgiasouthern.edu

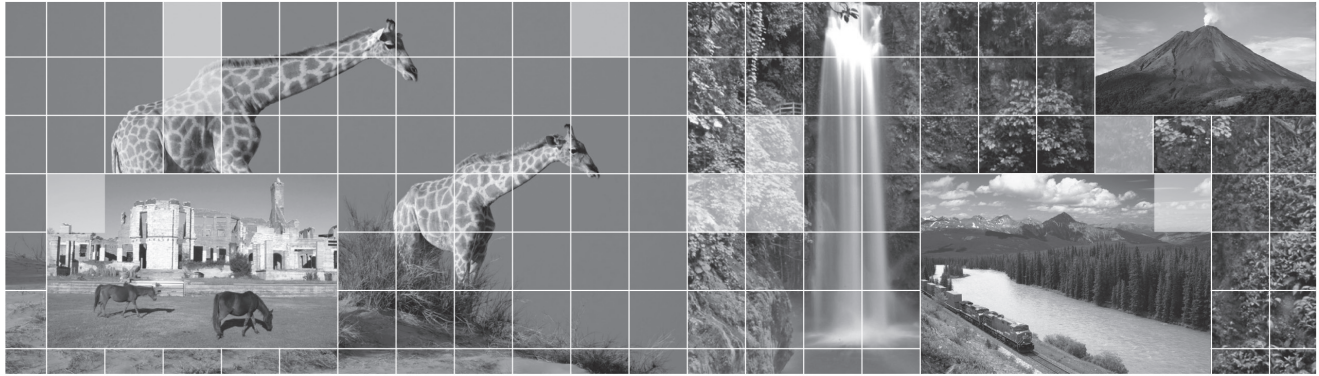
Linda Tyler • Registration Specialist
912.478.5551 • ltyler@georgiasouthern.edu

Barbara Weiss • Web Site Design/Publication Specialist
912.478.5722 • bweiss@georgiasouthern.edu

If you would like to place an ad in a future issue of this publication, please call 912.478.1222 for more information.

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Dates: 1/17/2011 to 1/27/2011

—SPECTACULAR SOUTH AFRICA—

TRIP NUMBER 394586

In this 13-day stay, you will experience breathtaking mountain scenery, winding coastlines, and remarkable cultural diversity in the adventure capital of the world—South Africa!

Dates: 2/17/2011 to 3/1/2011

—FROM THE OUTBACK TO THE GLACIERS—

TRIP NUMBER 394846

Experience the excitement of Australia and New Zealand on this 20-day excursion. Highlights include: Melbourne, Alice Springs, Ayers Rock, Cairns, Great Barrier Reef, Sydney Christchurch, Franz Josef Glacier Region, Queenstown Milford Sound, and Mt. Cook National Park.

Dates: 3/17/2011 to 4/5/2011

—SPRINGTIME TULIP RIVER CRUISE—

TRIP NUMBER 394875

Unpack once for a relaxing seven-night river cruise on the waterways of Holland and Belgium. Admire Holland's windmills of Kinderdijk – a UNESCO World Heritage site, and explore the historic cities of Arnhem, Ghent, and medieval Bruges.

Dates: 3/25/2011 to 4/2/2011



For a complete listing of all the Flying Eagles Travel Trips, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/travel.html>

—ALASKA DISCOVERY—

TRIP NUMBER 394846

Join us on an unforgettable seven-night Princess cruise of Alaska. What better way to explore such a vast and undisturbed region. Your tour begins in Fairbanks. Enjoy the best of both land and sea, highlighted by accommodations in a balcony cabin.

Dates: 6/4/2011 to 6/16/2011

—BRITISH LANDSCAPES—

TRIP NUMBER 395512

Feel the vibrant energy of England, hear the unique sounds of Scotland, and see the rolling countryside of Wales on a trip that combines the exploration of dramatic history and natural wonders.

Dates: 7/28/2011 to 8/6/2011

—RUSSIAN RIVER CRUISE—

TRIP NUMBER 395511

Enjoy a guided river cruise and tour the Hermitage Museum. Visit the magnificent Catherine Palace. Explore the Kremlin, and view the collection of imperial treasures in the Armory Museum. Highlights include Red Square and St. Basil's cathedral.

Dates: 8/14/2011 to 8/24/2011

—DISCOVER QUEBEC BY RAIL—

TRIP NUMBER 395509

Spend two nights in Fairmont Chateau Frontenac and soak in the European style and grandeur. Travel via overnight train on VIA Rail's Chaleur. Visit Bonaventure Island and witness thousands of gannets.

Dates: 9/6/2011 to 9/15/2011

—REFLECTIONS OF ITALY—

TRIP NUMBER 395504

Welcome to beautiful Italy, a land rich in history, culture, art and romance. Highlights include Rome, the Colosseum, Assisi, Perugia, Siena, Florence, the Chianti Winery, Venice, Murano Island, Lugano, Switzerland, and Como! Join us!

Dates: 10/24/2011 to 11/2/2011

ATLANTA BALLET DANCE INTENSIVE — FOR INTERMEDIATE STUDENTS —

Presented by the Atlanta Ballet Centre for Dance Education
11AACCE2441A

Chosen by audition, students ages 11 years and up will have the opportunity to participate in an intensive program featuring a challenging, comprehensive curriculum that emphasizes strong technique, artistry, and performance. Led by Atlanta Ballet Centre's artistic director and dean, this summer program offers outstanding faculty and master guest teachers dedicated to helping each student maximize his or her potential.

Dates: Sunday to Friday, 7/10/2011 to 7/22/2011

For the audition schedule, visit the Atlanta Ballet website at www.atlantaballet.com.

Questions about the program contact:
Betsy Rothermel at 404.873.5811, ext 310



WRESTLING CAMP

11DACCE4120A



Hosted by the Georgia Southern University Wrestling Team, the "Camp of Champs" wrestling camp will offer instruction to middle and high school students in the sport of wrestling. Instruction, technique, philosophy, and fun are all covered and included.

Dates: Thursday to Saturday, 6/23/2011 to 6/25/2011

Times: 9:00 AM to 5:00 PM

Location: Recreational Activity Center (RAC), Statesboro, GA

Cost: \$175 per person

Instructors: Georgia Southern University Wrestling Team and Coaches

To register or for more information, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/camps.html>

BOOTCAMP WEIGHT LOSS PROGRAM

11CACCE4284A

This is a 12-session intense workout program geared for those who are serious about losing weight and getting fit! Each participant will be assessed on the first and last day to see their progress.

Dates: Tuesdays, Thursdays and Sundays, 2/1/2011 to 3/1/2011 (no class 2/10/2011)

Times: 7:00 PM to 8:00 PM (Tuesdays and Thursdays),
3:00 PM to 4:00 PM (Sundays)

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$120 per person

Instructor: Joy Branch is a Statesboro resident and has ten years of fitness experience. Joy has her AMFPT Certified Personal Training certification and Sports Nutritionist certification and she is also a Healthways Certified Instructor.

To register or for more information, please contact Stephanie Key at 912.478.5557 or skey@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/bootcamp.html>

PRACTICAL HORTICULTURE FOR HOMEOWNERS

11CACCE3088A



This short course is designed specifically for homeowners and interested gardeners regarding useful information on how to select, plant, prune, fertilize and care for trees, shrubs, and lawns. Take the whole course or your choice of sessions.

Time: 6:30 PM to 8:00 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$25 per person for each individual session
\$50 per person or \$75 per couple for complete series

Instructor: Henry Clay wrote regular horticulture columns for the Savannah Morning News and routinely presented television programs that were shown on Savannah and Augusta stations and the Education Television Network. He is a retired associate professor emeritus from the University of Georgia. Currently, Mr. Clay operates a part-time business called Custom Landscape Designs.

SESSION ONE • PRUNING SHRUBS AND TREES – TOOLS AND TECHNIQUES

Shrubs, trees, and ground cover all need to be pruned correctly, so get your tips and techniques in this session.

Date: Tuesday, 2/22/2011

SESSION TWO • PLANTING TREES AND SHRUBS

Give your new plants a good start: learn how to fertilize trees, lawns, and shrubs.

Date: Tuesday, 3/1/2011

SESSION THREE • INSECTS AFFECTING ORNAMENTAL PLANTS

Find out how to control insects and diseases that may be affecting your ornamental plants.

Date: Tuesday, 3/8/2011

SESSION FOUR • LANDSCAPE DESIGN

Walk through the basic steps and principles of landscaping your home.

Dates: Tuesdays, 3/15/2011 and 3/22/2011

For more information, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or Jennifer Morriss at 912.478.0538 or jennifermorriss@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/horticulture.html>

BEGINNER'S GUITAR

11ACCE4283A

Want to learn how to play your favorite song? Tired of mashing buttons on a Guitar Hero toy? Even with no prior musical experience, you can rock! For beginners, the approach is patient and at the student's pace. Learn the basics: proper technique, chords, and scales, along with the history and origins of the guitar and the role it plays in modern music.

Date: Wednesdays, 2/2/2011 to 3/9/2011

Time: 5:30 PM to 6:30 PM

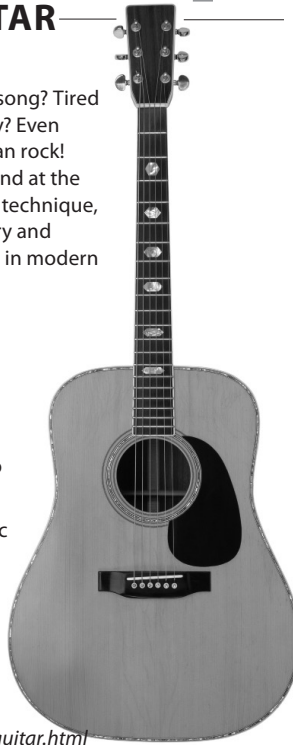
Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$65 per person

Instructor: Justin Prevatt is a Statesboro native with over ten years' experience in music composition, production, and performance. He has served in the music production industry, notably with Grammy award winning artist India Arie.

For more information, please contact Jennifer Morriss at 912.478.0538 or jennifermorriss@georgiasouthern.edu or visit

<http://ceps.georgiasouthern.edu/conted/guitar.html>



FACE TO FACE GRE PREP COURSE

11ACCE4237A

Increase your GRE scores with personalized instruction from a Georgia Southern University professor. Learn successful GRE test-taking strategies and time-saving techniques in an interactive, small group setting. No more boring online prep courses! This face-to-face course will engage you and promote a faster and more retentive learning environment. Visit the website for summer and fall dates.

Dates: Wednesdays, 1/19/2011 to 3/9/2011

Time: 6:30 PM to 8:30 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$129 per person

Instructor: Dr. Brian Bossak is an assistant professor of Environmental Health Sciences in the Jiann-Ping Hsu College of Public Health at Georgia Southern University. He scored in the 97th percentile for the GRE.

For more information, please contact Jennifer Morriss at 912.478.0538 or jennifermorriss@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/greprep.html>

DIGITAL PHOTOGRAPHY

Location: Nessmith-Lane Building, Statesboro, GA

Instructor: Mandy Hulsey has received training through GPPA and PPA schools. She has been employed at *LaRita and Company Professional Photography* for over five years.



DIGITAL PHOTOGRAPHY I 11DACCE4121A

Learn to use all the features your point-and-shoot digital camera has to offer! This course will focus on understanding basic camera features: settings and modes, learning digital terminology, and using your manual. You will practice uploading your digital images to a computer, saving them to an external drive, and ordering prints of your images online.

You will need: a digital camera with its manual and all components (USB cord or card reader, battery, memory card) and a CD or jump drive.

Date: Sunday, 4/3/2011

Time: 3:00 PM to 6:00 PM

Cost: \$45 per person

For more information, please contact Jennifer Morriss at 912.478.0538 or jennifermorriss@georgiasouthern.edu or Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/digital.html>

DIGITAL PHOTOGRAPHY II

11DACCE4122A

Learn the facets and explore the capabilities of your digital camera! In this course you will learn the definition and significance of aperture, shutter speed, ISO and white balance. You will experiment with exposure, composition, night photography, and a few basic lighting techniques.

You will need: A digital camera with manual setting capabilities, the owner's manual, and all camera components (USB cord or card reader, battery, memory card), a CD or jump drive, and a tripod.

Prerequisites: Digital Photography I or the equivalent experience.

Dates: Sundays, 4/10/2011 and 4/17/2011

Time: 3:00 PM to 5:00 PM

Cost: \$49 per person

DIGITAL PHOTOGRAPHY III

11DACCE4123A

Learn to begin seeing in a new way and experiment with digital photography conceptually. Whether through portraiture, landscape, or abstract images, you will be challenged to think critically and learn to express ideas creatively with photography as your tool. You will also be introduced to some basic components of Adobe Photoshop that will allow you to format your files and crop, color correct, and layer your images.

You will need: a digital camera with its manual and all components (USB cord or card reader, battery, memory card), and CDs or a jump drive with at least 2GB of space.

Prerequisites: Digital Photography II or the equivalent experience.

Dates: Sundays, 5/1/2011, 5/8/2011 and 5/15/2011

Time: 3:00 PM to 5:00 PM

Cost: \$59 per person



COMING SOON! OPEN WATER SCUBA DIVING CERTIFICATION

If you've always wanted to learn how to scuba dive, discover new adventures or simply see the wondrous world beneath the waves, this is where it starts. Throughout the course, you'll learn the fundamentals of scuba diving, including dive equipment and techniques. The fun part about this course is...well, just about all of it because learning to dive is incredible. You breathe underwater for the first time (something you'll never forget) and learn what you need to know to become a certified diver.

Instructors: Dr. Brooks A. Keel and Dr. Tammie Schalue

For more information, please contact Stephanie Key at 912.478.5360 or skey@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/scuba.html>

FOR PUPPIES AND DOGS OF ALL AGES

OPPORTUNITIES FOR DOG TRAINING

Contact: Dogs Live Happy at 912.852.2200 to arrange a date and time.

Location: Dogs Live Happy, 1679 Akins Anderson Road South (on 301 South - next to FedEx), Statesboro, GA

Instructor: Sissy Haskell, ABCDT, Certified Professional Dog Trainer and graduate from ABC (Animal Behavior College). She specializes in puppy and adolescent training, the shy and fearful dog, and basic obedience.

EVALUATION SESSION FOR BEHAVIORAL TRAINING

Instructor designs an individualized training program for you and your dog.

Cost: \$55 per person

PUPPY JUMP START / PUPPY SOCIAL

Learn puppy commands and offers socialization for your puppy.

Cost: \$100 per person

DOG MANNERS

Teach your dog to follow commands, including basic obedience.

Cost: \$25 per session

CGC PREP CLASS – CANINE GOOD CITIZEN PROGRAM

Teach your dog to follow commands, including basic obedience.

Cost: \$45 per person

OFF-LEASH TRAINING CLASS

Teach your dog to comply while off-leash.

Cost: \$35 per session

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/dogobedience.html>

BALLROOM DANCE CLASSES

Please arrive 15 minutes early for the first class to allow time to sign a required Waiver of Liability.

Time: 7:00 PM to 8:30 PM

Location: College Plaza Activity Room, Statesboro, GA

Cost: \$75 per person or \$125 per couple

Instructors: Jimmy & Gail McNeely have been taking professional dance lessons for nine years and have been teaching for four years. They have participated in numerous showcases at the Marriott and the Landings in Savannah, the Sea Palms Resort on St. Simons, and Pickney Hall at Sun City.

SALSA/MAMBO

11CACCE4296A

In theory Salsa and Mambo are really the same dance. They are both based on the Clave beat, yet the feel is totally different. Join Jimmy and Gail to learn how to dance on the edge of the music!

Dates: Thursdays, 1/20/2011 through 2/24/2011

TANGO

11CACCE4297A

The history of tango music is fascinating, with many unexpected twists and turns, and filled with fabulous characters. Tango is as old as jazz, and the variety of the music is as wide. Join us in learning a dance that has had profound implications for the way we dance today!

Dates: Thursdays, 3/10/2011 through 4/14/2011

For more information, please contact Marie Williams at 912.478.2260 or mariewilliams@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/dance.html>



HOW TO SAVE SOUTHERN STYLE

11CACCE4217A

Learn how to save money you already have! Jenny's family went from spending \$650 a month on groceries to only spending \$250 a month. What would you do with an extra \$400 each month? Jenny will teach you how to save at least 50 percent each week on your grocery, household, and personal care expenses! All participants will also receive Jenny's couponing workbook.

Date: Monday, 1/24/2011

Time: 6:00 PM to 8:30 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$25 per person

Instructors: Jenny Martin from southernsavers.com

For more information, please contact Stephanie Key at 912.478.5360 or skey@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/howtosave.html>

LIFELONG LEARNING UNIVERSITY



We are committed to creating accessible and innovative learning environments for southeast Georgia, with special focus on community members who are ages 50 and up. We plan to provide an excellent lifelong learning program while embracing a diverse collection of courses designed to expand knowledge and enrich the lives of the participants. Instructors are carefully selected to assure they have the academic qualifications, a passion for the topic, and a love of teaching in order to create a meaningful and fun learning environment.

BASIC COMPUTERS

11CACCE4262A

Does the thought of a mouse and a keyboard make you want to run to the typewriter? Want to learn how to surf the Web? This fundamental introduction to computers is geared towards seniors and those with minimal computer knowledge.

Dates: Tuesdays and Thursdays, 2/8/2011 to 2/24/2011

Time: 6:30 PM to 8:30 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$50 per person

Instructor: Jim Hughes holds a B.S. in Business Administration and taught Microsoft Applications for eight years as an adjunct instructor at Florida College in Jacksonville.

YIKES! IT'S ALIVE

11CACCE4273A

This two-hour program is designed to help replace fear of snakes with respect for them. Almost everyone is enthralled by snakes, from the smallest garden variety to the venomous rattlesnake. Have you ever wondered how a snake can eat something larger than its head? We will observe a snake eating and learn about their habits and habitats by using snakes which are common in our area. Live snakes will be on-hand for you to observe and to handle.

Date: Saturday, 2/26/2011

Time: 10:00 AM to 12:00 PM

Location: Center for Wildlife Education, Statesboro, GA

Cost: \$25 per person

Instructor: Steve Hein is the Director of the Georgia Southern University Wildlife Center and brings his passion for falconry, artistic talent, business skills, and a tremendous sense of fun to his work.

COFFEE TASTING

11CACCE4265A

Learn about the rich and aromatic origin of coffee and how it is prepared from several different regions of the world. Taste several types of coffee and sample roasting methods.

Date: Tuesday, 3/8/2011

Time: 9:00 AM to 11:00 AM

Location: Latte Da Coffee Café, Statesboro, GA

Cost: \$10 per person

Instructors: Wayne Hart and Scott Miller. Wayne is the owner of Latte Da Coffee Café and has extensive knowledge and a great love of coffee.

INTRODUCTION TO MICROSOFT APPLICATIONS

11CACCE4263A

Introduction to the world of Microsoft applications! This class is designed for beginners who have little to no knowledge of how to use the Microsoft Word program. Simple Microsoft Excel applications also will be introduced.

Dates: Tuesdays and Thursdays, 3/1/2011 to 3/17/2011

Time: 6:00 PM to 8:00 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$50 per person

Instructor: Phil Boyum holds a Bachelor of Business Administration in Management Information Systems from the University of Texas and taught C.E. computer courses at Texas A&M-Kingsville.

LIFE WRITING

11CACCE4266A

Turn your personal experiences into written treasured keepsakes for your children and grandchildren. Everyone has a story to tell. Mary will help you construct a piece of work that tells a tale you have lived. You will leave with a non-fiction piece that you can share with family and friends for years to come.

Date: Wednesdays, 3/2/2011 to 3/30/2011

Time: 5:30 PM to 7:30 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$59 per person

Instructor: Mary Marwitz holds an M.F.A. in creative writing, and is a writing professor at Georgia Southern University. She will help you fine-tune your writing skills, find your voice, and express yourself.

FACE OFF WITH FACEBOOK

11DACCE4267A

Has the fear of having your personal information spread across the internet kept you from trying out the world's largest social network? Facebook settings are just too confusing for most non-tech savvy people. You will learn to set your own security and privacy options and the basics of navigating the pages. You will be able to tag photos, create photo albums and most importantly, connect with family and friends!

Dates: Tuesdays and Thursdays, 4/5/2011 to 4/14/2011

Time: 12:00 PM to 1:00 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$20 per person

Instructor: Jennifer Morriss is an assistant program development specialist at Continuing Education. She uses Facebook on a daily basis for marketing purposes as well as personal and social networking.

For more information, please contact Jennifer Morriss at 912.478.0538 or jennifermorriss@georgiasouthern.edu or Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/lifelonglearning.html>

LIFELONG LEARNING UNIVERSITY

WALKING CLASS • 11DACCE4268A

Class meets twice a week for 45-60 minutes of on foot adventure! Join our fitness professional as she explains the benefits of an active lifestyle and emphasizes the ease of walking yourself to a fit and new you!

Dates: Mondays and Wednesdays, 4/4/2011 to 4/27/2011

Time: 8:00 AM to 9:00 AM

Location: Walking destinations around town, Statesboro, GA

Cost: \$40 per person

Instructor: Meghan Shealy is a National and State Registered EMT-Intermediate and a fitness fanatic.

TAI CHI • 11DACCE4270A

Tai Chi is a group of diverse medical and health care systems, practices, and products that are not presently considered to be part of conventional medicine. Tai chi is sometimes referred to as "moving meditation". Learn to move your body gently, and with awareness.

Dates: Tuesdays and Thursdays, 4/5/2011 to 4/28/2011

Time: 6:00 PM to 7:00 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$59 per person

Instructor: Li Gu has practiced Tai Chi for 10 years.

CONTAINER GARDENING • 11DACCE4269A

Join horticulture expert Henry Clay, as he shows you how to create your very own potted piece of living art! In this 2 hour workshop, you will learn the basics of container gardening and leave with your very own unique garden dish.

Date: Tuesday, 4/26/2011

Time: 10:00 AM to 12:00 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$30 per person

Instructor: Henry Clay wrote regular horticulture columns for The Savannah Morning News and owns a local landscaping business.

GRAPE EXPECTATIONS: A WINE TASTING AT MEINHARDT VINEYARDS • 11DACCE4274A

Come join us for a relaxing evening at Meinhardt Vineyards. Learn the basics of taste, how to recognize and describe varietal characteristics, and to identify personal likes and dislikes.

Date: Friday, 4/29/2011

Time: 6:30 PM to 8:30 PM

Location: Meinhardt Vineyards, Statesboro, GA

Cost: \$20 per person



YOUTH COLLEGE

The Youth College Program serves 3rd through 12th grade students of Bulloch County. We are committed to providing an opportunity that will allow them to explore their creativity, challenge their minds, and build new and lasting relationships in a university setting. Future program areas will include Science, Foreign Languages, Animal/Reptile Discovery, Art, Music, Photography, Youth Leadership, and College Prep.

Millie Lewis
Modeling and Development Center

MILLIE LEWIS MODELING & DEVELOPMENT CENTER

NOW AT GEORGIA SOUTHERN UNIVERSITY AND STATESBORO!

Established in 1982, Millie Lewis has been serving the Savannah and Hilton Head communities for more than 28 years offering personal development and modeling courses for kids and teens!

Location: Nessmith-Lane Building, Statesboro, GA

Instructor: Audra Marie started her modeling career at the young age of 14 at Millie Lewis Modeling & Development Center, Savannah GA and since the age of 15 has been a Top Model with FORD Models NYC.

KIDS CLUB

11CACCE4285A • STARTS FEBRUARY 7

11CACCE4285B • STARTS MARCH 5

11DACCE4285A • STARTS APRIL 9

In a fun instructional environment, your child ages 4-8, will learn important topics from good grooming habits and table manners to speaking clearly and building self confidence. Your child should be well behaved and able to take direction.

Date: Mondays, 2/7/2011 to 2/28/2011 • **Time:** 4:00 PM to 5:00 PM

Date: Saturdays, 3/5/2011 to 3/26/2011 • **Time:** 10:00 AM to 11:00 AM

Date: Saturdays, 4/9/2011 to 4/30/2011 • **Time:** 10:00 AM to 11:00 AM

Cost: \$225.00

For more information, contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu or Holly Brannen at 912.478.5556 or hbrannen@georgiasouthern.edu or Megan Quinn at 912.478.1761 or mquinn@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/youthcollege.html>

PRE-TEEN PERSONAL DEVELOPMENT

11CACCE4286A • STARTS FEBRUARY 7

11CACCE4286B • STARTS MARCH 5

11DACCE4286A • STARTS APRIL 9

Designed for girls, 9-12 years old, the Pre-teen Personal Development Course covers the same topics as the teen course but with a focus on the middle school level. Both courses establish a strong foundation of self confidence and a positive attitude in achieving personal goals.

Date: Mondays, 2/7/2011 to 2/28/2011 • **Time:** 5:30 PM to 7:00 PM

Date: Saturdays, 3/5/2011 to 3/26/2011 • **Time:** 11:30 AM to 1:00 PM

Date: Saturdays, 4/9/2011 to 4/30/2011 • **Time:** 11:30 AM to 1:00 PM

Cost: \$375.00 per person

TEEN PERSONAL DEVELOPMENT

11CACCE4287A • STARTS FEBRUARY 7

11CACCE4287B • STARTS MARCH 5

11DACCE4287A • STARTS APRIL 9

Offered to teenage girls, 13-17 years old, the Teen Personal Development Course is structured to develop their personality, social skills and grooming techniques. Topics include wardrobe planning, social graces, makeup techniques, skin care and handling peer pressure. Class concludes with a photo session.

Date: Mondays, 2/7/2011 to 2/28/2011 • **Time:** 7:30 PM to 9:00 PM

Date: Saturdays, 3/5/2011 to 3/26/2011 • **Time:** 1:30 PM to 3:00 PM

Date: Saturdays, 4/9/2011 to 4/30/2011 • **Time:** 1:30 PM to 3:00 PM

Cost: \$375.00 per person

UPCOMING CONFERENCES 2011

JANUARY 22 • 24TH ANNUAL SOUTHERN CONFERENCE ON CHILDREN
<http://ceps.georgiasouthern.edu/conted/scoc.html>

JANUARY 28 • PROJECT LEAD THE WAY COUNSELOR CONFERENCE
<http://ceps.georgiasouthern.edu/conted/pltw.html>

FEBRUARY 4 • STUDENT SUCCESS IN WRITING CONFERENCE
<http://ceps.georgiasouthern.edu/conted/success.html>

FEBRUARY 11 - 12 • 10TH ANNUAL SOUTHEASTERN CONFERENCE ON CROSS-CULTURAL ISSUES IN COUNSELING AND EDUCATION
<http://ceps.georgiasouthern.edu/conted/ccissues.html>

FEBRUARY 25 • FAMILY AND WORKPLACE VIOLENCE CONFERENCE
<http://ceps.georgiasouthern.edu/conted/violence.html>

FEBRUARY 25 - 26 • 20TH ANNUAL BRITISH COMMONWEALTH AND POST COLONIAL STUDIES CONFERENCE
<http://ceps.georgiasouthern.edu/conted/bcps.html>

MARCH 6 - 9 • 22ND ANNUAL NATIONAL YOUTH-AT-RISK CONFERENCE
www.nationalyouthatrisk.com

MARCH 9 - 11 • THE SOTL COMMONS
<http://academics.georgiasouthern.edu/ijstl/conference/2011/index.htm>

MARCH 31 - APRIL 1 • 8TH ANNUAL SOUTHEAST COASTAL CONFERENCE ON LANGUAGES AND LITERATURES
<http://ceps.georgiasouthern.edu/conted/seccll.html>

APRIL 15 • UNDERSTANDING DEMENTIA & ALZHEIMER'S
<http://ceps.georgiasouthern.edu/conted/alzheimers.html>

JUNE 2 - 3 • 27TH ANNUAL ADVANCE PRACTICE UPDATE
<http://ceps.georgiasouthern.edu/conted/APU.html>

WOMEN'S FORUM LUNCHEON JEANS 4 JUSTICE

Sexual assault awareness month event!

Date: Friday, 4/8/2011

Time: 11:30 AM to 1:00 PM

Location: Holiday Inn, Statesboro, GA

Details at <http://ceps.georgiasouthern.edu/conted/womensforum.html>

ADMINISTRATIVE PROFESSIONALS DAY®

11DACCE1447A

Please join the Continuing Education Department in observing Administrative Professional's Day. This program, in recognition of the contributions of administrative professionals, is designed to be a fun and informative luncheon in honor of all that they do. We will also award the 2011 Administrative Professional of the Year.

Date: Wednesday, 4/27/2011

Time: 11:30 PM to 1:00 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$30 per person

For more information, please contact Stephanie Key at 912.478.5360 or skey@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/adprofday.html>

CERTIFICATE IN PROFESSIONAL HUMAN RESOURCE MANAGEMENT

11CAABA1006A

Offered in cooperation with the Society for Human Resource Management, the SHRM Learning System is the nation's most effective prep course for the Professional in Human Resources (PHR) and Senior PHR (SPHR) certification exam.

Our experienced instructors cover Strategic Management, Workforce Planning & Employment, Labor Relations, Risk Management, Total Rewards and HR Development during the 36-hour class, with regular practice exams and content review in class and online.

The 2011 SHRM Learning System (valued at \$795) is included in the course fee and distributed at orientation.

Mandatory orientation: Monday, 1/31/2011, 6:00 PM - 7:30 PM

Dates: Mondays, 2/7/2011 to 4/25/2011

Times: 6:00 PM to 9:00 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$970, discounted to \$925 for SHRM members

Late rate: \$1,000 after noon, Friday, 1/21/2011

Registration ends: noon, Friday, 1/28/2011

Instructors: Our four instructors are subject-matter experts who together provide a combination of academic expertise, practical experience, and SPHR certification.

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763, seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/HRcertificate.html>

IN PARTNERSHIP WITH



SOCIETY FOR HUMAN
RESOURCE MANAGEMENT

SEE WHAT OUR SATISFIED CUSTOMERS HAVE TO SAY!

"I just completed the SPHR exam, and am now the newest SPHR! Thanks to Georgia Southern for the great preparation class.

Mary J. Nestor-Harper, SPHR, Director of Human Resources

"The class has been going great! We cover so much in those three hours -- I hate to miss even one class!"

Jessica Little, PSA/HR Representative

"I can honestly attest to the value of this class. My goal was to educate and prepare myself for future endeavors - also I felt that having the PHR designation would increase my value in the marketplace. Well, that's exactly what has happened - just by virtue of taking the class, I've learned a lot, and a local company found my resume appealing. I now am "HR & Risk Management Specialist" with a local logistics company. Making the move to a "true" HR role (vs. 15 years of experience in recruiting & training only) has been challenging, but fun. I wanted to thank you and others in the class for your encouragement and support in this process."

Barbara Cromer, HR & Risk Management Specialist, Coastal Logistics Group Inc.

"Looking at what we are covering, I can't imagine taking a three-day cram course and getting the knowledge we are picking up in the 12-week class. I am very pleased with my choice of training and appreciate the fact that it is right here in Savannah. Thanks again for all your support during this class. The experience with Georgia Southern's continuing education course has been wonderful. I'm looking at more classes in the future."

Kathy Casey, past class member

LEGAL AWARENESS IN THE WORKPLACE (LAW) SEMINARS

Individuals with (Senior) Professional in Human Resources (PHR/SPHR) certification earn 1.5 recertification credit hours for each seminar.

COST: \$59 • TIME FOR EACH SEMINAR • 6:00 PM TO 7:30 PM



Instructors are attorneys from Hunter McClean law firm in Savannah, GA

Learning the ins and outs of employment law while running a business or department is an impossible goal. Georgia Southern University's Continuing Education Center presents a better approach: complete your LAW (Legal Awareness in the Workplace) training "one bite at a time" when you have the time and the need to know a particular topic.

Through the Legal Awareness in the Workplace series, human resource professionals, supervisors, and other business leaders can attend one or more 90-minute training seminars on the employment law issue of their choice.

"The use of this seal is not an endorsement by HRCI of the quality of the program. It means that this program has met HRCI's criteria to be pre-approved for recertification credit."



LOCATION: COASTAL GEORGIA CENTER, SAVANNAH, GA

LAW 108: GEORGIA EMPLOYMENT LAW

Learn various Georgia employment law topics, the creation of at-will and contract employment, negligent supervision/retention of employees, defamation in the context of employment references, and workplace privacy. Explore Georgia discrimination and compensation laws in light of their federal counterparts.

Date: Tuesday, 1/11/2011

LAW 101: INTERNAL INVESTIGATIONS & DOCUMENTATION, DISCIPLINE & DISCHARGE

Learn the legal concerns of running a thorough employee investigation for harassment, accident, or more. Avoid charges of slander, libel, privacy violation, etc. From pre-hire procedures through discipline and discharge, what are the most effective ways to avoid employment-related claims against the company?

Date: Thursday, 4/14/2011

LAW 104: COORDINATING THE TRIAD OF FMLA, ADA, AND WORKER'S COMP

Three important federal laws intersect in telling you how to handle employees with medical conditions. This seminar addresses issues of paid leave, accommodation of injuries through light duty assignments, tardiness/absenteeism policies and more.

Date: Thursday, 7/14/2011

LOCATION: COLLEGE OF COASTAL GEORGIA, BRUNSWICK, GA

LAW 120: WAGE AND HOUR BEST PRACTICES

The Fair Labor Standards Act is one of the oldest of the federal employment laws and perhaps the most violated. It applies to businesses of all sizes regardless of the number of employees. Employees cannot consent to a waiver of the FLSA. Come learn how to avoid wage-hour claims and Department of Labor audits.

Date: Thursday, 2/10/2011

LAW 105: BEST PRACTICES IN RUNNING BACKGROUND AND REFERENCE CHECKS

Learn how the Fair Credit Reporting Act and its recent amendments affect your role in evaluating potential employees. The Equal Employment Opportunity (EEO) anti-discrimination law also affects how you run your pre-hire and post-employment background checks and investigations.

Date: Thursday, 5/12/2011

LAW 114: RETALIATION UNDER TITLE VII

Every supervisor needs to be aware of the proper way to treat an employee who has filed a harassment claim. Learn about the Supreme Court's evolving interpretation of retaliation and how that affects your firm.

Date: Thursday, 8/11/2011

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763, seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/lawseminar.html>

WORK SMARTER SERIES

Held on campus in Statesboro, our Work Smarter seminars are designed to help you improve professionalism and efficiency at work, while reducing interpersonal and productivity problems. We invite you to attend any two-hour seminar in the series that meets the training needs of you or your staff.

Time: 8:30 AM to 10:30 AM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$55 per person

Instructor: Ella Williamson is an experienced educator, trainer, and consultant. Ms. Williamson holds an M.S. degree in Social Work and is the author of *For Hurting Women in the Workplace* (Tate Publishing, 2009).

**PERFORMANCE EXCELLENCE THROUGH TRANSITION
11DACCE4257A**

Change can be threatening and uncomfortable. Learn about the fears, barriers and benefits involved in dealing with change, achieving positive change through a daily action plan, and going through the change process with others.

Date: Tuesday, 4/5/2011

For more information, please contact J. Marie Lutz at 912.478.1763 or seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/worksmarter.html>

**DIFFICULT PEOPLE, GOOD SOLUTIONS
11DACCE4258A**

Want to respond more effectively to difficult people and situations? Learn what triggers difficult people, how to maintain your composure, and what you can do to defuse negativism. Gain practical knowledge that you can apply at work.

Date: Tuesday, 6/7/2011

CREATE YOUR FIRM'S WRITTEN AFFIRMATIVE ACTION PLAN

This program has been approved for 4.0 (General) re-certification credit hours toward PHR, SPHR and GPHR re-certification through the HR Certification Institute.



11DACCE2045A

Georgia Southern University has recruited a former OFCCP compliance officer (with 15 years experience) to teach this seminar in AAP preparation. Topics include creating an Affirmative Action Plan, including the Workforce Analysis, Job Group Analysis, Utilization Analysis, and Goal Setting. Developing narratives, good faith efforts, personnel activities, adverse impact and supporting documentation will also be covered.

- Learn what your firm needs to do to be compliant.
- Work Force Analysis, Job Group Analysis, Eight Factor Availability Analysis, and Utilization Analysis.
- Applicant Flow, Hires, Promotions, and Terminations including AI analysis.
- All required AAP narrative sections.
- Veterans and Disabled AAP's including the changes in the invitation to self identify.
- Definition of an applicant.

Date: Tuesday, 4/12/2011

Time: 8:30 AM to 12:30 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$200

For more information, please contact J. Marie Lutz, SPHR, 912.478.1763, seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/AAPlan.html>



FUNDAMENTALS OF ENGINEERING EXAM REVIEW

11CAAST1061A

Review the fundamentals of engineering, covering primarily the areas of engineering sciences including mathematics, engineering mechanics, material science, engineering economy, electrical circuits, thermodynamics and computers. The goal of the course is to provide a refresher to the course participants. The course structure and content are based on the premise that participants have had prior exposure to the material as part of their undergraduate degree training in engineering or engineering technology.

Date: Saturdays, 2/5/2011 to 3/19/2011
no class on 3/12/2011 and 3/19/2011 – SPRING BREAK

Time: 9:00 AM to 4:00 PM

Location: Allen E. Paulson College of Science and Technology, Statesboro, GA

Cost: \$599; Georgia Southern University Student Fee: \$299

Registration Deadline: January 28, 2011

Instructors: Youakim Al-Kalaani, Nirmal Das, Anoop Arun Desai, Aniruddha Mitra, Gustavo Molina, and Mosfequr Rahman

For more information, contact Judy Hendrix-Poole at 912.478.5993 or visit <http://ceps.georgiasouthern.edu/conted/examreview.html>

BUSINESS ENRICHMENT THROUGH STRATEGIC TRAINING (BEST PRACTICES)

Georgia Southern University's new Business Enrichment through Strategic Training (BEST) seminar series gives business professionals fast, direct training on best practices in core management and workplace skills. Start your morning off right with your choice from our series of quick two-hour seminars with practical, focused training on a single issue.

Time: 6:00 PM to 8:00 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$99

BEST PRACTICES 106: CONFLICT RESOLUTION BY AND FOR WOMEN

11CACCE4302A

This workshop is designed to help women address combative attitudes and behaviors. Attendees will learn how to identify their personal styles, how to manage the conflict styles of others through better communication tools and techniques.

Date: Thursday, 3/10/2011

BEST PRACTICES 102: LEADERSHIP AND EFFECTIVE COMMUNICATION

11DACCE4011A

This program will provide participants with practical training on communication and leadership in the workplace. This program is designed to help participants:

- Learn how to get things done through communication
- Develop listening techniques to support and strengthen their team
- Discover how to create a trusting, honest, and dedicated team

Date: Thursday, 6/9/2011

BEST PRACTICES 101: MANAGING STRESS IN THE WORKPLACE

11AACCE4010A

Learn how to effectively reduce stress, choose positive options to react to stress, and develop an attitude to help prevent stressful situations. Participants will examine individual and group solutions to stressful circumstances.

- Learn to identify personal choices and decisions that contribute to stress
- Develop tools and techniques for managing stress
- Acknowledge that stress is an unavoidable part of life, but when managed properly, it can actually be positive

Date: Thursday, 9/15/2011

For more information, please contact J. Marie Lutz, SPHR, at 912.478.1763 or seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/BEST.html>



The Continuing Education Center at Georgia Southern University now offers ServSafe® training and certification to the public. Spring dates to be announced SOON.

For more information, please contact Jennifer Morriss, 912.478.0538, jennifermorriss@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/servsafe.html>

LEADERSHIP SKILLS FOR THE FRONT-LINE MANAGER



Instructors: Faculty are professors from Georgia Southern University's management, marketing and law fields, experienced in teaching real-life topics to working adults. Visit our Web site for their biographies.

Making the Transition to Supervision

What does it take to be a good supervisor? Review your transition into supervising, the new set of challenges you face, and the supervisory and time management skills you need to get the job done.

Developing People: Coaching, Counseling & Training

Why do employees need coaches and mentors? How can you assess your own coaching skills? Review which abilities are essential for you to do effective performance counseling.

The Law on Employee Management

One of the most difficult jobs a supervisor or manager faces is managing employees. Not only does this require good management practices, it also requires an understanding of the ways in which the law dictates what we can and cannot do, and what we must do, with our employees. After attending this session, participants should be better prepared to spot potential legal issues and deal with them before they turn into lawsuits.

Improving Morale & Motivation

What motivates your employees? What individual and situational factors affect their commitment to getting the job done? Learn which mistakes to avoid and ways to motivate your team.

11CAAABA1020A

What does it take to be a good supervisor? What motivates employees? Can you assess your own coaching skills?

Whether you work in field operations, maintenance, accounts payable, quality assurance, sales, customer service or communications (all represented in our last class), this in-depth course will help you build the skills you need to lead your team.

Each four-hour class addresses a key topic managers face, like *Handling Conflict and Criticism* or *The Law on Employee Management*. This is adult learning the way it was meant to be: memorable, transferable, and specific to your needs.

Dates: Thursdays, 2/17/2011 to 4/14/2011
(class does not meet on March 17)

Time: 8:30 AM to 12:30 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$625 individual; \$575 corporate rate for four or more from same firm

Late rate: \$700 after noon, Friday, 2/4/2011

Registration ends: noon, Tuesday, 2/8/2011

Improving Communication Skills

Learn the key issues in interpersonal communication. Developing listening skills and overcoming barriers to interpersonal communications are valuable skills for every leader.

Handling Conflict and Criticism

Examine the sources of conflict in various organization and management styles. Key topics are methods of responding to complaints and criticism, and techniques for working with difficult people.

Practical Problem Solving and Decision Making

Learn the problem solving process and how to identify problems and their true causes in the work environment. Also covers problem-solving tools, how to make decisions under pressure, and how to improve your decisions.

Leadership Styles

Review effective leadership behaviors and practices. What is the difference between leaders and managers? What are the characteristics of effective leaders?

For more information, please contact J. Marie Lutz, SPHR, 912.478.1763, seminars@georgiasouthern.edu, visit <http://ceps.georgiasouthern.edu/conted/supervisor.html>

PARALEGAL CERTIFICATION COURSE

The United States Department of Labor has rated the paralegal professional as one of the fastest growing professions in the nation. Our Paralegal Certificate program adheres to the highest professional curriculum and prepares you to work in law offices, banks, government agencies, corporations, and real estate firms. The program consists of 13 courses. Each course will meet for three hours one night per week for six weeks. You arrange your own schedule. You can take one to four courses per six week session. Take two courses each session and graduate in 12 months. Take four courses each session and graduate in six months.

For more information, please contact Stephanie Key at 912.478.5360 or skey@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/paralegal.html>

TEACH FOR US!

The Continuing Education Center at Georgia Southern University is actively recruiting instructional proposals which feature innovative ideas for classes, workshops, trainings, lectures, and other educational experiences for professional development (corporations and businesses), personal development, and leisure.

Faculty, staff and the general public are encouraged to respond to this Call for Proposals.

Please visit <http://ceps.georgiasouthern.edu/conted/teachCE.html> to read our proposal guidelines and access the online proposal submission form. The web site also features several program ideas that need qualified instructors as soon as possible. We look forward to hearing from you.

IN-HOUSE TRAINING ...YOUR HOUSE OR OURS?

The Continuing Education Center invites you to contact us for customized training for your staff or volunteers.

Past specialized training programs have taught line supervisors, county services personnel, a school system's HR staff, a non-profit's board of directors, and many others.

Whether your personnel work on the manufacturing plant floor, in a distribution center, or in an office or sales setting, we can provide the group training you need to meet your staff's unique needs.

Our faculty combine a depth of knowledge with extensive training experience. We provide one or more experienced instructors who are experts in their topic area; a training facility if you prefer not to train at your workplace; participant workbooks as needed; certificates of completion; refreshments and more.

Choose topics at right or contact J. Marie Lutz, SPHR at seminars@georgiasouthern.edu for a consultation about the specific training you need.



- Diversity and Change in the Workplace
- Effective & Diplomatic Communication
- Essentials of HR Management
- Getting Along with Difficult People
- Handling Conflict and Criticism
- Improving Communications Skills
- Improving Employee Morale & Motivation
- Managing Stress in the Workplace
- Practical Problem Solving and Decision Making
- Preventing Workplace Sexual Harassment
- Superior Customer Service & Business Etiquette
- Task and Time Management
- The Law on Employee Management
- Workplace Writing

CERTIFIED FIBER OPTICS TRAINING AND EXAM

Presented in partnership with BDI DataLynk (FOA Approved School # 208), Georgia Southern University's Fiber Optics training helps you gain practical working knowledge of fiber optics skills, with 75 percent of class time devoted to hands-on work. Each class is an exam-prep course for Fiber Optics Association (FOA) certification at one of three levels. The fee includes The Fiber Optic Technician's Manual, 3rd Edition, on which the FOA exams are based. Take the certification exam at the end of the class, and learn immediately whether you passed. Lunch is not included. All course fees include: Study materials, CD, and textbook. Taught by Peter Morcormbe, CFOT, CFOS/I.

CERTIFIED FIBER OPTICS TECHNICIAN COURSE (CFOT)

11CACCE2474A • STARTS FEBRUARY 7

11DACCE2474A • STARTS MAY 9

This introductory three-day fiber optic tech course is designed for anyone interested in becoming a Certified Fiber Optic Technician. Our Fiber Optic Training combines theory and 75 percent hands-on activities to prepare you to take the CFOT exam sanctioned by the FOA (Fiber Optics Association) and given and graded on the final class day.

Dates: Monday to Wednesday,
Choose 2/7/2011 – 2/9/2011 or 5/9/2011 – 5/11/2011

Time: 8:00 AM to 4:00 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$700

CERTIFIED FIBER OPTICS SPECIALIST IN TESTING & MAINTENANCE (CFOS/T)

11CACCE2475A • STARTS FEBRUARY 10

11DACCE2475A • STARTS MAY 12

This two-day (16-hour) program is designed to offer specialist fiber optics training to anyone involved with the testing and maintenance of fiber optics networks. Our advanced fiber optics training is strictly a practical course, but includes more background information than is typical in basic courses to allow you to understand what you are testing and how to troubleshoot problems in long-haul and short-haul fiber optics networks. The CFOS/T is given and graded at the end of class.

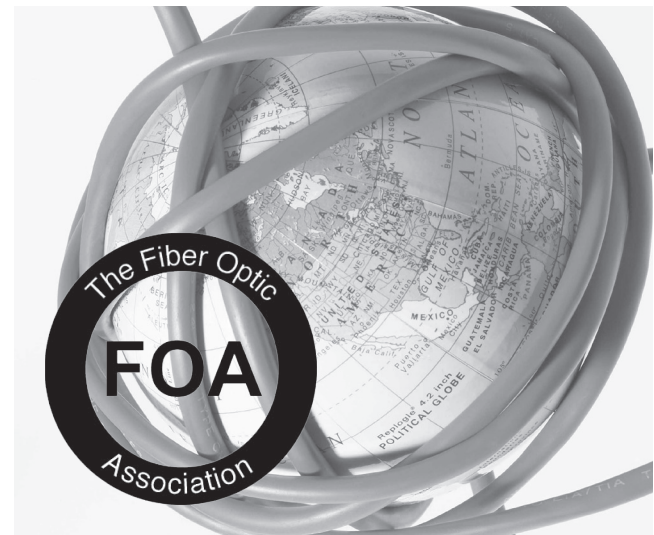
Dates: Thursday and Friday,
Choose 2/10/2011 – 2/11/2011 or 5/12/2011 – 5/13/2011

Time: 8:00 AM to 5:00 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$675

For more information, please contact J. Marie Lutz, SPHR, 912.478.1763, seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/fiberoptics.html>



CERTIFIED FIBER OPTICS SPECIALIST / SPLICING (CFOS/S)

11CACCE2836A • STARTS FEBRUARY 12

11DACCE2836A • STARTS MAY 14

Want to be certified as proficient in installing and making mechanical and fusion splices according to industry standards? Open to anyone, this two-day, 75 percent hands-on program will teach you the importance of high performance splicing and the points necessary to achieve these splices. Classroom activities include training in both fusion and mechanical splicing of both single and multi mode fiber optic cables. The CFOS/S is given and graded at the end of class.

Dates: Saturday and Sunday,
Choose 2/12/2011 – 2/13/2011 or 5/14/2011 – 5/15/2011

Time: 8:00 AM to 5:00 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$675

ONLINE 24/7**COLLEGE ACCESS: CREATING A COLLEGE-GOING CULTURE MODULES: STRATEGIES FOR SCHOOL COUNSELORS AND ENROLLMENT MANAGEMENT SPECIALISTS**

These modules provide high quality, online professional learning to help school counselors and other K-12 faculty and staff understand the role they play in developing a college-going mission for all students and guide students in career awareness and planning and to make the appropriate post-secondary choices. Module I must be completed by all participants before taking future modules. Each module has been approved for 4 PLUs. Modules will be offered concurrently online.

Cost: \$100 per module/per person

Instructors: Lauri Benton, Diane Cooper, Teddi Cunningham, Harrison Davis, LaVerne Ware

MODULE I

11CACCE3059A • 1/17/2011 - 3/13/2011

Topics include: Role of the counselor in promoting career and academic planning, creating a college-going mission, understanding and working with diverse populations, and communicating a college-going mission.

MODULE II

11CACCE3060A • 1/17/2011 - 3/13/2011

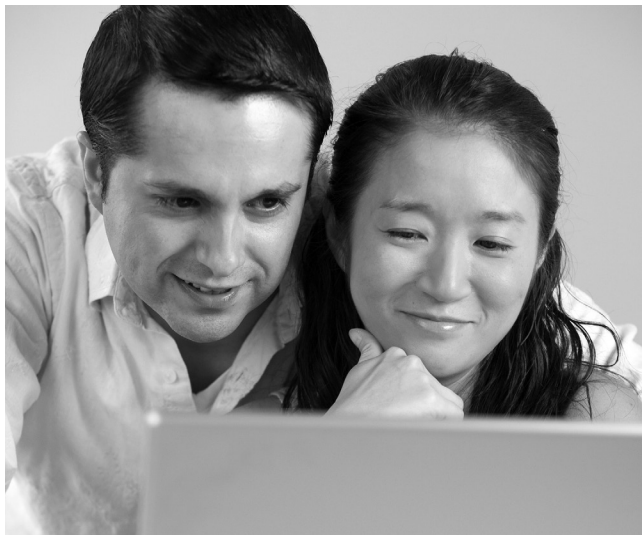
Topics include: Engaging students in early career awareness and planning, using data to guide academic planning, helping students understand the importance of course selections and grades, and college/postsecondary choice.

MODULE III

11CACCE3061A • 1/17/2011 - 3/13/2011

Topics include: Guiding parents and students through the complexities of financial aid, assisting with the financial aid process, preparing for college admission tests, and college admissions-application process.

For more information, contact Judy Hendrix-Poole at 912.478.5993 or visit <http://ceps.georgiasouthern.edu/conted/creatingacollege.html>

**ON-SITE SEWAGE TRAINING MODULES**

Are you a septic tank contractor? A member of Georgia's Environmental Health field staff? State law requires environmental staff and septic tank contractors to be certified by examination and to receive basic training and continuing education. Georgia's Department of Human Resources, Division of Public Health, Environmental Health Section has authorized Georgia Southern University to provide On-Site Sewage (OSS) training as on-line courses to meet your re-certification needs.

Dates: Start anytime throughout the year. Participants have one full month from the date of payment to access the course repeatedly online. Participants take the 20-question final exam as often as they wish.

Cost: \$75 per person

Instructor: Kari Fitzmorris, Sc.D., Program Director and Assistant Professor of Environmental Health, Jiann-Ping Hsu College of Public Health, Georgia Southern University

OSS 1010: SAFETY AND ON-SITE SEWAGE MANAGEMENT

Gain an understanding of the various safety issues that must be addressed when installing and inspecting on-site sewage systems. Important topics include sewer gases and potential dangers associated with biological and chemical exposures. Physical concerns such as protective systems for trenching are also covered, along with issues related to general ergonomics.

Time: 60 minutes = 1 CEU Credit

OSS 1200: WASTEWATER CHARACTERISTICS

Learn about the biological, chemical and physical characteristics of wastewater. Issues in wastewater quality include pH, temperature, Biological Oxygen Demand, Chemical Oxygen Demand, Total Suspended Solids and flow rates. You will find out how each of these parameters affects the treatability of wastewater.

Time: 120 minutes = 2 CEU Credits

OSS 1210: PATHOGENS OF CONCERN IN ON-SITE SEWAGE

Learn about the pathogens associated with sewage and how they may carry infectious diseases. Find out about disinfection requirements and the uncertainty associated with treatment. The main microbiological classes of importance include helminths, protozoa, bacteria, and viruses.

Time: 120 minutes = 2 CEU Credits.

For more information, please contact J. Marie Lutz at 912.478.1763 or seminars@georgiasouthern.edu or visit

<http://ceps.georgiasouthern.edu/conted/sewagetraining.html>

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For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu. A full listing of courses, descriptions, requirements, fees, demos and ratings are available at ed2go Online Career Training Courses at <http://ceps.georgiasouthern.edu/conted/edtogo.html>

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- Microsoft Excel 2003 or 2007 (Intro, Intermediate or Advanced)
- Microsoft PowerPoint (2003 or 2007)
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- Designing Effective Web sites
- Guiding Kids on the Internet
- Integrating Technology in the Classroom
- Microsoft Excel in the Classroom (2003 or 2007)
- Microsoft PowerPoint in the Classroom (2003 or 2007)
- Microsoft Word in the Classroom (2003 or 2007)

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- A to Z Grant Writing
- Creating K-12 Learning Materials
- The Creative Classroom
- Differentiated Instruction in the Classroom
- Solving Classroom Discipline Problems I & II
- Survival Kit for New Teachers
- Teaching Students with Autism: Strategies for Success
- Understanding Adolescents
- Working Successfully With Learning Disabled Students

ENHANCING YOUR CORE CLASSES

- An Introduction to Teaching ESL/EFL
- Enhancing Language Development in Childhood
- Guided Reading and Writing (two classes)
- Ready, Set, Read!
- Singapore Math Strategies (two classes)
- Speed Spanish I, II, & III
- Teaching Math / Science / Writing: Grades 4-6

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MATHEMATICS FOR ECONOMICS (MATH BOOT CAMP)

This course is intended as a "refresher" for students in the Master of Science in Applied Economics program at Georgia Southern University. This intensive online course will run during the long summer term, May 23 - July 19, 2011. Topics covered include: Mathematical Models in Economics, Linear Models and Matrix Algebra, Comparative Statics, Derivatives, Differentiation Rules, Optimization, Exponential and Logarithmic Functions, Maximization of Multivariate Functions, Constrained Optimization. The course is offered as a non-credit course.

COMPUTER REQUIREMENTS

Computer running Windows 2000, XP, or Vista or Macintosh OS X

Computer running MS Office - Word, Excel, Powerpoint and Adobe Acrobat Reader.

Sun (TM) Java (TM) Runtime - get from java.com

Preferred: Cable or DSL internet access.

If your internet service provider uses only dial-up, a minimum of 56K connection rate is preferred.

You will also need to disable your pop-up blocker during the course.

COURSE OUTLINE

Module 1: Getting Started

Module 2: Introduction to Mathematical Economics

Lesson I Chapter 1: The Nature of Mathematical Economics

Lesson II Chapter 2: Economic Models

Module 3: STATIC (OR EQUILIBRIUM) ANALYSIS

Lesson III Chapter 3: Equilibrium Analysis in Economics

Lesson IV Chapter 4: Linear Models and Matrix Algebra

Lesson V Chapter 5: Linear Models and Matrix Algebra (Continued)

Module 4: COMPARATIVE-STATIC ANALYSIS

Lesson VI Chapter 6: Comparative Statics and the Concept of Derivative

Lesson VII Chapter 7: Rules of Differentiation and Their Use in Comparative Statics

Lesson VIII Chapter 8: Comparative-Static Analysis of General-Function Models

Module 5: OPTIMIZATION PROBLEMS

Lesson IX Chapter 9: Optimization: A Special Variety of Equilibrium Analysis

Lesson X Chapter 10: Exponential and Logarithmic Functions

Lesson XI Chapter 11: The Case of More Than One Choice Variable

Cost: \$1,000 (does not include required textbook)

Registration is available online or by telephone.

Late Fee: After 5 pm, Friday, May 6, the course fee is \$1,100.

Registration closes 5 pm, May 20

Instructor: A Georgia Southern University professor of Economic Development.

Required Text: Fundamental Methods of Mathematical Economics, 4 ed. By Alpha C. Chiang and Kevin Wainwright Available at Amazon.com

For more information, please contact J. Marie Lutz, SPHR, 912.478.1763, seminars@georgiasouthern.edu or visit http://ceps.georgiasouthern.edu/conted/math_economics.html



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IN PERSON

Come to the Registration area in the Nessmith-Lane Continuing Education Building.

FOR DIRECTIONS AND MAPS

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Refunds due to withdrawals will be processed in two to four weeks. If payment was made by cash or check, you will receive your refund in the form of a check. If payment was made by a credit card, your account will be credited.

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