

Eastern Laramie County Outreach Center

607 Elm Street • P.O. Box 580
Pine Bluffs, Wyoming 82082
307.245.3595
KKashin@lccc.wy.edu

OTHER SERVICES OFFERED IN PINE BLUFFS:

- Customized Business Training
- High School Equivalency Certificate (HSEC) Preparation
- English Language Acquisition (ELA) program
- Career and Job Readiness Coaching
- Placement Testing (McCann/ALEKS)
- Test Proctoring for LCCC & Other Institutions
- Computer Lab
- Meeting Rooms with Audio/Visual Capabilities

Please call 307.432.1678 or email KKashin@lccc.wy.edu

For classes taught at the Eastern Laramie County Outreach Center
visit lccc.wy.edu/about/easternLaramieCounty.aspx

CREDIT CLASSES

Introduction to Teaching 1 Credit

Students explore career options within the teaching profession through observations, discussions, and research. Prerequisite: Completion of ENGL 0810.

EDFD 1010.750 M 06:00PM-08:00PM ELCC 2
Sessions: 8 08/27/18-10/19/18 Marnie Willoughby

Foundations of Education 3 Credits

Students explore the historical, philosophical, and sociological foundations of the American education system. Students become familiar with public school governance and financing. Students also cultivate an awareness of individual differences, diversity, and multiculturalism. Prerequisite: Completion of or concurrent enrollment in EDFD 1010.

EDFD 2020.750 M 06:00PM-08:00PM ELCC 2
Sessions: 8 10/22/18-12/14/18 Marnie Willoughby

Wyoming History 3 Credits

Students study Wyoming's economic, political, constitutional, and social history from preterritorial days to the present. Students analyze the constitutions of the United States and Wyoming. Prerequisite: Completion of ENGL 0810 or placement into ENGL 1010.

HIST 1251.750 W 06:00PM-09:05PM ELCC 1
Sessions: 13 09/10/18-12/14/18 Paula Taylor

General Psychology 3 Credits

Students employ concepts in the field of psychology as they apply to: development of behavior; physiological mechanisms of behavior; perception; motivation and emotion; learning; intelligence; individuality and personality; and mental health. Prerequisite: Completion of or concurrent enrollment in ENGL 1010.

PSYC 1000.750 W 06:00PM-09:05PM ELCC 2
Sessions: 13 09/10/18-12/14/18 Rakhshi Hamid

COMPUTER CLASSES IN A DAY

MS Access 2013 Basic 0.7 CEUs

For class description see Page 14.

ELCS 0415.750 Th 09:00AM-04:00PM ELCC 2
Session: 1 \$99 11/15/18 Janice Cheever

MS Excel 2013 Basic 0.7 CEUs

For class description see Page 15.

ELCS 0414.750 T 09:00AM-04:00PM ELCC 2
Session: 1 \$99 09/18/18 Janice Cheever

MS Excel 2013 Intermediate 0.7 CEUs

For class description see Page 15.

ELCS 0426.750 T 09:00AM-04:00PM ELCC 2
Session: 1 \$99 10/16/18 Janice Cheever

MS Excel 2013 Advanced

0.7 CEUs

For class description see Page 15.

ELCS 8957.750 T 09:00AM-04:00PM ELCC 2
Session: 1 \$99 11/06/18 Janice Cheever

MS Windows 10 Basic

0.7 CEUs

For class description see Page 15.

ELCS 0484.750 Th 09:00AM-04:00PM ELCC 2
Session: 1 \$99 09/13/18 Janice Cheever

MS Word 2013 Basic

0.7 CEUs

For class description see Page 15.

ELCS 0416.750 T 09:00AM-04:00PM ELCC 2
Session: 1 \$99 10/09/18 Janice Cheever

LEADERSHIP/PROFESSIONALISM

Celebrating Differences

0.4 CEUs

Are we more alike than we are different? Leading and communicating in a diverse work environment will require using all of your leadership skills and more! This session will build on the self-awareness of each participant and then explore the positive impact of gaining understanding of diversity (generations, socio-economic, and more) and using that knowledge to empower coworkers and customers.

ELCS 0519.750 M 09:00AM-01:00PM ELCC 1
Session: 1 \$139 10/08/18 Janice Felton

Creating a Culture of Respect

0.4 CEUs

R E S P E C T: Find Out What That Means to Me! This Aretha Franklin song is just as relevant today as it was in the 60's, and we do need to spend time understanding what that word means to each of us to create an environment where people want to come to work and want to provide excellent customer service to both internal and external customers.

ELCS 0508.750 M 08:00AM-12:00PM ELCC 1
Session: 1 \$139 10/15/18 Melissa Martin

Resolving Conflict

0.4 CEUs

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

ELCS 0006.750 M 01:00PM-05:00PM ELCC 1
Session: 1 \$139 10/15/2018 Melissa Martin

REGISTER EARLY

LIFE ENRICHMENT

Amelia Earhart – Her Life and Times

The 1920s and 1930s were the grand days of aviation. Seemingly not a week went by without male – or female – pilots attempting to set records for height, endurance or long distance. Into this milieu came Amelia Earhart, determined to make her fame and fortune in the aviation world. Our first session will cover aviation and particularly Earhart from 1923 to 1937. Our second session will be devoted to the many theories that surround her disappearance during her attempt to fly around the world.

LIFE 8018.750 Su 01:00PM-03:00PM ELCC 1
 Session: 1 \$15 09/16/18 Barbara Peterson

Art: Adult Art

Painting can be fun! Learn the brush strokes that let you relax as you paint for the enjoyment and beauty of art. Gather with old friends and meet new friends. Each class will be something different! All necessary supplies provided. All experience levels are welcome.

LIFE 8016.750 Th 05:30PM-08:30PM ELCC 3
 Session: 1 \$20 09/06/18 Paulie Dunnam

LIFE 8016.751 Th 05:30PM-08:30PM ELCC 3
 Session: 1 \$20 10/04/18 Paulie Dunnam

LIFE 8016.752 Th 05:30PM-08:30PM ELCC 3
 Session: 1 \$20 11/01/18 Paulie Dunnam

LIFE 8016.753 Th 05:30PM-08:30PM ELCC 3
 Session: 1 \$20 12/06/18 Paulie Dunnam

Art: Kids Art

Painting can be fun! Each class will be something different but will include at least one art project completed and framed. Participants will paint using either watercolors or Qwink. The participants will learn about brush strokes and the fun and beauty of art. All necessary supplies provided. Open to all participants grades K-8.

LIFE 8017.750 F 09:00AM-11:00AM ELCC 3
 Session: 1 \$15 09/28/18 Paulie Dunnam

LIFE 8017.751 F 09:00AM-11:00AM ELCC 3
 Session: 1 \$15 10/19/18 Paulie Dunnam

LIFE 8017.752 F 09:00AM-11:00AM ELCC 3
 Session: 1 \$15 11/02/18 Paulie Dunnam

LIFE 8017.753 F 09:00AM-11:00AM ELCC 3
 Session: 1 \$15 12/07/18 Paulie Dunnam

NEW How to Get a Debt Free College Degree

Don't become part of the student debt crisis in our country. Learn the secrets of securing a college degree without having to go into debt. Discover how to obtain free and low-cost college credits. You will learn how to develop your own winning strategy towards reaching that debt-free goal. Mary Martin has helped 100's of students reach their debt-free college degree goals. Her own household has 8 college degrees secured without student loans and without debt. Laptops and note-taking materials are welcome.

LIFE 8019.750 T 06:30PM-08:30PM ELCC 2
 Session: 1 FREE 09/11/18 Mary Martin

LIFE 8019.751 Th 06:30PM-08:30PM ELCC 2
 Session: 1 FREE 09/27/18 Mary Martin

Medicare a Basic Overview

Are you eligible for Medicare or soon will be? When and how do you enroll in Medicare? What are the penalties for not enrolling? This class will give you a basic understanding of each of the four parts of Medicare. What does Part A and Part B pay for? When does Medicare Part C come in? Why do you need to pick a Part D Prescription drug plan and how do you do that? What is a Medigap policy (Medicare Supplement) and why do you need one? What does long term care insurance cover and when do you need it? An overview of this information will be presented.

LIFE 8004.750 M 06:30PM-08:30PM ELCC 1
 Session: 1 \$15 09/17/18 Charlie Simineo

307.432.1678

Medicare Prescription Drug

Are you eligible for Medicare or will be shortly? You probably have the following questions: Will my drugs be covered? Do I need to get Part D coverage? How do I sign up? What do you mean there could be a penalty? What if I am covered by another insurance plan? Why do I need to pick a Part D plan? What does picking a Part D plan even mean? How do I do it? Do I need to select a different plan each year? What if I have used the same plan for several years? If you have any of these questions, this hands on class is for you. You are encouraged to bring your list of Medications and know which pharmacy you use. Help will be provided to those who would choose to select a Part D plan.

LIFE 8005.750 M 06:30PM-08:30PM ELCC 1
 Session: 1 \$15 10/29/18 Charlie Simineo

Parenting the Love and Logic Way®

What is Love and Logic® all about? Since 1977, the Love and Logic Institute has been dedicated to making parenting and teaching fun and rewarding, instead of stressful and chaotic. We provide practical tools and techniques that help adults achieve respectful, healthy relationships with their children and help them prepare their kids for the real world.

All of our work is based on a psychologically sound parenting and teaching philosophy called Love and Logic.

For more information about the Love and Logic approach call 800.338.4065 or visit www.loveandlogic.com.

What will I Learn? Participants will learn how to put an end to arguing, back talk and begging. Love and Logic® teaches how to set limits without waging war while avoiding power struggles along the way. Parents will also learn to teach responsibility without losing their child's love while guiding them to solve their own problems. Love and Logic® will also give you strategies to teach kids to complete chores without reminders and without pay.

LIFE 8020.750 T 06:00PM-07:30PM ELCC 1
 Sessions: 6 FREE 09/11/18-10/16/18 Independent Facilitator, Safehouse Services Staff

Quilting for Fun

Whether you are beginner or an experienced quilter, come and join the fun as area quilters gather and share their experiences while creating unique and beautiful quilts and quilting projects. There is no instructor as this is a self-directed workgroup that is open to anyone who already quilts or is learning to quilt. Please pre-register.

LIFE 8000.750 W 07:00AM - 04:00PM ELCC3
 Sessions: 15 \$4 08/29/18-12/14/18
 No class November 21

Zumba® and Zumba® Basic

Physically active class encouraging fitness and expression through dance with focus on Latin steps including: Cumbia, Reggaeton, Salsa, Dance Hall, Merengue and others. The dances use between 3-5 different steps which are repeated throughout the song which makes it easy to follow! A great workout where you Fitbit addicts will get between 5000-7000 steps in one hour! Calories are left in sparkling droplets on the floor, the most fun you will have slaying calories! All levels welcome.

Monday and Wednesday classes will be regular Zumba. Thursday's class will be a Zumba Basic class which will be lower impact and a focus on learning the steps but all levels are welcome to participate in all classes.

Class Cost: \$20 per class (month) for unlimited number of Zumba® or Zumba® Basic classes that month

LIFE 8003.750 MWTh 06:00PM-07:00PM ELCC GYM
 Sessions: 12 \$20 08/06/18-08/30/18 Lisa Williams

No class on August 1

LIFE 8003.751 MWTh 06:00PM-07:00PM ELCC GYM
 Sessions: 11 \$20 09/05/18-09/27/18 Lisa Williams

No class September 3

LIFE 8003.752 MWTh 06:00PM-07:00PM ELCC GYM
 Sessions: 14 \$20 10/01/18-10/31/18 Lisa Williams

LIFE 8003.753 MWTh 06:00PM-07:00PM ELCC GYM
 Sessions: 11 \$20 11/05/18-11/29/18 Lisa Williams

No classes November 21-22

LIFE 8003.754 MWTh 06:00PM-07:00PM ELCC GYM
 Sessions: 9 \$20 12/03/18-12/20/18 Lisa Williams

No classes December 24, 26, 27, and 31



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

**ECRWSS
POSTAL CUSTOMER
LOCAL**

NON-PROFIT ORG.
U.S. POSTAGE
PAID
LCCC
EDDM



LCCC Life Enrichment *presents* Portugal and Its Islands March 22-April 3, 2019

Information session: August 15, 2018, 6 p.m., CCI 121

For more information or to RSVP

307.778.1236 lifeEnrichment@lccc.wy.edu

We are still accepting reservations for

Alaska Discovery

for an information booklet call 307.778.1236

The Administrative Professional Academy



@ LCCC

The Administrative Professional Academy @ LCCC is based on the most significant knowledge and skills needed for administrative professionals to be successful in any office position, in support of the organization, as determined by the International Association of Administrative Professionals (IAAP).

The course is designed to improve workplace success and prepare students for the Certified Administrative Professional (CAP) Exam. This course also provides CEUs for CAP recertification.

CAP Exam domains include:

- 1) Organizational Communication
- 2) Business Writing and Document Production
- 3) Technology and Information Distribution
- 4) Office and Records Management
- 5) Event and Project Management
- 6) Operational Functions

COST: \$899 (includes *The IAAP 2018 Certified Administrative Professional Study Guide* and other materials)

WHEN: 1:00-5:00 p.m. on Tuesdays, September 11–December 18, 2018

WHERE: Laramie County Community College (LCCC) Training Center.

FORMAT: Each session will be taught by subject-matter experts and delivered in a four-hour interactive workshop aligned with the competencies required by the IAAP to earn the CAP designation. To receive a Certificate of Completion for the Administrative Professional Academy, participants will need to attend all 15 sessions (equates to 60 contact hours/6 CEUs) and complete the required assignments. The sessions introduce the concepts and provide practical applications in the areas of expertise as defined by the Performance Outcomes in the CAP Body of Knowledge. Participants who desire to pursue the CAP will be encouraged to form a study group to prepare for the CAP exam.

For more information, contact Darlene Kaelin at 778-4381 or dkaelin@lccc.wy.edu.

Laramie County Community College

A.C.T. Now!

Career training



Healthcare

- Dental Assistant
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- Certified Medical Assistant
- Intro to Manufacturing
- Intro to Warehousing and Distributing
- and more!

High Demand Career Fields; Some short-term training courses
Industry Recognized Credentials

Low Cost training; Grant funding may be available

**Are you Unemployed, Underemployed,
A Veteran . . .**

Why wait? Contact us today!

307.772.7351 or jsteele@lccc.wy.edu

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