



Rogue Community College

Spring 2011



**Driver training adds
three more high schools.**

See story on page 2.

Continuing Education schedule of classes

Spring term begins March 28

**Community Education
Workforce Training
Business Development**

www.roguecc.edu/continuingeducation

Payment policy

RCC Continuing Education classes are self support, which means each course must pay for itself. To assure that there are enough students to hold a class, registration and payment must be completed together. Many courses are popular and have limited enrollment. Early registration and payment assures that a seat is reserved. Registration and tuition will not be accepted in class by instructors. Classes without adequate enrollment will be cancelled at least one work day prior to the first session and students will be notified of the cancellation.

Refund and cancellation policy

A full refund will be made to students when a class is cancelled. Registered students must drop one work day prior to the class start date to receive a full refund.

How to enroll

Register by mail, phone, in person or online. To register by phone call:

- Community Education, 541-956-7303 in Josephine County or 541-245-7616 in Jackson County
- Workforce Training
 - Driver Training, 541-956-7116
 - Commercial Truck Driving and Industry Training/Professional Certification, 541-245-7900
 - Medical Terminology and Transcription/Health Care, 541-245-7707
- Small Business Development Center, 541-956-7494

Check out our online shopping cart registration at www.roguecc.edu/continuingeducation.

College closure

Tune in to local radio or television stations for announcements about college closure because of severe weather conditions or other emergencies.

Rogue Community College will be closed and/or classes will not meet on the following days:

- May 13 – Inservice
- May 30 – Memorial Day

Give us feedback

Your opinion of our classes will help us assess instruction and the quality of our programs. If your instructor does not give you an opinion form, we will be glad to mail one to you.

Statement of non-discrimination

In compliance with state and federal laws, Rogue Community College does not discriminate on the basis of race, religion, color, national origin, age, sex, veterans' status, sexual orientation, marital status or disability in employment, or in any of its educational programs or in the provision of benefits and services to students.

Any individual who feels he or she may need an accommodation for a disability should contact the Disability Services office at 541-956-7337.

RCC has trained 4,000-plus high school drivers

Driver training, offered by Rogue Community College, is available at three more area high schools: North Valley, Crater and Eagle Point.

"We're responding to requests from folks who want their kids to be safe drivers," said Brandon Bretl, training services coordinator. "The community spoke, and we listened and added these three schools."

Since 1996 RCC has trained more than 4,000 young drivers at schools from Ashland to Cave Junction. High school-aged drivers who successfully complete 30 hours of classroom instruction, 12 hours of in-car training, and five hours of driving with a parent or guardian receive an RCC certificate of course completion. The cost is \$229, and an informational parent night session is included at no charge.

To register, students must meet the following criteria:

- Have a current Oregon learner's permit
- Be younger than 18 and not reach 18 before course completion
- Be currently enrolled in high school or a GED course of study.

The program is centered on safety and recruits instructors who are "calm, cool, have excellent communication skills, and like working with youth," Bretl said. Completing the training may result in reduced insurance premiums, according to Bretl, who advises parents to contact their



Liesel Getz (front) is taking driver training classes, which her mom, CJ Getz, teaches.

insurance companies. Studies find Oregon teens taking an approved ODOT driver education course have fewer crashes, traffic convictions and suspensions.

"We teach good driving habits so students can do it safely and automatically, without thinking about it," said CJ Getz, who teaches classroom and behind-the-wheel sessions. "That will serve them well down the road."

Getz, who earned driver's training certification through Western Oregon University, says reference points are key to good driving — understanding where the car is in relationship to the road and other vehicles.

"Another big thing is that time and space are your best friends while driving," she said. "Learn to give yourself more space. Another good habit is checking for blind spots," she added.

Her daughter Liesel, 17, jokes that she's taking the class because she has to — and because she needs to learn to drive.

"I'm hoping to learn good habits and have it become like second nature," she said. "I'm learning stuff I need to know so I'll feel more comfortable and confident."

RCC also offers adult driver's training. For more information call 541-956-7116 or visit www.roguecc.edu/HSO Outreach/pdf/HSDT.pdf.

Community Education

541-956-7303 or 541-245-7616
www.roguecc.edu/CommunityEd

Community Education classes are short non-credit classes designed for personal enrichment, lifelong learning, and enjoyment. Most meet in the evenings, and subjects range from art to computer classes. Others cover topics such as sewing, foreign languages, and fitness.

These classes are self-supporting, which means they must pay for themselves and do not use tax dollars. Call 541-956-7303 in Josephine County or 541-245-7616 in Jackson County for more information.

For online shopping cart registration, go to www.roguecc.edu/CommunityEd.

Community Education computer classes help absolute beginners

If you don't know a megabyte from a monitor, why a computer needs a mouse, or even how to turn a computer on, Community Education has a class for you.

The Computers Made Easy and Fun classes help people overcome their computer fears, according to Billy Richardson, a Community Education computer instructor.

"The most common thing that new computer users fear is that they're going to do something that will damage the machine," Richardson said. "That's very unlikely. In the RCC computer classrooms, we have a program that erases whatever happened in class and returns it to its original state," he explained.

Another thing that stops beginners is worrying about how they'll seem to everyone else while learning.

"People don't want to look foolish, and that's normal. So I cover that feeling in the first sessions," Richardson said. "Kids don't mind looking that way, so I copy that happy young attitude and keep class lighthearted and whimsical."

In addition to using files and folders, the class covers e-mail. Participants learn how to open and read e-mail, write replies, and send new emails.

Richardson first started using computers when he was 48. In 1992 he was asked to roll out for students and teachers the first four machines purchased by the RCC Adult Basic Skills Department. He had no computer experience but jumped in anyway.



Billy Richardson teaches in Medford.



Dara House teaches in Grants Pass.

"I learned how to operate computers at a high level by doing what I encourage students to do: dive in and try things," he said.

"Learning computers is different than other subjects where you read, study, practice and then try the real task. I've found what works best is to computer-swim with no life-guard, tether, or floats — just jump in and start doing."

Computers Made Easy and Fun is offered at the Riverside Campus in Medford and the Redwood Campus in Grants Pass. Richardson teaches at the Riverside Campus,

and Dara House teaches at the Redwood Campus. House also uses techniques to keep computer learning simple and enjoyable.

The Riverside Campus class is scheduled 1-3 p.m. Wednesdays, March 30 through April 20. The Redwood Campus is scheduled 6-8 p.m. Mondays, March 28 through April 18. Tuition for either class is \$68.

For more information or to register, call 541-956-7303 in Josephine County, 541-245-7707 in Jackson County, or visit us at www.roguecc.edu/CommunityEd.

How to read this schedule...

ART

Course	Day	Dates	Time	Place	Cost
Jackson County					
Jewelry and Metalsmithing					
.132 C14	Tu	3/29-6/7	6-8 p.m.	RWC-D3	\$105
Course number	M-Monday Tu-Tuesday W-Wednesday Th-Thursday F-Friday Sa-Saturday Su-Sunday	Starts month/day - ends month/day	Indicates time of class	Location (see Web site for specific information)	Cost (additional fees may apply)

AHS	Ashland High School
CHS	Crater High School, Central Point
EBEC	Esther Bristol Education Center, Grants Pass
EPHS	Eagle Point High School
HEC	RCC/SOU Higher Education Center, Medford
IVHS	Illinois Valley High School, Cave Junction
NMHS	North Medford High School, Medford
NVHS	North Valley High School, Grants Pass
MH	Musiched, 350 S. Riverside, Medford
RVC	Riverside Campus, Medford
RWC	Redwood Campus, Grants Pass
SBDC	Small Business Development Center, Grants Pass
SMHS	South Medford High School, Medford
SORCC	Southern Oregon Rehabilitation Center and Clinics
TBA	To be arranged
TRC	Table Rock Campus, White City

NEW New class being offered

ACADEMIC BASICS

Course	Day	Dates	Time	Place	Cost
Josephine County					
Volunteer Tutor Training					
.779 C14	TBA	TBA	TBA	TBA	N/C

Course	Day	Dates	Time	Place	Cost
Jackson County					
Volunteer Tutor Training					
.779 M14	TBA	TBA	TBA	TBA	N/C

ART

Course	Day	Dates	Time	Place	Cost
Josephine County					
Jewelry and Metalsmithing					
.132 C14	Tu	3/29-6/7	6-8 p.m.	RWC-D3	\$105
Digital Photography/DSLR					
.060 C14	Tu	3/29-5/3	5:30-7:30 p.m.	RWC-CH3	\$76
Mommy and Me Toddler Art NEW					
.130 C34	F	4/1-5/6	10-11 a.m.	EBEC-6	\$76
Pottery					
.004 C14	Tu/Th	3/29-6/9	1-3:30 p.m.	EBEC-3/4	\$138
.004 C24	M/W	3/28-6/8	6-8:30 p.m.	EBEC-3/4	\$138
Stained Glass: Copper Foil Method					
.130 C14	W	3/30-5/11	6-9 p.m.	RWC-D3	\$136
*No class on April 27.					
Watercolor for Fun – All Levels					
.130 C24	W	3/30-4/27	6-8:30 p.m.	EBEC-5	\$76
Watercolor for Fun – Painting Water and Reflections					
.130 C44	W	5/11-6/8	6-8:30 p.m.	EBEC-5	\$76
Jackson County					
Relax by Painting and Creating with Pastels					
.052 M14	M	3/28-4/25	2-5 p.m.	RVC-B13	\$108
Digital Photography I: Basic Digital Camera Instruction					
.060 M14	W	3/30-4/20	6-8 p.m.	RVC-A12	\$76
Digital Photography II: Mastering the Digital Camera					
.060 M24	W	4/27-5/18	6-8 p.m.	RVC-A12	\$76
Digital Photography III: Advanced Digital Photography Techniques					
.060 M34	W	5/25-6/8	6-8:45 p.m.	RVC-A12	\$95
Creating Beautiful Wedding Photographs					
.060 M44	Sa	4/2-4/23	10 a.m.-noon	HEC-121	\$95

Outdoor Photography

.060 M54	Sa	4/30-5/21	10 a.m.-noon	HEC-121	\$85
----------	----	-----------	--------------	---------	------

COMPUTER TRAINING FOR PERSONAL USE

Course	Day	Dates	Time	Place	Cost
Josephine County					
Practical Computing for the Everyday User					
.701.5 C14	W	4/6-5/11	5:30-7:30 p.m.	RWC-CH3	\$68
Computers Made Easy and Fun I for Windows 7					
.701.1 C14	M	3/28-4/18	6-8 p.m.	RWC-CH3	\$68
Computers Made Easy and Fun II for Windows 7					
.701.1 C24	M	5/2-5/23	6-8 p.m.	RWC-CH3	\$68
Discovering Computers the Fun Way					
.701.2 C14	F	4/8-5/13	11a.m.-1 p.m.	KBB-3	\$68
MS Excel for Home Use I					
.701.6 C14	Th	3/31-4/21	6-8 p.m.	RWC-CH3	\$72
MS Excel for Home Use II					
.701.6 C24	Th	5/5-5/26	6-8 p.m.	RWC-CH3	\$72
Photoshop Elements 6.0 – Beginning					
.701.3 C14	M	3/28-4/18	6-8 p.m.	RWC-CH6	\$68
Photoshop Elements 6.0 – Level II					
.701.3 C24	M	5/2-5/23	6-8 p.m.	RWC-CH6	\$68
Video Editing Basics NEW					
.702 C14	W	3/30-4/20	6-8 p.m.	RWC-CH6	\$68
Video Editing – Intermediate					
.701 C14	W	4/27-5/18	6-8 p.m.	RWC-CH6	\$68
Social Media – Facebook Basics					
.012 C14	Tu	4/19	6-8 p.m.	RWC-CH5	\$26
Social Media – Facebook Advanced					
.012 C24	Tu	4/26	6-8 p.m.	RWC-CH5	\$26
Social Media – Twitter Techniques					
.012 C34	Tu	5/3	6-8 p.m.	RWC-CH5	\$26
Social Media – Using Google Apps					
.012 C44	Tu	5/10	6-8 p.m.	RWC-CH5	\$26
Social Media – Basic Blogging with Wordpress					
.012 C54	Tu	5/17	6-8 p.m.	RWC-CH5	\$26
Social Media – Advanced Blogging with Wordpress					
.012 C64	Tu	5/24	6-8 p.m.	RWC-CH5	\$26
Social Media – Advanced Blogging with Wordpress Series Discount					
.012 C74	Tu	5/24	6-8 p.m.	RWC-CH5	N/C

Jackson County

Computers Made Easy and Fun I						
.701 M14	W	3/30-4/20	1-3 p.m.	HEC-124	\$68	
Computers Made Easy and Fun II						
.701 M24	W	4/27-5/18	1-3 p.m.	HEC-124	\$68	
Macintosh – Learn the Secrets						
.701.3 M14	Sa	4/2-4/9	9 a.m.-noon	RVC-B16	\$52	
Macintosh – Beyond the Basics						
.701.3 M24	Sa	4/16-4/23	9 a.m.-noon	RVC-B16	\$52	
Photoshop Elements 6.0 – Beginning						
.701.3 M34	Tu/Th	3/29-4/7	Noon-2 p.m.	HEC-124	\$67	
Photoshop Elements 6.0 – Level II						
.701.3 M44	Tu/Th	4/12-4/21	Noon-2 p.m.	HEC-124	\$67	
Photoshop Elements 6.0 – Level III						
.701.3 M54	Tu/Th	4/26-5/5	Noon-2 p.m.	HEC-124	\$67	

DRIVER TRAINING

Course	Day	Dates	Time	Place	Cost
Josephine County					
Adult DMV Required Training					
.412 T14	TBA	TBA	TBA	RWC-TBA	\$185
Adult Driver Training					
.902 T14	TBA	TBA	TBA	RWC-TBA	\$450
High School Driver Training					
.499 T14	Tu/Th	4/5-5/24	6-8:15 p.m.	RWC-CH8	\$229
.499 T24	Tu/Th	4/5-5/24	3:30-5:45 p.m.	IVHS-TBA	\$229
Partnering with Parents and Guardians for Safe Driving					
.405 T14	Th	3/31	7-9 p.m.	RWC-CH8	N/C
.405 T24	Tu	3/29	7-9 p.m.	IVHS-TBA	N/C
.405 T74	M	3/28	7-9 p.m.	NVHS-TBA	N/C

Jackson County

Adult DMV Required Training						
.412 T24	TBA	TBA	TBA	TRC-TBA	\$185	
Adult Driver Training						
.902 T24	TBA	TBA	TBA	TRC-TBA	\$450	
High School Driver Training						
.499 T34	W	4/6-6/8	5:45-9 p.m.	AHS-H22	\$229	
.499 T44	Tu/Th	4/5-5/24	4:30-6:45 p.m.	SMHS-C106	\$229	
.499 T54	Tu/Th	4/5-5/24	4:30-6:45 p.m.	CHS-C22	\$229	
.499 T64	Tu/Th	4/5-5/24	4:30-6:45 p.m.	EPHS-LGR	\$229	
Partnering with Parents and Guardians for Safe Driving						
.405 T34	M	4/4	7-9 p.m.	AHS-H22	N/C	
.405 T44	Th	3/31	7-9 p.m.	SMHS-C106	N/C	
.405 T54	Th	3/31	7-9 p.m.	CHS-C22	N/C	
.405 T64	Th	3/31	7-9 p.m.	EPHS-LGR	N/C	

FAMILY, HOME AND RECREATION

Course	Day	Dates	Time	Place	Cost
Josephine County					
ABCs of Home Buying					
.794 C14	Sa	4/16	9 a.m.-4 p.m.	RWC-G1	\$35
.794 C24*	Sa	4/16	9 a.m.-4 p.m.	RWC-G1	N/C
*The partner of the section C14 student may register at no cost using section C24.					
Eat Your Yard – Backyard Gardening 101					
.020 C14	M/W	4/4-4/13	6:00-7:30 p.m.	RWC-P2	\$46
Jackson County					
ABCs of Home Buying					
.794 M14	Sa	6/25	9 a.m.-4 p.m.	HEC-121	\$35
.794 M24*	Sa	6/25	9 a.m.-4 p.m.	HEC-121	N/C
*The partner of the section M14 student may register at no cost using section M24.					

Eat Your Yard – Backyard Gardening and Food Systems

.020 M14	M	3/28-5/16	6:30-8:30 p.m.	RVC-G5	\$92
Quilting Basics – Your Machine, Materials, Tools and First Block					
NEW .076 M14	Tu	3/29-5/3	6-7:30 p.m.	NMHS-H33	\$86
Beginning Quilting – Make a Fast and Finished Quilt NEW					
.076 M24	Tu	5/10-5/31	6-8 p.m.	NMHS-H33	\$76

FITNESS

Course	Day	Dates	Time	Place	Cost
Josephine County					
Zumba® – Join the Party! NEW					
.059 C14	Tu/Th	3/29-6/9	8-9 a.m.	RWC-Gym	\$46
Physical Conditioning					
.850 C14	M/W/F	3/28-6/10	8:15-9:15 a.m.	RWC-Gym	\$46
Pilates Mat Class					
.850 C24	Tu/Th	3/29-6/9	7-7:45 a.m.	RWC-Gym	\$56
Power Volleyball					
.058 C14	W	3/30-6/8	8-10:30 p.m.	RWC-Gym	\$29
Vinyasa Yoga					
.850.1 C14	M	3/28-6/6	6-7:15 p.m.	RWC-M1	\$58
.850.1 C24	W	3/30-6/8	6:15-7:30 p.m.	RWC-M1	\$58

Jackson County

Pilates Mat at Lunch					
.850 M14	M/W	3/28-6/8	Noon-1 p.m.	HEC-227	\$90
Vinyasa Yoga					
.850.1 M14	M	3/28-6/6	Noon-1 p.m.	TRC-183	\$58
.850.1 M24	M	3/28-6/6	6-7 p.m.	RVC-D1	\$58
.850.1 M34	Tu	3/29-6/7	6-7 p.m.	RVC-D1	\$58
.850.1 M44	W	3/30-6/8	Noon-1 p.m.	TRC-183	\$58
.850.1 M54	W	3/30-6/8	6-7 p.m.	RVC-D1	\$58

FOREIGN AND SIGN LANGUAGE

Course	Day	Dates	Time	Place	Cost
Josephine County					
American Sign Language (ASL) I					
.603 C14	Tu	3/29-6/7	4:30-6 p.m.	RWC-II	\$85
American Sign Language (ASL) II					
.603 C24	Tu	3/29-6/7	6-7:30 p.m.	RWC-II	\$85
Spanish Conversation I					
.601 C14	W	3/30-6/8	5-6:30 p.m.	RWC-V1	\$76
Spanish Conversation II					
.601 C24	W	3/30-6/8	6:30-8 p.m.	RWC-V1	\$76
Jackson County					
American Sign Language (ASL) I					
.603 M14	Th	3/31-6/9	5:30-7 p.m.	RVC-A21	\$76
American Sign Language (ASL) II					
.603 M24	Th	3/31-6/9	7-8:30 p.m.	RVC-A21	\$76
Chinese Conversation I – Beginning					
.601.7 M14	Sa	4/2-6/11	10-11 a.m.	HEC-222	\$76
Chinese Conversation II – Intermediate					
.601.7 M24	Sa	4/2-6/11	11 a.m.-noon	HEC-222	\$76
French Conversation I					
.601.5 M14	W	3/30-6/8	5:30-7 p.m.	RVC-B13	\$76
French Conversation II					
.601.5 M24	Tu	3/29-6/7	5:30-7 p.m.	NMHS-FA1	\$76
Italian I – Beginning for Travelers					
.601.2 M14	Tu	3/29-5/31	5:30-6:30 p.m.	HEC-130A	\$100
Italian Conversation – Intermediate and Advanced					
.601.2 M24	Tu	3/29-5/31	6:30-7:30 p.m.	HEC-130A	\$100

Community Education Schedule

www.roguecc.edu/CommunityEd



Community Education

Japanese Conversation I

.601.3 M14 Sa 4/2-6/4 9-10 a.m. HEC-214 \$76

Japanese Conversation II

.601.3 M24 Sa 4/2-6/4 10-11 a.m. HEC-214 \$76

Spanish Conversation I – Beginning

.601 M14 Th 3/31-6/9 6-7:30 p.m. NMHS-H1 \$76

Spanish Conversation II – Beginning

.601 M24 W 3/30-6/8 6-7:30 p.m. RVC-G5 \$76

Spanish Conversation – Intermediate

.601 M34 M 3/28-6/6 6-7:30 p.m. HEC-227 \$76

Spanish Conversation – Level IV

.601 M44 Tu 3/29-6/7 6-7:30 p.m. NMHS-FA2 \$76

HEALTH CARE

Course	Day	Dates	Time	Place	Cost
--------	-----	-------	------	-------	------

Josephine County

Medical Terminology

See Classes Offered for Credit, page 13, for this and other courses.

Jackson County

Medical Terminology and Transcription

See Classes Offered for Credit, page 13, for these and other courses.

MUSIC

Course	Day	Dates	Time	Place	Cost
--------	-----	-------	------	-------	------

Josephine County

Chorus

Chamber Orchestra

Concert Band

See Classes Offered for Credit, page 13, for these and other courses.

Beginning/Intermediate Guitar

.054 C14 Sa 4/2-6/4 1-2:15 p.m. RWC-I1 \$95

Jackson County

Chorus

Concert Band

Jazz Ensemble

See Classes Offered for Credit, page 13, for these and other courses.

Beginning/Intermediate Guitar

.054 M14 Tu 3/29-6/7 6-7 p.m. MH \$95

SPECIAL INTEREST

Course	Day	Dates	Time	Place	Cost
--------	-----	-------	------	-------	------

Josephine County

Financial Education for Young Adults

.014 C14 Tu 4/5 2:30-3:45 p.m. RWC-I2 N/C

.014 C24 W 4/6 6-7:15 p.m. RWC-I4 N/C

Jackson County

Financial Education for Young Adults

.014 M14 Tu 5/17 Noon-1 p.m. HEC-132 N/C

.014 M24 Th 5/19 6-7 p.m. HEC-132 N/C

WELDING

Course	Day	Dates	Time	Place	Cost
--------	-----	-------	------	-------	------

Josephine County

Welding for the Novice

.703 C14 M 3/28-6/6 6-8:30 p.m. RWC-Y2 \$172

Welding for the Novice II

.703 C24 W 3/30-6/8 6-8:30 p.m. RWC-Y2 \$172

Jackson County

Welding for the Novice

.703 M14 W 3/30-6/8 6-8:30 p.m. SORCC-230 \$172

Welding for the Novice II

.703 M24 W 3/30-6/8 6-8:30 p.m. SORCC-230 \$172

WRITING

Course	Day	Dates	Time	Place	Cost
--------	-----	-------	------	-------	------

Josephine County

Write Your Life Story

.003 C14 W 3/30-6/8 9:30-11:30 a.m. SBDC-1 \$71

Jackson County

The Trick to Getting Published

.793 M14 Sa 4/16-4/30 1-3 p.m. HEC-309 \$35

Write Your Life Story

.005 M14 M 3/28-5/2 10 a.m.-noon RVC-B13 \$71

Workforce Training

Driver Training • 541-956-7116

Commercial Truck Driving and Industry Training/ Professional Certification • 541-245-7900

Medical Terminology and Transcription/Health Care • 541-245-7707

www.rccskillup.com

RCC Workforce Training provides a variety of work-based training and employment development services to meet the specific or aggregated needs of business, industry, and public agencies.

These include support to regional economic development and local manufacturing, short-term skills training (skill-up), leadership and management development training and workshops, lean and continuous improvement training, and customized training services.

Classes help child care providers and parents ‘skill up’

Rogue Community College and PowerUp Academy are “team teaching” an early childhood education series aimed at improving parenting skills.

“Taking an early childhood education course on children’s literature gave me new tools I could take home and use right away,” said Stacie Grier, the mother of 2-year-old twin boys.

The class is part of a series taught by instructors from RCC’s Early Childhood and Elementary Education (ECEE) program and offered in conjunction with PowerUp Academy, a partnership of local workforce and educational organizations. Classes are open to child care providers and parents of young children.

“As a new parent myself, I saw these courses and thought I could really get a lot out of them,” said Grier, who is also a program coordinator with PowerUp. “It makes sense to get the same training as child care providers get,” she added. “It’s a great way, too, for child care providers to ‘skill themselves up’ in their professional careers.”

The classes are available, accessible and affordable, according to Grier, who says she doesn’t have time to take a regular quarter-long class.

“But I learned so much about children’s literature in two hours. I absolutely will take more classes. I’m sharing this information on my Facebook page with all my mom friends.”

The classes, generally taught in two-hour blocks on evenings and weekends, include A Leap into Language, The Magic of Children’s Books, and Encouraging Creativity. The classes may soon go online as well.

“Our goal is for providers and parents to have access to quality and effective training that meets them where they are, with the ultimate goal of children benefiting,” said Rene Wold, part-time ECEE instructor and a program analyst with the Child Care Resource Network, a Job Council program. “Child care providers are an important part of our workforce, and they’re helping raise the next generation of children.”

RCC offers four 3-credit classes to help child care providers move up

Short-Term Skills Training

Short-term skills training allows hundreds of hours of industry-specific instruction and lab time to be completed in a hands-on setting with modern equipment and trade-experienced instructors. Training focuses on job-related skills, is completed within a few weeks to a few months, and may lead directly to employment placement, job advancement or licensure.

Continuing Education

Continuing Education classes provide skill and licensure required coursework for professionals in various occupations. Continuing Education Units (CEUs) are available for many classes.

Customized and Contracted Training

RCC offers customized and contract education and training services customized to meet the specific needs of businesses and public agencies.



From left, Rene Wold, part-time RCC Early Childhood and Elementary Education instructor; Stacie Grier, PowerUp program coordinator; and Eileen Micke-Johnson, ECEE Department chair.

the career ladder and parents learn new skills, according to Eileen Micke-Johnson, ECEE Department chair.

“We’ve broken those classes into 1-credit modules and then taken it down further into two- and two-and-a-half hour classes,” she said. “That means a provider can take classes and get required training hours, or they could take a series and get credit and Pathways certificates. The series, which will be offered next year so that people can take classes they missed, costs \$18 and includes a book of activities.

PowerUp Academy is a partnership of the Child Care Resource Network, Rogue Valley Workforce Partnership, The Job Council, SOREDI, RCC and Southern Oregon University. For more information visit www.SOPowerUp.com.

Or call Lorena Juarez at the Child Care Resource Center, 541-842-2610, or e-mail LorenaJ@JobCouncil.org.

How to read this schedule...

INDUSTRY TRAINING/PROFESSIONAL CERTIFICATION

Course	Day	Dates	Time	Place	Cost
Jackson County					
Traffic Control Flagger Certification					
9.019 T14	Sa	4/19	9 a.m.-4 p.m.	TRC-184	\$95
Course number	M-Monday Tu-Tuesday W-Wednesday Th-Thursday F-Friday Sa-Saturday Su-Sunday	Indicates time of class	Starts month/day - ends month/day	Location (see Web site for specific information)	Cost (additional fees may apply)

HEC RCC/SOU Higher Education Center, Medford
 RWC Redwood Campus, Grants Pass
 NMHS North Medford High School, Medford
 TRC Table Rock Campus, White City

www Class offered on the Web

DRIVER TRAINING

See Driver Training section on page 5 in this schedule.

CONTINUING DENTAL EDUCATION

Continuing education opportunities for dental professionals are available. More information available at www.roguecc.edu/Dental or by calling 541-245-7751.

HEALTH CARE

Course	Day	Dates	Time	Place	Cost
Josephine County					
Ethical Issues in Health Care: A Professional Approach					
9.485 T14	M/Tu	4/18-4/19	5-8 p.m.	RWC-V1	\$56
9.485 T24	Sat	5/7	9 a.m.-4 p.m.	RWC-V1	\$56

Jackson County

Ensuring Quality Care – Adult Foster Care Provider Training					
9.412 T14	F	4/1-4/29*	9 a.m.-4:30 p.m.*	RWC-G3	\$200
9.412 T24	Th	5/12-6/9*	9 a.m.-4:30 p.m.*	TRC-184	\$200

*Last day is 9-11 a.m.

Ethical Issues in Health Care: A Professional Approach					
9.485 T34	Sa	4/9	9 a.m.-4 p.m.	HEC-117	\$56
9.485 T44	M/Tu	5/16-5/17	5-8 p.m.	HEC-132	\$56

WORKFORCE RETENTION/JOB SKILLS

Course	Day	Dates	Time	Place	Cost
Workforce Retention Skills: Get the Interview with Resumes and Cover Letters					
9.003 T14	Sa	4/2-4/9	10-11:30 a.m.	HEC-119	\$40
Workforce Retention Skills: Win the Interview with Face-to-Face Techniques					
9.003 T24	Sa	4/16-4/23	10-11:30 a.m.	HEC-119	\$40
Workforce Retention Skills: Keep the Job by Maintaining Workplace Standards					
9.003 T34	Sa	4/30	9 a.m.- noon	HEC-119	\$40

ONLINE/DISTANCE LEARNING

Course	Day	Dates	Time	Place	Cost
Personal Care Attendant Training www					
HC50 T14	TBA	TBA	Online	Online	\$149*

*Does not include \$30 Web fee and cost of textbooks.

INDUSTRY TRAINING/PROFESSIONAL CERTIFICATION

Course	Day	Dates	Time	Place	Cost
Jackson County					
Traffic Control Flagger Certification					
9.019 T14	Sa	4/9	9 a.m.-4 p.m.	TRC-184	\$95
9.019 T24	Sa	5/14	9 a.m.-4 p.m.	TRC-184	\$95
Forklift Operator Safety Training					
9.160 T14	W	4/13	8 a.m.-1 p.m.	TRC-140	\$99
9.160 T24	F	6/3	8 a.m.-1 p.m.	TRC-140	\$99

Small Business Development Center

541-956-7494 • www.roguecc.edu/sbdc

Your success is the goal at SBDC. Take advantage of the wide range of services.

Free business advising

Whether your business is relatively new or you're researching the feasibility of starting a new business, the RCC Small Business Development Center is here to help. The center provides one-on-one business advising, equips you with information to solve business challenges, answers your questions, acts as a sounding board, and guides you in the right direction. Expert financial analysis services using a powerful financial analysis tool are an important service. SBDC is a recognized business authority in the area and dedicated to helping you start and/or grow your business. Jackson County businesses can access business advising through SOU's SBDC at the RCC/SOU Higher Education Center in Medford.

Next Level Plan

The Next Level Plan provides existing, mature businesses with free, world-class business advice and expert resources to get you to the "next level" of growth. The NLP staff has global experience with growth strategies, government contracting, IT, marketing, sales, mergers, acquisitions, start-ups and strategic planning. The highly skilled staff can help get your business to the "next level."

Small Business Management

RCC's Small Business Management (SBM) plan is a nine-month training comprised of monthly classroom instruction followed by monthly

on-site business advising. Choose from any of the following options that fit your business needs:

- Traditional SBM offered in Jackson County
- SBM Business Technology with an emphasis on using technology to enhance core business management processes and operations
- SBM ODOT with an emphasis on doing business with the Oregon Department of Transportation

Microenterprise businesses

If you qualify as a microentrepreneurial business or potential business, you can take any of the business classes to help you start or grow your business at a greatly reduced tuition. This is made possible by a grant that can reduce tuition 90 percent for new businesses and 60 percent for existing businesses. Some of the popular classes include business planning, website design, QuickBooks, Contractor Education and more.

Business training

The Small Business Development Center offers businesses in both counties a wide range of business-related courses to help you succeed in your business or career. For a complete listing visit www.roguecc.edu/sbdc.

The Small Business Development Center cares about your success and believes your well-run business will help sustain economic growth and create a healthy community. Call the SBDC at 541-956-7494 for an appointment. If you are in the Illinois Valley, call Kenny Houck at 541-956-7400. In the Wolf Creek/Sunny Valley area, call Glen Brady at 541-866-2470.

Microenterprise grants help businesses flourish

Thanks to help from microenterprise grants, a growing number of small businesses — existing and potential — are gaining new skills and know how.

To participate, companies or individuals need to have five or fewer employees and meet low- to moderate-income levels for Josephine County. Eligible businesses or individuals may receive substantial discounts for classes and services such as developing business plans.

They also receive free business advising assistance and technical expertise from counselors well versed in the challenges of establishing a business, according to John Lopez, director of RCC's Small Business Development Center. As of last September, approximately 97 clients had taken 241 classes.

"The vast majority, about 74 of them, are people wanting to create a new business," Lopez said. The most popular classes focus on business startup skills, along with website design, financial management, contractor education, and business software.

John Gardiner and Christine Perala Gardiner, owners of Suri Futures Inc. in Cave Junction, are utilizing the program as they develop their



John and Christine Perala Gardiner own a microenterprise business in the Illinois Valley, Suri Futures.

alpaca business.

"Without the support of the RCC SBDC and the microenterprise program, our business wouldn't be prospering like it is," said Ms. Gardiner. "They've been a tremendous help to us as we've worked to establish a brand new industry in the Illinois Valley."

RCC staff helped the Gardiners develop a secure online payment gateway for selling alpaca socks.

"I learned those skills through this program," she said.

The Gardiners are working with other local alpaca owners to attain equipment for cleaning and sorting wool, eliminating the need to send fleece out of the area and creating openings for employees. RCC Workforce Training staff will be a training resource for them, Lopez noted.

The microenterprise grants' greatest benefits are for fledgling businesses. "They can gain a much better grasp of how businesses operate based on an analysis of their situation and our recommendations on how to position themselves to meet the challenges," Lopez said.

Small Business Development Center Schedule

www.roguecc.edu/sbdc



How to read this schedule...

COMPUTER TRAINING FOR BUSINESS USE

Course	Day	Dates	Time	Place	Cost
9.254 S24	TH	4/14-4/28	6-9 p.m.	SBDC-2	\$150

Josephine County
Business Planning for Success: Business Growth Strategies

Course number | M-Monday | Indicates time of class | Location (see Web site for specific information) | Cost (additional fees may apply)

Tu-Tuesday | W-Wednesday | Th-Thursday | F-Friday | Sa-Saturday | Su-Sunday | Starts month/day - ends month/day

HEC RCC/SOU Higher Education Center, Medford
KBB Kerby Belt Building, Kerby
SBDC Small Business Development Center, Grants Pass
TRC Table Rock Campus, White City



New class being offered



Small Business Administration sponsored

BUSINESS FORUMS

Course	Day	Dates	Time	Place	Cost
9.843 S14	Tu/W	4/5-4/6	9 a.m.-5 p.m.	Adorabella Alpacas	\$350
Alpaca Shearing					
Business Forum: Smart Start Your Business					
9.253 S14	F	4/1	9 a.m.-noon	KBB-3	N/C
9.253 S24	Tu	4/5	9 a.m.-noon	SBDC-2	N/C
9.253 S34	Tu	4/19	6-9 p.m.	SBDC-2	N/C
9.253 S44	Tu	5/3	9 a.m.-noon	SBDC-2	N/C
9.253 S54	F	5/6	9 a.m.-noon	KBB-3	N/C
9.253 S64	Tu	5/17	6-9 p.m.	SBDC-2	N/C
9.253 S74	F	6/3	9 a.m.-noon	KBB-3	N/C
9.253 S84	Tu	6/7	9 a.m.-noon	SBDC-2	N/C
9.253 S94	Tu	6/21	6-9 p.m.	SBDC-2	N/C
Business Forum: Small Business Owners Tax Workshop 					
9.253 SA4	F	6/10	9 a.m.-noon	SBDC-2	\$59
Business Forum: Employer Payroll Tax Workshop for Small Business 					
9.253 SB4	F	6/10	1-4 p.m.	SBDC-2	\$59
Business Forum: Employer Payroll Tax Workshop for Small Business Tuition Discount					
9.253 SC4	F	6/10	1-4 p.m.	SBDC-2	\$49

BUSINESS SUCCESS FOR ENTREPRENEURS

Recognition awards and Continuing Education Units (CEUs) for these courses are available when requested in advance.

Course	Day	Dates	Time	Place	Cost
Josephine County					
Business Planning for Success: Business Readiness					
9.254 S24	Th	4/14-4/28	6-9 p.m.	SBDC-2	\$150
9.254 S44	TBA	TBA	9 a.m.-noon	KBB-3	\$150
Business Planning for Success: Creating Your Business Plan					
9.254 S14	M/Th	6/6-6/16	1-4 p.m.	SBDC-lab	\$215
Business Planning for Success: Planning and Managing Your Business					
9.254 S34	Th	5/5-5/26	6-9 p.m.	SBDC-2	\$300
9.254 S54	TBA	TBA	9 a.m.-noon	KBB-3	\$300
Selling And Presentation Skills: Effective, Efficient Sales Solutions 					
9.276 S14	Tu/Th	5/24-5/26	6-9 p.m.	KBB-3	\$99

FUNDAMENTALS OF FINANCE AND ACCOUNTING

Recognition awards and Continuing Education Units (CEUs) for these courses are available when requested in advance.

Course	Day	Dates	Time	Place	Cost
Josephine County					
Fundamentals of Finance and Accounting: Bookkeeping Basics					
9.549 S14	M/W	4/4-4/11	6-9 p.m.	SBDC-2	\$159
Fundamentals of Finance and Accounting: Financial Statements					
9.549 S24	W/M	4/13-4/18	6-9 p.m.	SBDC-2	\$99
Fundamentals of Finance and Accounting: Financial Statements					
9.549 S54	M/W	4/25-4/27	6-9 p.m.	KBB-3	\$99
Fundamentals of Finance and Accounting: Payroll Basics					
9.549 S34	W/M	4/20-4/25	6-9 p.m.	SBDC-2	\$99
Fundamentals of Finance and Accounting: Payroll Basics					
9.549 S64	M/W	5/2-5/4	6-9 p.m.	KBB-3	\$99
Fundamentals of Finance and Accounting: Payroll Basics Series Discount					
9.549 S44	W/M	4/20-4/25	6-9 p.m.	SBDC-2	\$79
Fundamentals of Finance and Accounting: Payroll Basics Series Discount					
9.549 S74	M/W	5/2-5/4	6-9 p.m.	KBB-3	\$79

Jackson County

Fundamentals of Finance and Accounting: Bookkeeping Basics					
9.549 S84	Tu/Th	4/26-5/3	6-9 p.m.	HEC-222	\$159
Fundamentals of Finance and Accounting: Financial Statements					
9.549 S94	Th/Tu	5/5-5/10	6-9 p.m.	HEC-222	\$99
Fundamentals of Finance and Accounting: Payroll Basics					
9.549 SA4	Th/Tu	5/12-5/17	6-9 p.m.	HEC-222	\$99
Fundamentals of Finance and Accounting: Payroll Basics Series Discount					
9.549 SB4	Th/Tu	5/12-5/17	6-9 p.m.	HEC-222	\$79

SMALL BUSINESS MANAGEMENT

Recognition awards and Continuing Education Units (CEUs) for these courses are available when requested in advance.

Josephine County

SBM Technology

Small Business Management – Minimum One Year in Business

9.262 B14	Tu	4/12 5/10 6/14	6-9 p.m.	SBDC-2	\$200
-----------	----	----------------------	----------	--------	-------

Small Business Management – Additional Person from the Same Enrolled and Paid Business

9.262 B24	Tu	4/12 5/10 6/14	6-9 p.m.	SBDC-2	\$75
-----------	----	----------------------	----------	--------	------

Small Business Management: Oregon Department of Transportation (ODOT)

Small Business Management: ODOT – Minimum One Year in Business

9.262 B74	Tu	4/26 5/24 6/28	6-9 p.m.	SBDC-2	\$200
-----------	----	----------------------	----------	--------	-------

Small Business Management: ODOT – Additional Person from the Same Enrolled and Paid Business

9.262 B84	Tu	4/26 5/24 6/28	6-9 p.m.	SBDC-2	\$150
-----------	----	----------------------	----------	--------	-------

Jackson County

Small Business Management – Minimum One Year in Business

9.262 B44	Tu	4/12 5/10 6/14	6-9 p.m.	HEC-217	\$200
-----------	----	----------------------	----------	---------	-------

Small Business Management – Additional Person from the Same Enrolled and Paid Business

9.262 B54	Tu	4/12 5/10 6/14	6-9 p.m.	HEC-217	\$75
-----------	----	----------------------	----------	---------	------

E-COMMERCE AND WEB SITE DEVELOPMENT: WEB ESSENTIAL FOR SMALL BUSINESS

Course	Day	Dates	Time	Place	Cost
--------	-----	-------	------	-------	------

Recognition awards and Continuing Education Units (CEUs) for these courses are available when requested in advance

Josephine County

Web Site Development/Web Essentials: The Basics

9.257 S14	Tu/Th	4/19-4/26	6-9 p.m.	SBDC-LAB	\$159
-----------	-------	-----------	----------	----------	-------

Web Site Development/Web Essentials: Introduction to Web Design

9.257 S24	Th/Tu	4/28-5/17	6-9 p.m.	SBDC-LAB	\$219
-----------	-------	-----------	----------	----------	-------

Web Essentials: Introduction to Building a Website with Content Management Systems

9.257 S34	Th/Tu	5/19-6/7	5-7 p.m.	SBDC-LAB	\$212
-----------	-------	----------	----------	----------	-------

Web Site Development/Web Essentials: Introduction to Building a Website with Content Management Systems Series Discount

9.257 S44	Th/Tu	5/19-6/7	5-7 p.m.	SBDC-LAB	\$192
-----------	-------	----------	----------	----------	-------

Jackson County

Web Site Development/Web Essentials: Keyword Research

9.257 S54	Tu/Th	4/5-4/7	9 a.m.-noon	HEC-124	\$99
-----------	-------	---------	-------------	---------	------

Web Site Development/Web Essentials: Pay Per Click Advertising Campaigns

9.257 S64	Tu	4/12	9-11 a.m.	HEC-124	\$40
-----------	----	------	-----------	---------	------

Web Site Development/Web Essentials: Developing and Tracking an Effective Sales Funnel

9.257 S74	Th/Tu	4/14-4/26	9-11 a.m.	HEC-124	\$140
-----------	-------	-----------	-----------	---------	-------

Web Site Development/Web Essentials: Advanced Google Analytics

9.257 S84	Th	4/28	9-11 a.m.	HEC-124	\$40
-----------	----	------	-----------	---------	------

Web Site Development/Web Essentials: Social Media as a “Must Have” Marketing Tool for Business

9.257 S94	Tu	5/3-5/10	9 a.m.-noon	HEC-124	\$99
-----------	----	----------	-------------	---------	------

Web Site Development/Web Essentials: Effective User Testing

9.257 SA4	Th	5/5	9 a.m.-noon	HEC-124	\$59
-----------	----	-----	-------------	---------	------

INDUSTRY TRAINING/PROFESSIONAL CERTIFICATION

Course	Day	Dates	Time	Place	Cost
--------	-----	-------	------	-------	------

Contractor Education

Required for Construction Contractors Board licensing.

Josephine County

Contractor Education – April/May Series

9.133 S14	Tu	4/26	4:30-9 p.m.	SBDC-1	\$350
	W	4/27	5:15-9:30 p.m.	SBDC-2	
	Th	4/28	7-9:30 p.m.	SBDC-1	
	M	5/2	4-9:15 p.m.	SBDC-2	
	Tu	5/3	4:45-9 p.m.	SBDC-2	

Jackson County

Contractor Education – June Series

Cost includes required text.

9.133 S24	W	6/1	4:30-9 p.m.	TRC-184	\$350
	Th	6/2	7-9:30 p.m.		
	M	6/6	5:15-9:30 p.m.		
	Tu	6/7	4-9:15 p.m.		
	W	6/8	4:45-9 p.m.		

NON-PROFIT BUSINESS MANAGEMENT

Course	Day	Dates	Time	Place	Cost
--------	-----	-------	------	-------	------

Recognition awards and Continuing Education Units (CEUs) for these courses are available when requested in advance.

Josephine County

Training for Non-profit Employees: Non-profit Financial Savvy to Build Sustainability

9.011 S14	W	4/27	9 a.m.-noon	SBDC-2	\$59
-----------	---	------	-------------	--------	------

Training for Non-profit Employees: Creative Partnerships and Collaborations

9.011 S24	W	5/18	1-4 p.m.	SBDC-2	\$59
-----------	---	------	----------	--------	------

Training for Non-profit Employees: Creative Partnerships and Collaborations Tuition Discount

9.011 S34	W	5/18	1-4 p.m.	SBDC-2	\$49
-----------	---	------	----------	--------	------

ROGUE MANAGEMENT INSTITUTE

Course	Day	Dates	Time	Place	Cost
--------	-----	-------	------	-------	------

Recognition awards and Continuing Education Units (CEUs) for these courses are available when requested in advance.

Josephine County

Leadership Skills for Managers: Leadership Skills for Managers or Supervisors

9.520 S14	M/W	5/9-5/11	6-9 p.m.	SBDC-2	\$99
-----------	-----	----------	----------	--------	------

Communication Skills for Managers: Getting Results with Effective Communication

9.551 S14	M/W	5/23-5/25	6-9 p.m.	SBDC-2	\$99
-----------	-----	-----------	----------	--------	------

Communication Skills for Managers: Getting Results with Effective Communication Tuition Discount

9.551 S24	M/W	5/23-5/25	6-9 p.m.	SBDC-2	\$79
-----------	-----	-----------	----------	--------	------

Jackson County

Managing People: Common Employment-related Mistakes and How to Avoid Them

9.513 S34	M/W	4/18-4/20	6-9 p.m.	HEC-222	\$99
-----------	-----	-----------	----------	---------	------

Small Business Development Center Schedule

www.roguecc.edu/sbdc



COMPUTER TRAINING FOR BUSINESS USE

Recognition awards and Continuing Education Units (CEUs) for these courses are available when requested in advance

Josephine County

Course	Day	Dates	Time	Place	Cost
QuickBooks Pro for Business or Office – Beginning					
9.736 S14	M/W	5/9-5/25	6-9 p.m.	SBDC-Lab	\$219
QuickBooks Pro for Business or Office – Intermediate					
9.736 S24	W/M	6/1-6/6	6-9 p.m.	SBDC-Lab	\$99
QuickBooks Pro Business or Office – Intermediate Series Discount					
9.736 S34	W/M	6/1-6/6	6-9 p.m.	SBDC-Lab	\$89
Microsoft Access for Business or Office: Plan Your Database					
9.710 S14	Sa	5/14	9 a.m.-noon	SBDC-Lab	\$59
Microsoft Access for Business or Office: Forms and Reports					
9.710 S24	Sa	5/14	1-4 p.m.	SBDC-Lab	\$59
Microsoft Access for Business or Office: Queries					
9.710 S34	Sa	5/21	9 a.m.-noon	SBDC-Lab	\$59
Microsoft Access for Business or Office: Queries Series Discount					
9.710 S44	Sa	5/21	9 a.m.-noon	SBDC-Lab	\$39
Microsoft Excel for Business or Office: Getting Started					
9.741 S14	M	4/4	6-9 p.m.	SBDC-Lab	\$59
Microsoft Excel for Business or Office: Getting Started					
9.741 S74	M	5/9	6-9 p.m.	KBB-3	\$59
Microsoft Excel for Business or Office: Formulas					
9.741 S24	W	4/6	6-9 p.m.	SBDC-Lab	\$59
Microsoft Excel for Business or Office: Formulas					
9.741 S84	W	5/11	6-9 p.m.	KBB-3	\$59
Microsoft Excel for Business or Office: Charts					
9.741 S34	M	4/11	6-9 p.m.	SBDC-Lab	\$59
Microsoft Excel for Business or Office: Charts					
9.741 S94	M	5/16	6-9 p.m.	KBB-3	\$59
Microsoft Excel for Business or Office: Databases					
9.741 S44	W	4/13	6-9 p.m.	SBDC-Lab	\$59
Microsoft Excel for Business or Office: Databases					
9.741 SA4	W	5/18	6-9 p.m.	KBB-3	\$59
Microsoft Excel for Business or Office: Object Linking and Imbedding – OLE					
9.741 S54	M	4/18	6-9 p.m.	SBDC-Lab	\$59
Microsoft Excel for Business or Office: Object Linking and Imbedding – OLE					
9.741 SB4	M	5/23	6-9 p.m.	KBB-3	\$59
Microsoft Excel for Business or Office: Object Linking and Imbedding – OLE Series Discount					
9.741 S64	M	4/18	6-9 p.m.	SBDC-Lab	\$19
Microsoft Excel for Business or Office: Object Linking and Imbedding – OLE Series Discount					
9.741 SC4	M	5/23	6-9 p.m.	KBB-3	\$19
Microsoft Word for Business or Office: Getting Started					
9.742 S14	W	4/20	6-9 p.m.	SBDC-Lab	\$59
Microsoft Word for Business or Office: Creating Complex Documents					
9.742 S24	M	4/25	6-9 p.m.	SBDC-Lab	\$59
Microsoft Word for Business or Office: Desktop Publishing and Graphics					
9.742 S34	W/M	4/27-5/2	6-9 p.m.	SBDC-Lab	\$99
Microsoft Word for Business or Office: Merging					
9.742 S44	W	5/4	6-9 p.m.	SBDC-Lab	\$59
Microsoft Word for Business or Office: Merging Series Discount					
9.742 S54	W	5/4	6-9 p.m.	SBDC-Lab	\$29

Small Business Development Center

Jackson County

QuickBooks Pro for Business or Office – Beginning					
9.736 S44	Th/Tu	5/19-6/7	6-9 p.m.	HEC-124	\$219
QuickBooks Pro for Business or Office – Intermediate					
9.736 S54	W/Th	6/8-6/9	6-9 p.m.	HEC-124	\$99
QuickBooks Pro for Business or Office – Intermediate Series Discount					
9.736 S64	W/Th	6/8-6/9	6-9 p.m.	HEC-124	\$89
Microsoft Office 2007 Series for Business					
Includes hands-on instruction for applications that allow completion of tasks easily and quickly. Instructor is available for questions after course completion. Note location and time. Prerequisite/requirements: Basic computer knowledge.					
Microsoft Access for Business or Office: Plan Your Database					
9.710 S54	Tu	5/10	6-9 p.m.	HEC-124	\$59
Microsoft Access for Business or Office: Forms and Reports					
9.710 S64	Th	5/12	6-9 p.m.	HEC-124	\$59
Microsoft Access for Business or Office: Queries					
9.710 S74	Tu	5/17	6-9 p.m.	HEC-124	\$59
Microsoft Access for Business or Office: Queries Series Discount					
9.710 S84	Tu	5/17	6-9 p.m.	HEC-124	\$39
Microsoft Excel for Business or Office: Getting Started					
9.741 SD4	Tu	4/5	6-9 p.m.	HEC-124	\$59
Microsoft Excel for Business or Office: Formulas					
9.741 SE4	Th	4/7	6-9 p.m.	HEC-124	\$59
Microsoft Excel for Business or Office: Charts					
9.741 SF4	Tu	4/12	6-9 p.m.	HEC-124	\$59
Microsoft Excel for Business or Office: Databases					
9.741 SG4	Th	4/14	6-9 p.m.	HEC-124	\$59
Microsoft Excel for Business or Office: Object Linking and Imbedding – OLE					
9.741 SH4	Tu	4/19	6-9 p.m.	HEC-124	\$59
Microsoft Excel for Business or Office: Object Linking and Imbedding – OLE Series Discount					
9.741 SJ4	Tu	4/19	6-9 p.m.	HEC-124	\$19
Microsoft Word for Business or Office: Getting Started					
9.742 S64	Th	4/21	6-9 p.m.	HEC-124	\$59
Microsoft Word for Business or Office: Creating Complex Documents					
9.742 S74	Tu	4/26	6-9 p.m.	HEC-124	\$59
Microsoft Word for Business or Office: Desktop Publishing and Graphics					
9.742 S84	Th/Tu	4/28-5/3	6-9 p.m.	HEC-124	\$99
Microsoft Word for Business or Office: Merging					
9.742 S94	Th	5/5	6-9 p.m.	HEC-124	\$59
Microsoft Word for Business or Office: Merging Series Discount					
9.742 SA4	Th	5/5	6-9 p.m.	HEC-124	\$29

The Small Business Development Center is partially funded by the U.S. Small Business Administration. All opinions, conclusions or recommendations expressed are those of the author(s) and do not necessarily reflect the views of the SBA.

Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Contact the RCC Small Business Development Center, 214 SW Fourth Street, Grants Pass, OR 97526, 541-956-7494.



Classes available for credit

Locations

AMS	Ashland Middle School
HEC	RCC/SOU Higher Education Center, Medford
NMS	North Middle School, Grants Pass
NMHS	North Medford High School, Medford
RVC	Riverside Campus, Medford
RWC	Redwood Campus, Grants Pass
TBA	To be arranged
TRC	Table Rock Campus, White City

To enroll in credit classes follow these easy steps:

1. Apply for financial aid at www.fafsa.ed.gov.
2. Get admitted to the college at www.rougecc.edu/Students/start.asp.
3. Take a placement test.
4. Attend an orientation and advising session.

Visit www.rougecc.edu/Schedule for information about these and other credit classes.

LANDSCAPE

Course	Cr	Day	Dates	Time	Place	Cost
Josephine County						
Plant Identification II						
LAT111 U14	3	Tu	3/29-6/7	2-4:50 p.m.	RWC-G3	\$297
Jackson County						
Turfgrass Management						
LAT130 U14	3	W	3/30-6/8	6-8:50 p.m.	TRC-126	\$297
Landscape Management						
LAT137 U14	3	M	3/28-6/6	6-8:50 p.m.	TRC-124	\$297
CWE/Landscape						
LAT180 U34	3	TBA	TBA	TBA	TBA	\$225
Special Studies: Landscape Design						
LAT199 U14	3	Th	3/31-6/9	6-8:50 p.m.	TRC-125C	\$297

MEDICAL

Course	Cr	Day	Dates	Time	Place	Cost
Josephine County						
Medical Terminology: Introduction						
MO100 U14	3	Tu/Th	3/29-5/17	6-7:50 p.m.	RWC-G4	\$225
MO100 U24	3	M/W	3/28-5/16	10-11:50 a.m.	RWC-13	\$225
Jackson County						
Medical Terminology: Introduction						
MO100 U34	3	M/W	3/28-5/16	3-4:50 p.m.	RVC-A12	\$225
MO100 U44	3	M/W	3/28-5/16	10-11:50 a.m.	RVC-A12	\$225
MO100 U54	3	Tu/Th	3/29-5/17	7-8:50 p.m.	HEC-320	\$225
Medical Terminology: Clinical						
MO110 U14	3	Tu/Th	3/29-5/17	3-4:50 p.m.	HEC-214	\$290
Medical Transcription Part I						
MO150A U14	3	M/W	3/28-5/23	5:30-9:20 p.m.	RVC-B18	\$575
Medical Transcription Part II						
MO150B U14	3	M/W	3/28-5/23	5:30-9:20 p.m.	RVC-B18	\$575
Medical Transcription Part III						
MO150C U14	3	M/W	3/28-5/23	5:30-9:20 p.m.	RVC-B18	\$575

MUSIC

Course	Cr	Day	Dates	Time	Place	Cost
Josephine County						
Community Concert Band						
MUP102 014	1	M	3/28-6/6	7-8:50 p.m.	NMS	\$75
Community Orchestra						
MUP142 014	1	W	3/30-6/8	6:30-8:20 p.m.	RWC-ROGUE	\$75
Chorus						
MUS220 014	1	M	3/28-6/6	7-8:50 p.m.	RWC-T2	\$75
Jackson County						
Community Concert Band						
MUP102 R14	1	Tu	3/29-6/7	7-8:50 p.m.	AMS	\$75
Jazz Ensemble						
MUP105 R14	1	Th	3/31-6/9	6:30-8:20 p.m.	NMHS	\$75
Chorus						
MUS220 R14	1	Th	3/31-6/9	1:30-3:20 p.m.	RVC-B13	\$75

RECREATION

Course	Cr	Day	Dates	Time	Place	Cost
Josephine County						
Rafting						
PE185 U14	1	Th/F/Sa	4/13-5/7	TBA	TBA	\$449
Backpacking						
PE185 U34	1	F/Sa/Su	5/24-6/5	TBA	TBA	\$160
PE185 U54	1	F/Sa/Su	5/18-5/29	TBA	TBA	\$160
Jackson County						
Backpacking						
PE185 U24	1	F/Sa/Su	5/24-6/5	TBA	TBA	\$160
PE185 U64	1	F/Sa/Su	5/18-5/29	TBA	TBA	\$160
Rafting						
PE185 U44	1	Th/F/Sa	4/13-5/7	TBA	TBA	\$449

TRUCK DRIVING AND TRANSPORTATION

Course	Cr	Day	Dates	Time	Place	Cost
Josephine County						
Commercial Truck Driving						
TD101 T14	2	M/Tu	4/11-4/13	7:30 a.m.-12:30 p.m.	TRC-140	\$409
		W		7:30 a.m.-12:30 p.m.		
TD101 T24	2	M/Tu	5/23-5/25	7:30 a.m.-12:30 p.m.	TRC-140	\$409
		W		7:30 a.m.-12:30 p.m.		
Commercial Truck Driver Training Advanced Topics						
TD110 T14	3	M/Th/F	4/13-4/19	7:30 a.m.-10:30 a.m.	TRC-140	\$403
		Tu		7:30 a.m.-10:30 a.m.		
		W		1-4:30 p.m.		
TD110 T24	3	M/Th/F	5/25-6/1	7:30 a.m.-4:30 p.m.	TRC-140	\$403
		Tu		7:30 a.m.-10:30 a.m.		
		W		1-4:30 p.m.		
Commercial Truck Driving Practical Applications						
TD120 T14	7	M/Tu/W/Th/F	4/19-5/13	7:30 a.m.-4:30 p.m.	TRC-140	\$2,688
TD120 T24	7	M/Tu/W/Th/F	6/1-6/24	7:30 a.m.-4:30 p.m.	TRC-140	\$2,688

JOSEPHINE COUNTY

RWC

Redwood Campus
 3345 Redwood Hwy.
 Grants Pass, OR 97527
 541-956-7500
 800-411-6508
 or TTY 541-956-7338

EBEC

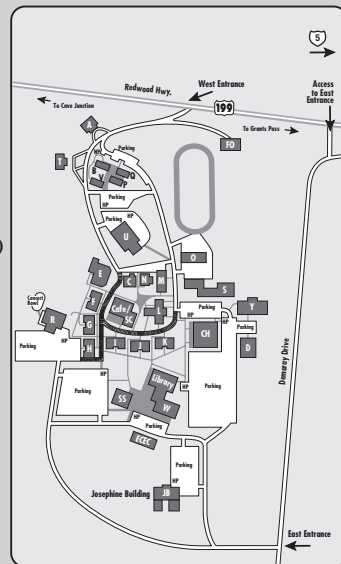
Esther Bristol Education Center
 (formerly Firehouse Art Center)
 214 SW 4th St.
 Grants Pass, OR 97526
 541-956-7490

KBB

Kerby Belt Building
 24311 Redwood Hwy.
 Kerby, OR 97531
 541-592-2103

SBDC

Small Business Development Center
 214 SW 4th St.
 Grants Pass, OR 97526
 541-956-7494



Redwood Campus, Grants Pass

JACKSON COUNTY

RVC

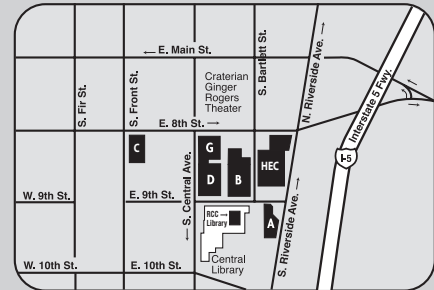
Riverside Campus
 227 E. Ninth (mailing)
 Medford, OR 97501
 541-245-7500

HEC

RCC/SOU Higher Education Center
Riverside Campus
 101 S. Bartlett St.
 Medford, OR 97501
 541-245-7500

TRC

Table Rock Campus
 7800 Pacific Ave.
 White City, OR 97503
 541-245-7900



Riverside Campus, Medford

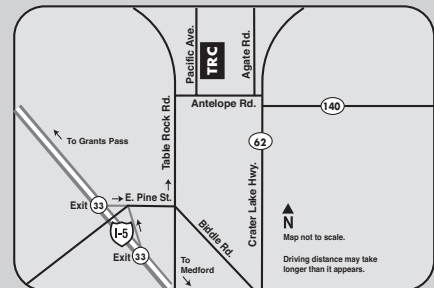


Table Rock Campus, White City

SBDC offers enhanced services to local businesses

Rogue Community College's Small Business Development Center offers a wide range of enhanced services, resources, and partnerships that can help your business reach its full potential. These include:

Economic gardening

Instead of trying to recruit large businesses to relocate here, the recent focus in economic development is increasingly on helping local existing business grow.

"The state and federal governments have concluded that the biggest bang for the buck in developing jobs is with smaller businesses — those with 10-99 employees," said John Lopez, director of the RCC Small Business Development Center. "They're more flexible than large companies. But they can tend to get stuck at a plateau and be unable to grow."

Still a pilot program, the economic gardening team is helping deliver high-powered resources that would be too costly for most local businesses. Economic gardening provides business intelligence on new markets, demographics, and pricing.

"Many businesses are on the brink of growth but lack resources," Lopez said. That's where NEXT Level comes in.

"Dave Ellison and Steve Spilker bring world-class business counseling experience, having been through startups and growth, marketing, govern-



Steve Spilker (left) and Dave Ellison (center) provide business counseling to SBDC clients.

ment contracting and IT on a global scale," Lopez said. "You can't beat the technical expertise they bring and it's free of charge."

Next Level services include strategic business planning, sales and marketing, access to new markets, government contracting, financial analysis, growth strategies, new product assessment, and business referrals.

Optimist

This powerful and sophisticated business software analyzes financial statements, which serve as a "thermometer" of a business' health, according

to Lopez. By determining if operations are within industry standards and fixing shortcomings, owners can potentially increase revenue and decrease expenditures.

Partnerships

The City of Grants Pass, Josephine County, and SOREDI are integral partners with the SBDC. Besides referring many clients to NEXT Level, the partnerships help businesses tap into SOREDI's and governmental resources.

"Between them they have resources that can address almost any basic need companies may encounter, from zoning and planning to access to funds," Lopez said.

Health professions a popular choice for career changes

During this difficult economy many people are changing or redirecting their careers, looking for other opportunities.

For those interested in health care professions, RCC Continuing Education has several classes available including Adult Foster Care and Personal Care Attendant.

Instructor Judi Hill, R.N., has worked for Lovejoy Hospice and since 1975 taught a wide variety of health topics covering caring for seniors. Over the past two



Judi Hill, Adult Foster Care and Personal Care Attendant instructor.

years, she says, more people than ever have started adult foster homes. “Some people are out of work, like a real estate broker and contractor couple. They had a beautiful home, had been taking care of mom and decided to use their extra rooms for the business. Also, I’ve seen grown children who had been taking care of parents and who have large homes. They found it fulfilling work and wanted to help others when their parents had passed. There’s a lot of variety in the foster home owners.”

Adult foster care

Running an adult foster home takes the right kind of person, according to Hill.

“You can’t go into it just for the business side,” she said. “You have to have a caring and loving heart. Those who do it only for the money don’t make it,” she emphasized. “It’s difficult work.”

RCC’s Adult Foster Care training is also for resident care managers (RCM), who run the day-to-day operations of the homes, sometimes in combination with an owner.

“More and more owners need an RCM so they can take time off,” Hill said. “Many owners thought they could do the 24/7 care needed but find they have to share the load. Also, caregivers working at a home often move up into the RCM position.”

Ensuring Quality Care – Adult Foster Care Provider Training will be offered spring term from 9 a.m. to 4:30 p.m. Friday, April 1-29 on the Redwood Campus in Grants Pass, and 9 a.m. to 4:30 p.m. Thursdays, May 12 through June 9 at the Table Rock Campus, White City. The state-mandated certification test will be scheduled from 9 to 11:30 a.m. the last day of each class. Tuition is \$200 and includes the text. For more information and to enroll, call 541-245-7616.

Personal care attendant

A related health care career is personal care attendant. Sometimes called caregiver, it is beginning-level employment doing hands-on medical care. Caregivers may work for an agency such as Senior and Disability Services, for a private care-giving company, or may start their own businesses.

Personal care attendant pay generally ranges from \$9 to \$15 an hour. Working privately is more likely to provide higher-end rates, depending on the clients.

Hill also stresses the need for the right kind of person in this line of work.

“You’ve got to have a caring heart,” she said. “You also need to be fully proficient in English or have it be your first language. Following written or spoken instructions correctly from the client, nurse or doctor is extremely important.”

RCC’s Personal Care Attendant Training class is a combination of online lessons and hands-on experience. There are 40 hours of lessons online, followed by taking a CPR class; a nurse verifies hands-on skills. Students may start anytime and finish the course within a three-month limit or sooner.

For more information and to enroll, call 541-245-7616 or visit www.roguecc.edu/personalcare.

Medical transcription

Another health care job option is medical transcription despite a misconception that voice recognition is taking over the field, according to RCC transcription instructor Renee Stephens.

“Many hospitals and clinics don’t have the voice software needed, and there are thousands and thousands of small physician offices nationwide that still send their reports to transcription companies,” she explained. “At the least, there will always be a need for medical transcription editors to review the patient record entries,” she added.

For more information or to register call 541-245-7707, or visit www.roguecc.edu/Workforce/MedTranscript.

Medical terminology

Finally, a good preparation for all health care fields and related office work is to take a few classes on a stand-alone basis. Medical Terminology Introduction, MO100, is an excellent start.

“Medical degrees always have terminology as a requirement,” said Kenton Gould, an RCC Training Service coordinator.

“Microsoft Word and Excel classes through our Small Business Development Center are also helpful,” he explained. “While not a complete degree or certificate, you can certainly list completing those individual classes on any resume and include the terminology training, showing health care specialization.” For more information call 541-245-7707.



Pictured from left to right: Teresa, Daniel, Andy, Abigail, and Emily Martin.

SBM course helps new business owners through economic downturn

Andy and Teresa Martin moved to Oregon in 2007 looking for a better life for their family.

The following year they became aware of an opportunity to purchase the business where Andy had been working part-time, Great Northwest Music in Grants Pass.

After much deliberation, they bought the company in June 2008, seeing it as an opportunity to be involved in the community as a family and beginning a new chapter in their lives.

Little did they know the difficulties they would face. In a matter of months, the economy entered a recession, which made the job of managing a retail store and music school a challenging and almost impossible task.

By December 2009, the Martins had made all cuts possible but were facing the prospect of closing their business. Fortunately, Andy had enrolled two months earlier in the Small Business Management class offered by the RCC Small Business Development Center.

Ron Goss, an SBM faculty member, advised Andy to reduce non-teaching staff and cut operating costs, which helped stabilize the business.

The monthly interaction in the SBM class with other business owners “has been great,” according to Andy, and each class has taught the couple specific ways to improve their operations.

He also credits other counselors and staff at the SBDC who helped the business with advice, reduced tuition, and support. As a result, Great Northwest Music has made many positive changes in the store that are benefiting customers and the business.

“I have especially appreciated learning about social media and e-mail marketing, and I’m excited about the changes we are continuing to make,” Andy said, “Though we’re not quite out of the woods, we are definitely heading in the right direction.”