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.

Driver training, offered by Rogue Community College, is available at three more area high schools: North Valley, Crater and Eagle Point.
“While 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 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/HSOutreach/pdf/HSDT.pdf.
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.
# Community Education Schedule

www.roguecc.edu/CommunityEd

## ACADEMIC BASICS

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Josephine County</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jewelry and Metalsmithing</td>
<td>.312 C14</td>
<td>Tu</td>
<td>3/29-6/7</td>
<td>6-8 p.m.</td>
<td>RWC-D3</td>
</tr>
<tr>
<td>Digital Photography/Digital DSLR</td>
<td>.060 C14</td>
<td>Tu</td>
<td>3/29-5/3</td>
<td>5-7:30 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>Mommy and Me Toddler Art</td>
<td>.130 C34</td>
<td>F</td>
<td>4/1-5/16</td>
<td>11-1 a.m.</td>
<td>EBC-6</td>
</tr>
<tr>
<td>Pottery</td>
<td>.004 C14</td>
<td>Tu/M</td>
<td>3/29-6/9</td>
<td>1-3:30 p.m.</td>
<td>EBC-3/4</td>
</tr>
<tr>
<td>Stained Glass: Copper Foil Method</td>
<td>.130 C14</td>
<td>W</td>
<td>3/30-5/11</td>
<td>6-9 p.m.</td>
<td>RWC-D3</td>
</tr>
<tr>
<td>Watercolor for Fun – All Levels</td>
<td>.130 C24</td>
<td>W</td>
<td>3/30-4/27</td>
<td>6-8:30 p.m.</td>
<td>EBC-5</td>
</tr>
<tr>
<td>Watercolor for Fun – Painting Water and Reflections</td>
<td>.130 C44</td>
<td>W</td>
<td>5/11-6/8</td>
<td>6-8:30 p.m.</td>
<td>EBC-5</td>
</tr>
<tr>
<td>Jackson County</td>
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</tr>
<tr>
<td>Relax by Painting and Creating with Pastels</td>
<td>.052 M14</td>
<td>M</td>
<td>3/28-4/25</td>
<td>2-5 p.m.</td>
<td>RVC-B13</td>
</tr>
<tr>
<td>Digital Photography I: Basic Digital Camera Instruction</td>
<td>.060 M14</td>
<td>W</td>
<td>3/30-4/28</td>
<td>6 p.m.</td>
<td>RWC-Ch</td>
</tr>
<tr>
<td>Digital Photography II: Mastering the Digital Camera</td>
<td>.060 M24</td>
<td>W</td>
<td>4/27-5/18</td>
<td>6-8 p.m.</td>
<td>RWC-Ch</td>
</tr>
<tr>
<td>Digital Photography III: Advanced Digital Photography Techniques</td>
<td>.060 M34</td>
<td>W</td>
<td>5/25-6/8</td>
<td>6-8:45 p.m.</td>
<td>RVC-Ch</td>
</tr>
<tr>
<td>Creating Beautiful Wedding Photographs</td>
<td>.060 M44</td>
<td>Sa</td>
<td>4/2-4/23</td>
<td>10 a.m.-noon</td>
<td>HEC-121</td>
</tr>
</tbody>
</table>

## ART

<table>
<thead>
<tr>
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<td>.312 C14</td>
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<td>3/29-6/7</td>
<td>6-8 p.m.</td>
<td>RWC-D3</td>
</tr>
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<td>.060 C14</td>
<td>Tu</td>
<td>3/29-5/3</td>
<td>5-7:30 p.m.</td>
<td>RWC-Ch3</td>
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<tr>
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<td>4/1-5/16</td>
<td>11-1 a.m.</td>
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<td>1-3:30 p.m.</td>
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<td>.130 C14</td>
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<td>6-9 p.m.</td>
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<td>6-8:30 p.m.</td>
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</tr>
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<td>W</td>
<td>4/27-5/18</td>
<td>6-8 p.m.</td>
<td>RWC-Ch</td>
</tr>
<tr>
<td>Digital Photography III: Advanced Digital Photography Techniques</td>
<td>.060 M34</td>
<td>W</td>
<td>5/25-6/8</td>
<td>6-8:45 p.m.</td>
<td>RVC-Ch</td>
</tr>
</tbody>
</table>

## COMPUTER TRAINING FOR PERSONAL USE

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
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<th>Time</th>
<th>Place</th>
<th>Cost</th>
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<td>Josephine County</td>
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</tr>
<tr>
<td>Practical Computing for the Everyday User</td>
<td>.701.5 C14</td>
<td>W</td>
<td>4/6-5/11</td>
<td>5-7:30 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>Computers Made Easy and Fun I for Windows 7</td>
<td>.701.1 C14</td>
<td>M</td>
<td>3/28-4/18</td>
<td>6-8 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>Computers Made Easy and Fun II for Windows 7</td>
<td>.701.1 C24</td>
<td>M</td>
<td>5/2-5/23</td>
<td>6-8 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>Discovering Computers the Fun Way</td>
<td>.701.2 C14</td>
<td>F</td>
<td>4/8-5/13</td>
<td>11 a.m.-1 p.m.</td>
<td>KBB-3</td>
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<tr>
<td>MS Excel for Home Use I</td>
<td>.701.6 C14</td>
<td>Th</td>
<td>4/6-5/11</td>
<td>5:30-7:30 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>MS Excel for Home Use II</td>
<td>.701.6 C24</td>
<td>M</td>
<td>5/2-5/23</td>
<td>6-8 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>Photoshop Elements 6.0 – Beginning</td>
<td>.701.3 C14</td>
<td>M</td>
<td>3/28-4/18</td>
<td>6-8 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>Photoshop Elements 6.0 – Level II</td>
<td>.701.3 C24</td>
<td>M</td>
<td>5/2-5/23</td>
<td>6-8 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>Video Editing Basics</td>
<td>.702 C14</td>
<td>W</td>
<td>3/30-4/27</td>
<td>6-8 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>Video Editing – Intermediate</td>
<td>.701 C14</td>
<td>W</td>
<td>4/27-5/18</td>
<td>6-8 p.m.</td>
<td>RWC-Ch3</td>
</tr>
<tr>
<td>Social Media – Facebook Basics</td>
<td>.012 C14</td>
<td>Tu</td>
<td>4/19</td>
<td>6-8 p.m.</td>
<td>RWC-Ch5</td>
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<tr>
<td>Social Media – Facebook Advanced</td>
<td>.012 C24</td>
<td>Tu</td>
<td>4/26</td>
<td>6-8 p.m.</td>
<td>RWC-Ch5</td>
</tr>
<tr>
<td>Social Media – Twitter Techniques</td>
<td>.012 C34</td>
<td>Tu</td>
<td>5/3</td>
<td>6-8 p.m.</td>
<td>RWC-Ch5</td>
</tr>
<tr>
<td>Social Media – Using Google Apps</td>
<td>.012 C44</td>
<td>Tu</td>
<td>5/10</td>
<td>6-8 p.m.</td>
<td>RWC-Ch5</td>
</tr>
<tr>
<td>Social Media – Basic Blogging with Wordpress</td>
<td>.012 C54</td>
<td>Tu</td>
<td>5/17</td>
<td>6-8 p.m.</td>
<td>RWC-Ch5</td>
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<tr>
<td>Social Media – Advanced Blogging with Wordpress</td>
<td>.012 C64</td>
<td>Tu</td>
<td>5/24</td>
<td>6-8 p.m.</td>
<td>RWC-Ch5</td>
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<tr>
<td>Social Media – Advanced Blogging with Wordpress Series Discount</td>
<td>.012 C74</td>
<td>Tu</td>
<td>5/24</td>
<td>6-8 p.m.</td>
<td>RWC-Ch5</td>
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## Outdoor Photography

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>.060 M54</td>
<td>Sa</td>
<td>4/30-5/21</td>
<td>10 a.m.-noon</td>
<td>HEC-121</td>
<td>$85</td>
</tr>
</tbody>
</table>

## How to read this schedule...

<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Starts month/day - ends month/day</td>
<td>(see Web site for specific information)</td>
</tr>
<tr>
<td>Indicates time of class</td>
<td>(additional fees may apply)</td>
</tr>
</tbody>
</table>

**Location**

- **AHS**: Ashland High School
- **CHS**: Crater High School, Central Point
- **EBC**: 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**: Musichead, 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

**Course number**

- NEW: New class being offered

**Notes**

- *No class on April 27.

---

**How to read this schedule**

- **M**-Monday
- **Tu**-Tuesday
- **W**-Wednesday
- **Th**-Thursday
- **F**-Friday
- **Sa**-Saturday
- **Su**-Sunday

**Cost**

- **N/C**: No charge

---

** xen**

- **NEW**: New class being offered
**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 4/12-5/20 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

**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

**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**
- 0.20 M14 M 3/28-5/16 6:30-8:30 p.m. RVC-G5 $92

**Quilting Basics – Your Machine, Materials, Tools and First Block**
- 0.076 M14 Tu 3/29-5/3 6:30-8:30 p.m. NMHS-H33 $86

**Beginning Quilting – Make a Fast and Finished Quilt**
- 0.076 M24 Tu 5/10-5/31 6-8 p.m. NMHS-H33 $76

**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-G1 $85

**American Sign Language (ASL) II**
- 603 C24 Tu 3/29-6/7 6:30-7 p.m. RWC-G1 $85

**Spanish Conversation I**
- 601 C14 M 3/28-6/6 6-7:15 p.m. RVC-B1 $58
- 601 C24 W 3/30-6/8 6-7 p.m. RVC-D1 $58
- 601 M14 W 3/30-6/8 6-7:30 p.m. NMHS-H33 $58

**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-D1 $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 6-7:30 p.m. RVC-B13 $76

**French Conversation II**
- 601.5 M24 Tu 3/29-6/7 5-6:30 p.m. NMHS-FA1 $76

**Italian I – Beginning for Travelers**
- 601.2 M14 W 3/29-5/3 5:30-6:30 p.m. HEC-150A $100

**Italian Conversation – Intermediate and Advanced**
- 601.2 M24 Tu 3/29-5/31 6:30-7:30 p.m. HEC-150A $100
Community Education Schedule
www.roguecc.edu/CommunityEd

Japanese Conversation I
.601 M14 Sa 4/2-6/4 9-10 a.m. HEC-214 $76
Japanese Conversation II
.601 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 M04 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-12 N/C
.014 C24 W 4/6 6-7:15 p.m. RWC-14 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
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.

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.

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 courses 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 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.
# Workforce Training Schedule

**www.rccskillup.com**

---

## How to read this schedule...

### INDUSTRY TRAINING/PROFESSIONAL CERTIFICATION

<table>
<thead>
<tr>
<th>Course number</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.485 T14</td>
<td>M/Tu</td>
<td>4/18-4/19</td>
<td>5-8 p.m.</td>
<td>RWC-V1</td>
<td>$56</td>
</tr>
<tr>
<td>9.485 T24</td>
<td>Sat</td>
<td>5/7</td>
<td>9 a.m.-4 p.m.</td>
<td>RWC-V1</td>
<td>$56</td>
</tr>
</tbody>
</table>

### Jackson County

#### Traffic Control Flagger Certification

- **Course number:** 9.019 T14
- **Day:** Sa
- **Dates:** 4/19
- **Time:** 9 a.m.-4 p.m.
- **Place:** TRC-184
- **Cost:** $95

#### Forklift Operator Safety Training

- **Course number:** 9.160 T14
- **Day:** W
- **Dates:** 4/13
- **Time:** 8 a.m.-1 p.m.
- **Place:** TRC-140
- **Cost:** $99

---

## 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

### Josephine County

#### Ethical Issues in Health Care: A Professional Approach

- **Course number:** 9.485 T14
- **Day:** M/Tu
- **Dates:** 4/18-4/19
- **Time:** 5-8 p.m.
- **Place:** RWC-V1
- **Cost:** $56

#### Ensuring Quality Care – Adult Foster Care Provider Training

- **Course numbers:** 9.412 T14, 9.412 T24
- **Day:** F, Th
- **Dates:** 4/1-4/29*, 5/12-6/9*
- **Time:** 9 a.m.-4:30 p.m., 9 a.m.-4:30 p.m.
- **Place:** RWC-G3, TRC-184
- **Cost:** $200

*Last day is 9-11 a.m.

### Jackson County

#### Ethical Issues in Health Care: A Professional Approach

- **Course number:** 9.485 T34
- **Day:** Sa
- **Dates:** 4/30
- **Time:** 9 a.m.-noon
- **Place:** HEC-119
- **Cost:** $40

---

## Workforce Retention/Job Skills

### Workforce Retention Skills: Get the Interview with Resumes and Cover Letters

- **Course number:** 9.003 T14
- **Day:** Sa
- **Dates:** 4/2-4/9
- **Time:** 10-11:30 a.m.
- **Place:** HEC-119
- **Cost:** $40

### Workforce Retention Skills: Win the Interview with Face-to-Face Techniques

- **Course number:** 9.003 T24
- **Day:** Sa
- **Dates:** 4/16-4/23
- **Time:** 10-11:30 a.m.
- **Place:** HEC-119
- **Cost:** $40

### Workforce Retention Skills: Keep the Job by Maintaining Workplace Standards

- **Course number:** 9.003 T34
- **Day:** Sa
- **Dates:** 4/30
- **Time:** 9 a.m.-noon
- **Place:** HEC-119
- **Cost:** $40

---

## Online/Distance Learning

### Personal Care Attendant Training

- **Course number:** HC50 T14
- **Day:** TBA
- **Dates:** TBA
- **Time:** Online
- **Place:** Online
- **Cost:** $149*

*Does not include $30 Web fee and cost of textbooks.
Inc. in Cave Junction, are utilizing the program as they develop their education, and business software. "We have 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 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.

**Microenterprise grants help businesses flourish**

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.

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# Small Business Development Center Schedule

**www.roguecc.edu/sbdc**

## How to read this schedule...

### COMPUTER TRAINING FOR BUSINESS USE

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
</table>

**Indicates time of class**

**Location (see Web site for specific information)**

**Cost (additional fees may apply)**

### BUSINESS FORUMS

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Alpaca Shearing</strong></td>
<td>9.843</td>
<td>S14</td>
<td>Tu/W</td>
<td>4/5-4/6</td>
<td>9 a.m.-5 p.m.</td>
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**Business Forum: Smart Start Your Business**

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.253</td>
<td>S14</td>
<td>F</td>
<td>4/1</td>
<td>9 a.m.-noon</td>
<td>KBB-3</td>
</tr>
<tr>
<td>9.253</td>
<td>S24</td>
<td>Tu</td>
<td>4/5</td>
<td>9 a.m.-noon</td>
<td>SBDC-2</td>
</tr>
<tr>
<td>9.253</td>
<td>S34</td>
<td>Tu</td>
<td>4/19</td>
<td>6-9 p.m.</td>
<td>SBDC-2</td>
</tr>
<tr>
<td>9.253</td>
<td>S44</td>
<td>Tu</td>
<td>5/3</td>
<td>9 a.m.-noon</td>
<td>SBDC-2</td>
</tr>
<tr>
<td>9.253</td>
<td>S54</td>
<td>F</td>
<td>5/6</td>
<td>9 a.m.-noon</td>
<td>KBB-3</td>
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<tr>
<td>9.253</td>
<td>S64</td>
<td>Tu</td>
<td>5/17</td>
<td>6-9 p.m.</td>
<td>SBDC-2</td>
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<td>9.253</td>
<td>S74</td>
<td>F</td>
<td>6/3</td>
<td>9 a.m.-noon</td>
<td>KBB-3</td>
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<tr>
<td>9.253</td>
<td>S84</td>
<td>Tu</td>
<td>6/7</td>
<td>9 a.m.-noon</td>
<td>SBDC-2</td>
</tr>
<tr>
<td>9.253</td>
<td>S94</td>
<td>Tu</td>
<td>6/21</td>
<td>6-9 p.m.</td>
<td>SBDC-2</td>
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**Business Forum: Small Business Owners Tax Workshop**

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.253</td>
<td>S44</td>
<td>F</td>
<td>6/10</td>
<td>9 a.m.-noon</td>
<td>SBDC-2</td>
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</table>

**Business Forum: Employer Payroll Tax Workshop for Small Business**

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>9.253</td>
<td>SB4</td>
<td>F</td>
<td>6/10</td>
<td>1-4 p.m.</td>
<td>SBDC-2</td>
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</table>

**Business Tuition Discount**

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.253</td>
<td>SC4</td>
<td>F</td>
<td>6/10</td>
<td>1-4 p.m.</td>
<td>SBDC-2</td>
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</table>

### BUSINESS SUCCESS FOR ENTREPRENEURS

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Business Planning for Success: Business Readiness</strong></td>
<td>9.254</td>
<td>S24</td>
<td>TH</td>
<td>4/14-4/28</td>
<td>6-9 p.m.</td>
</tr>
<tr>
<td>9.254</td>
<td>S44</td>
<td>M/Th</td>
<td>6/6-6/16</td>
<td>1-4 p.m.</td>
<td>SBDC-lab</td>
</tr>
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</table>

**Business Planning for Success: Planning and Managing Your Business**

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.254</td>
<td>S34</td>
<td>Th</td>
<td>5/5-5/26</td>
<td>6-9 p.m.</td>
<td>SBDC-2</td>
</tr>
<tr>
<td>9.254</td>
<td>S54</td>
<td>Th</td>
<td>9 a.m.-noon</td>
<td>KBB-3</td>
<td>$300</td>
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</table>

**Selling And Presentation Skills: Effective, Efficient Sales Solutions**

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.276</td>
<td>S14</td>
<td>Tu/Th</td>
<td>5/24-5/26</td>
<td>6-9 p.m.</td>
<td>KBB-3</td>
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</table>

### FUNDAMENTALS OF FINANCE AND ACCOUNTING

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fundamentals of Finance and Accounting: Bookkeeping Basics</strong></td>
<td>9.549</td>
<td>S14</td>
<td>M/W</td>
<td>4/4-4/11</td>
<td>6-9 p.m.</td>
</tr>
<tr>
<td><strong>Fundamentals of Finance and Accounting: Payroll Basics Series Discount</strong></td>
<td>9.549</td>
<td>S44</td>
<td>W/M</td>
<td>4/20-4/25</td>
<td>6-9 p.m.</td>
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**Business Planning for Success: Business Growth Strategies**

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.254</td>
<td>S24</td>
<td>TH</td>
<td>4/14-4/28</td>
<td>6-9 p.m.</td>
<td>SBDC-2</td>
</tr>
</tbody>
</table>

**Fundamentals of Finance and Accounting: Bookkeeping Basics**

<table>
<thead>
<tr>
<th>Course</th>
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<th>Place</th>
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</thead>
<tbody>
<tr>
<td>9.549</td>
<td>S44</td>
<td>TBA</td>
<td>TBA</td>
<td>9 a.m.-noon</td>
<td>KBB-3</td>
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**Fundamentals of Finance and Accounting: Payroll Basics Series Discount**

<table>
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<tr>
<th>Course</th>
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<th>Dates</th>
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<tbody>
<tr>
<td>9.549</td>
<td>S74</td>
<td>TBA</td>
<td>TBA</td>
<td>6-9 p.m.</td>
<td>KBB-3</td>
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### SMALL BUSINESS MANAGEMENT

<table>
<thead>
<tr>
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<th>Dates</th>
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<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SMALL BUSINESS MANAGEMENT</strong></td>
<td>9.262</td>
<td>B14</td>
<td>Th</td>
<td>4/12</td>
<td>6-9 p.m.</td>
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</tbody>
</table>

**NEW**

- New class being offered
- Small Business Administration sponsored

---

**Recognition awards and Continuing Education Units (CEUs) for these courses are available when requested in advance.**
<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Business Management – Additional Person from the Same Enrolled and Paid Business</td>
<td>9.262 B24</td>
<td>Tu</td>
<td>4/12 6-9 p.m.</td>
<td>SBDC-2</td>
<td>$75</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>5/10 6/14</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Small Business Management: Oregon Department of Transportation (ODOT)
Small Business Management: ODOT – Minimum One Year in Business
9.262 B74 | Tu | 4/26 6-9 p.m. | SBDC-2 | $200  |
|           |     |             | 5/24 6/28 |         |       |

Small Business Management: ODOT – Additional Person from the Same Enrolled and Paid Business
9.262 B84 | Tu | 4/26 6-9 p.m. | SBDC-2 | $150  |
|           |     |             | 5/24 6/28 |         |       |

**Jackson County**

Small Business Management – Minimum One Year in Business
9.262 B44 | Tu | 4/12 6-9 p.m. | HEC-217 | $200  |
|           |     |             | 5/10 6/14 |         |       |

Small Business Management – Additional Person from the Same Enrolled and Paid Business
9.262 B94 | Tu | 4/12 6-9 p.m. | HEC-217 | $75   |
|           |     |             | 5/10 6/14 |         |       |

**INDUSTRY TRAINING/PROFESSIONAL CERTIFICATION**

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>Contractor Education</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

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  |
|           |     | 4/27 5:15-9:30 p.m. | SBDC-2 |
|           | Th | 4/28 7:30 p.m. | SBDC-1  |
|           | M  | 5/2 4:15 p.m. | SBDC-2  |
|           | Tu | 5/3 4:45 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 7:30 p.m. |
|           | M  | 6/6 5:15-9:30 p.m. |
|           | Tu | 6/7 4:15 p.m. |
|           | W  | 6/8 4:45 p.m. |

**NON-PROFIT BUSINESS MANAGEMENT**

<table>
<thead>
<tr>
<th>Course</th>
<th>Day</th>
<th>Dates</th>
<th>Time</th>
<th>Place</th>
<th>Cost</th>
</tr>
</thead>
</table>
| 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 | 4/5-4/6 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 | 4/14-4/16 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   |

**ROGUE MANAGEMENT INSTITUTE**

<table>
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<th>Day</th>
<th>Dates</th>
<th>Time</th>
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| 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 (NEW)
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 (NEW)

Communication Skills for Managers: Getting Results with Effective Communication Tuition Discount (NEW)
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 (NEW)
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

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<th>Place</th>
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Josephine 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: Queries
9.710 S64 Th 5/12 6-9 p.m. HEC-124 $59
Microsoft Access for Business or Office: Queries Series Discount
9.710 S74 Tu 5/17 6-9 p.m. HEC-124 $39
Microsoft Excel for Business or Office: Getting Started
9.741 S4 Tu 4/5 6-9 p.m. HEC-124 $59
Microsoft Excel for Business or Office: Formulas
9.741 S64 Th 4/7 6-9 p.m. HEC-124 $59
Microsoft Excel for Business or Office: Charts
9.741 S64 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 S4 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 S4 Tu 4/19 6-9 p.m. HEC-124 $9
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 S34 Th/Tu 4/28-5/3 6-9 p.m. HEC-124 $99
Microsoft Word for Business or Office: Merging
9.742 S84 Th 5/5 6-9 p.m. HEC-124 $59
Microsoft Word for Business or Office: Merging Series Discount
9.742 S94 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.
To enroll in credit classes follow these easy steps:
2. Get admitted to the college at www.roguecc.edu/Students/start.asp.
3. Take a placement test.
4. Attend an orientation and advising session.

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

### LANDSCAPE

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### MEDICAL

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### MUSIC

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### TRUCK DRIVING AND TRANSPORTATION

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<td>2</td>
<td>M/Tu</td>
<td>5/23-5/28</td>
<td>7:30 a.m.-10:30 a.m.</td>
<td>TRC-140</td>
<td>$409</td>
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<td>Commercial Truck Driving Training Advanced Topics</td>
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<td>M/Th/F</td>
<td>5/23-5/28</td>
<td>7:30 a.m.-10:30 a.m.</td>
<td>TRC-140</td>
<td>$403</td>
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Classes available for credit

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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 businesses 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, government 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 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.
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.”