



## TRAINING AND EDUCATION CENTRE KELOWNA FALL 2009 COURSES

*The UFCW 247 Training and Education Centre is the only fully accredited union training facility in Canada, and offers educational programs and courses FREE of charge or at low cost to all members and their families. These training programs are funded by the UFCW 247 Education and Training Trust negotiated by your union.*

### INTRODUCTION TO COMPUTERS

This five session course will give you the basic tools you need to operate your PC to its full potential. Learn how to use the Internet and email more efficiently and create/save files without the fear of losing them. Join other people new to computers and have some fun. Students are required to bring a flash drive to save files.

SEPTEMBER 14<sup>TH</sup> - OCTOBER 19<sup>TH</sup>, MONDAYS @ 7-9 PM (at Banks Centre)  
NOTE: THERE WILL NOT BE A CLASS ON OCTOBER 12<sup>TH</sup> (THANKSGIVING)  
REGISTRATION DEADLINE SEPTEMBER 8<sup>TH</sup>



MANUAL FEE \$10

### MICROSOFT WORD LEVEL I

Learn the tools and tricks needed to create professional looking documents using Microsoft Word. In five sessions you will learn how to format, edit, and replace text, insert borders, and number pages. Students are required to bring a flash drive to save files.

NOVEMBER 16<sup>TH</sup> - DECEMBER 14<sup>TH</sup>, MONDAYS @ 7-9 PM (at Banks Centre)  
REGISTRATION DEADLINE NOVEMBER 5<sup>TH</sup>



MANUAL FEE \$10

### MICROSOFT EXCEL LEVEL I

Create professional spreadsheets to organize and manage data in five sessions. Apply what you learn to organize your household budgets, payment schedules, or for use at work. Students are required to bring a flash drive to save files.

SEPTEMBER 15<sup>TH</sup> - OCTOBER 13<sup>TH</sup>, TUESDAYS @ 7-9 PM (at Banks Centre)  
REGISTRATION DEADLINE SEPTEMBER 8<sup>TH</sup>

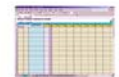


MANUAL FEE \$10

### MICROSOFT EXCEL LEVEL II

Further your skills using this popular spreadsheet program. You will be working with formulas and functions during this five session course. Students are required to bring a flash drive to save files.

PREREQUISITE: MICROSOFT EXCEL LEVEL I  
OCTOBER 20<sup>TH</sup> - NOVEMBER 17<sup>TH</sup>, TUESDAYS @ 7-9 PM (at Banks Centre)  
REGISTRATION DEADLINE OCTOBER 13<sup>TH</sup>



MANUAL FEE \$10

### MICROSOFT POWERPOINT LEVEL I

Learn how to create PowerPoint presentations for work or home. Create professionally personalized slide shows using digital pictures or clip art to dazzle your family, friends, or co-workers. Students are required to bring a flash drive to save files.

SEPTEMBER 17<sup>TH</sup> - OCTOBER 22<sup>ND</sup>, THURSDAYS @ 7 - 9 PM (at Banks Centre)  
REGISTRATION DEADLINE SEPTEMBER 8<sup>TH</sup>



MANUAL FEE \$10

### YOGA THERAPY

Yoga therapy is used to increase joint movement, decrease pain, strengthen muscles, and increase physical energy and endurance. Breathing and relaxation techniques help you to reduce stress and can aid in conditions such as back problems and anxiety. Bring a yoga mat, light blanket, pillow and water to each class.

SEPTEMBER 9<sup>TH</sup> - OCTOBER 7<sup>TH</sup>, WEDNESDAYS @ 6:30-8 PM (at TRADES Centre)  
REGISTRATION DEADLINE AUGUST 31<sup>ST</sup>



### EASTERN FUN FUSION DANCING

This class mixes belly dance isolations and moves, Yoga, Pilates and Indian Bhangra folk dancing. This energetic, lively workout will improve your balance, coordination and gracefulness, while giving you a great workout and burning calories. Bring a yoga mat and water to each class.

SEPTEMBER 9<sup>TH</sup> - OCTOBER 7<sup>TH</sup>, WEDNESDAYS @ 8:15 - 9:15 PM (at TRADES Centre)  
REGISTRATION DEADLINE AUGUST 31<sup>ST</sup>



OR:

OCTOBER 14<sup>TH</sup> - NOVEMBER 18<sup>TH</sup>, WEDNESDAYS @ 8:15 - 9:15 PM (at TRADES Centre)  
NOTE: THERE WILL NOT BE A CLASS ON NOVEMBER 11<sup>TH</sup> (REMEMBRANCE DAY)  
REGISTRATION DEADLINE OCTOBER 5<sup>TH</sup>

### VINYASA FLOW YOGA

Vinyasa yoga involves a carefully arranged sequence of postures with movement from one posture to the next following the breath. The movements interlink postures to form a continuous flow. Bring a yoga mat, towel and water to each class.

SEPTEMBER 10<sup>TH</sup> - OCTOBER 15<sup>TH</sup>, THURSDAYS @ 6 - 7:30 PM (at TRADES Centre)  
REGISTRATION DEADLINE AUGUST 31<sup>ST</sup>

OR:

OCTOBER 22<sup>ND</sup> - NOVEMBER 26<sup>TH</sup>, THURSDAYS @ 6 - 7:30 PM (at TRADES Centre)  
REGISTRATION DEADLINE OCTOBER 13<sup>TH</sup>



### ECLECTIC YOGA

This class is an inspired mix of various yoga styles, as well as a variety of relaxations, Yoga Nidra and guided imagery. This class is suitable for beginners and experienced yoga students with the level of intensity and class content varied according to participants attending. Bring a mat, light blanket, pillow and water to each class.

OCTOBER 14<sup>TH</sup> - NOVEMBER 18<sup>TH</sup>, WEDNESDAYS @ 6:30-8 PM (at TRADES Centre)  
NOTE: THERE WILL NOT BE A CLASS ON NOVEMBER 11<sup>TH</sup> (REMEMBRANCE DAY)  
REGISTRATION DEADLINE OCTOBER 5<sup>TH</sup>



### FOODSAFE LEVEL I

Learn how to prevent cross-contamination and food-borne illness, while learning safe food handling procedures for at home or work during this 1 day course. Successful participants will receive a Food Safe Certificate.

SATURDAY OCTOBER 3<sup>RD</sup> @ 8:30 am - 4:30 pm (at Banks Centre)  
REGISTRATION DEADLINE SEPTEMBER 22<sup>ND</sup>



MANUAL AND EXAM FEE \$25

### SAFE BOATER COURSE - PLEASURE CRAFT OPERATOR CARD EXAM

As of September 15, 2009 all boaters are required to have the Pleasure Craft Operator Card in order to operate any powered watercraft. This law applies to all boaters, regardless of age.

SATURDAY SEPTEMBER 26<sup>TH</sup> @ 10 AM - 1 PM (at Banks Centre)  
REGISTRATION DEADLINE SEPTEMBER 17<sup>TH</sup>



COURSE FEE \$38

## FENG SHUI YOUR LIFE

Feng Shui is the ancient Chinese practice of placement to achieve harmony with the environment. This fun and informative 2.5 hour program will teach you how to combine inner and outer Feng Shui techniques to bring transformative changes to your life.

THURSDAY SEPTEMBER 10<sup>TH</sup> @ 6:30 – 9:00 PM (at Banks Centre)

REGISTRATION DEADLINE AUGUST 31<sup>ST</sup>



## ADHD – NATURAL ALTERNATIVES

Is medication the only option for treating Attention Deficit Hyperactivity Disorder? Join Dr. Jeff Pereverzoff of Active Care Health for this informative session. You will learn about new research and safe natural alternatives that can be used with or without traditional medical treatment.

TUESDAY SEPTEMBER 15<sup>TH</sup> @ 6:30 – 8:30 PM (at Banks Centre)

REGISTRATION DEADLINE SEPTEMBER 8<sup>TH</sup>



## COLORS

Discover the colorful personality of yourself and others. Determine personality colors to enable you to communicate and work in a harmonious way.

MONDAY OCTOBER 26<sup>TH</sup> @ 6:30 – 9:00 PM (at Banks Centre)

REGISTRATION DEADLINE OCTOBER 19<sup>TH</sup>



## RED CROSS DISASTER PREPAREDNESS COURSE

Do you and your family know what to do in case of a natural disaster or other emergency? The Red Cross will teach you what to do, and you will learn how to create your own emergency survival kit.

THURSDAY OCTOBER 29<sup>TH</sup> @ 7 PM - 9 PM (at Banks Centre)

REGISTRATION DEADLINE OCTOBER 22<sup>ND</sup>



## CHRISTMAS BAKING EXCHANGE

Take the hassle out of Christmas baking! Bring one dozen treats for each guest at the baking exchange. You will also receive a mini-cookbook with recipes for all baked goods brought. Bring your own containers and leave with your Christmas baking done!

MONDAY NOVEMBER 2<sup>ND</sup> @ 7 – 9 PM (at Banks Centre)

REGISTRATION DEADLINE OCTOBER 5<sup>TH</sup>



## HOW TO LIVE AND RETIRE WELL

This is a must-have course for anyone thinking of retirement, as it looks at considerations to make your retirement more pleasant.

TUESDAY NOVEMBER 3<sup>RD</sup> @ 6:30 – 8:30 PM (at Banks Centre)

REGISTRATION DEADLINE OCTOBER 26<sup>TH</sup>



## WINE APPRECIATION COURSE

This four week non-tasting program will cover topics such as how wines are made, global and local products and how to select, store and pair wines with various foods. Participants will learn how to make smarter buying decisions to get more enjoyment from their wines.

NOVEMBER 5<sup>TH</sup> – NOVEMBER 26<sup>TH</sup>, THURSDAYS @ 7 – 8:30 PM (at Banks Centre)

REGISTRATION DEADLINE OCTOBER 29<sup>TH</sup>



## TRAVELER'S SPANISH

Did you know that Spanish is the fourth most spoken language in the world? This six session course will help you understand and speak basic Spanish, making your international travels more enjoyable. Ole!

SEPTEMBER 16<sup>TH</sup> – OCTOBER 21<sup>ST</sup>, WEDNESDAYS @ 7 - 9 PM (at Banks Centre)

REGISTRATION DEADLINE SEPTEMBER 8<sup>TH</sup>



MANUAL FEE \$5

## SPANISH LEVEL II

This six session course will build on basic speaking and comprehension skills. You will study advanced grammar and increase your conversational abilities. Become more efficient in communicating and understanding the Spanish language.

*PREREQUISITE: TRAVELER'S SPANISH OR A BEGINNER'S SPANISH COURSE*

OCTOBER 28<sup>TH</sup> – DECEMBER 9<sup>TH</sup>, WEDNESDAYS @ 7 - 9 PM (at Banks Centre)

*NOTE: THERE WILL NOT BE A CLASS ON NOVEMBER 11<sup>TH</sup> (REMEMBRANCE DAY)*

REGISTRATION DEADLINE OCTOBER 19<sup>TH</sup>



MANUAL FEE \$5

## BASIC DRAWING

For most of us, drawing is an acquired skill which is improved with a better understanding of proportions, perspective and anatomy. This course is for beginners as well as those with experience. Students are required to bring drawing paper, pencils, eraser and source pictures (i.e. landscapes, interiors, or faces).

SEPTEMBER 18<sup>TH</sup> – OCTOBER 9<sup>TH</sup>, FRIDAYS @ 6:30 – 9 PM (at Banks Centre)

REGISTRATION DEADLINE SEPTEMBER 8<sup>TH</sup>



## DRAWING LEVEL II

Open to all levels; enjoy painting topics of your choice in the medium of your preference. Pencil crayons, watercolours or chalk pastels are recommended. Students are required to bring drawing paper or watercolour paper as well as preferred drawing medium and source pictures. Pastel users need pastel paper, chalk pastels, putty eraser and fixative spray.

OCTOBER 16<sup>TH</sup> – NOVEMBER 13<sup>TH</sup>, FRIDAYS @ 6:30 – 9 PM (at Banks Centre)

REGISTRATION DEADLINE OCTOBER 5<sup>TH</sup>



### THREE EASY WAYS TO REGISTER:

Phone: 250-861-1226

Email: [jennieo@ufcw247.com](mailto:jennieo@ufcw247.com)

Online: <http://www.ufcw247.com>

**Deposits must be received prior to classes starting to confirm registration.**

**UFCW Local 247 Training Centre  
205-307 Banks Road, Kelowna BC V1X 6A1**

### TRAINING CENTRE POLICIES:

1. Any UFCW Local 247 member is eligible for any membership program, as are their immediate families. Any UFCW Local 1518 member is eligible for any membership program if space is available.
2. Any person enrolled in any of the Training Centre's community outreach programs such as T.R.A.D.E.S. and their immediate families can enroll in membership programs provided there is space available.
3. A non-member can be bumped for a member or family member of UFCW. If bumping occurs one week's notice will be given.
4. Anyone wishing to enroll in any membership program must provide a \$25 deposit. This is refundable upon attendance of at least 50% of classes or if you have given notice that you will not be completing the course.
5. A separate deposit cheque is required for each course. Cheques can be reused if courses do not run at the same time.
6. If you will not be able to start a course that you have enrolled in, at least one week's notice is required or the deposit will be cashed.
7. Course availability is subject to enrollment. If a course is postponed or cancelled due to low enrollment, one week's notice will be given.
8. A minimum of 5 UFCW members or family members must be enrolled for a class to start, and the \$25 deposit will be refunded if the course is cancelled by the Union for any reason.

These policies were adopted by the UFCW Local 2000 Executive Board on October 16, 2000.