

## General Interest & Personal Development

### PILATES

Pilates is a form of exercise designed to **stretch & strengthen** the body using the concepts of “core” strength and stability. In this course, you will learn proper body alignment to achieve muscular balance which makes for a healthy spine, stronger abs and better posture. All exercises have modifications which make the workout safe & challenging for everyone. **You will see & feel results very quickly.** Please bring a yoga mat, towel & water. Beginners welcome!

With **Kathy White**, professional trainer and STOTT Pilates Certified since 2003.

20001 W Sep 20 – Dec 13 6:30 -7:30 pm

No class Nov 15

\$99/12 sessions \$10 drop-in fee

### Downsizing and Clearing Clutter (OR HOW TO ORGANIZE YOUR LIFE) WITH SIMPLIFIED SOLUTIONS

Sorting, organizing, discarding and de-cluttering are all important skills to manage and de-stress your day-to-day life. If you find that you live with too many possessions and need to scale down, you are not alone. You can gain mastery over the possessions that are taking over your space, your garage and your life. Organization specialist, Wesley Brown, makes it fun and challenging for you to learn to sort, value and organize belongings so that you can more easily distribute and discard what is no longer needed. It takes great discipline to let go and take the necessary steps to de-clutter, but you can do it! Wesley has developed a specialized system that includes household, lifestyle, wellness and core simplicity. This is suitable for all ages and stages of clutterers and hoarders.

**Instructor: Wesley Brown.**

20002 T Sep 19 6:30-9:00 pm

20003 T Oct 17 6:30-9:00 pm

20004 T Nov 28 6:30-9:00 pm

\$39/1 session

**About Wesley Brown:** Wesley Brown has over 30 years of experience in communications, sales and organization. He is the Founder and CEO of Simplified Solutions, a Professional Organization and Image Consulting Agency, whose mission is to “add space and transform lives”.

[www.simplifiedsolutions.ca](http://www.simplifiedsolutions.ca)



### COMPUTERS FOR ABSOLUTE BEGINNERS

Now is the time to enter the world of computers. If you need some support, this course is for you. This is a hands on course with individualized instruction. You will develop a basic understanding of computers, get started with word processing, explore the internet and learn about email. Pre-requisite: basic keyboarding skills.

**Instructor: Taannia Flahmeri.**

20005 Sa Oct 14-28 9:30am-12:15 pm

\$119/3 sessions

### LINKEDIN

You’ve probably heard people in the workplace, someone seeking employment or looking for a career change, talk about LinkedIn. So what’s all the buzz about? LinkedIn is one of the largest and most recognized professional networking sites. If you’re a business owner looking to connect with like-minded people in your industry or a professional wanting to explore new career opportunities, this course is for you! Learn how to create an impressive profile summary or enhance your existing one and how to navigate through the site’s features to your benefit. **Instructor: Taannia Flahmeri.**

20006 M Sep 11 6:30-9:30 pm

\$39/1 session

### INTRODUCTION TO MARKETING

Ever wondered what goes on behind the scenes from “I have a great idea!” to turning it into “a profit”? Many believe that selling is marketing but this is just one of the many aspects of successfully launching and sustaining a product/service in this competitive market. If you’re an existing or new business or are thinking of entering this field, this course provides an overview of the concepts and processes of marketing. Learn how to create and execute effective marketing and strategic plans, who your customers and competitors are, communications, how to create promotional plans and budget for them, to how all these facets interconnect with each other. **Instructor: Taannia Flahmeri.**

20007 M/W Oct 16-25 6:30-9:30 pm

\$139/4 sessions

## SOCIAL MEDIA & SOCIAL NETWORKING FOR BUSINESS

There's a big social media and social networking world out there waiting to be explored!

These two online communication platforms are changing how we communicate and network with each other in the workplace and business. Even though they're commonly interchanged, there is a difference between them. Learn the differences, how they interconnect, how to effectively write communication for LinkedIn profiles, blogs, Twitter and Facebook for the workplace or to market your business and network with others. **Instructor: Taannia Flahmeri.**

20008 M/W Oct 30-Nov 6 6:30-9:30 pm  
\$99/3 sessions

**Taannia Flahmeri** has been in the marketing and communications field for over 28 years and completed her Marketing Management Program at B.C.I.T. Throughout her career, she has managed and implemented successful marketing programs and campaigns for both large and small organizations. She also owned and operated a marketing consulting firm managing projects for clients inclusive of business start-ups, new product launches, to strategic planning. Her greatest achievements and satisfaction comes from helping clients continually achieve their goals and raise the bar by providing the proper planning tools and project management expertise. Taannia has been teaching for a number of years and her passion, to help others realize success, also extends into the classroom.



## CREAMS, LOTIONS & HAIR CREATIONS

Making your own moisturizing creams and lotions is simple, fun and affordable! The beauty of making your own products is the knowing exactly what ingredients are being used and combining in recipes that address your skin type and/or skin problem. In this fun and informative class, make and take home a vitamin packed cream, an aloe vera moisturizer, rejuvenating facial oil and an herbal shampoo.

**Bonus:** Bronzing Mica's can be added to your lotion for a sun kissed look! Plus recipes on masks and gentle facial scrubs.

**ALL SUPPLIES INCLUDED IN COURSE FEE.**  
**Instructor: Cheryl Theilade.**

20009 T Oct 17 6:30-9:30 pm  
\$49/1 session

## BEE CAUSE BODY CARE & MORE!

Organic unrefined beeswax is the foundation for many nourishing body care products. The amazing wax actually locks in moisture allowing skin to breath and not only does beeswax keep us moisturized; it also will keep skin protected from the harsh environments. Beeswax also works as a skin softener, and nourishes our skin too. In this class, make and take home a healthy lip balm, an herbal salve, honey & papaya facial mask, lotion bar and a beeswax aromatherapy votive candle. Also, receive recipes on furniture polish and "owie" balm.

**ALL SUPPLIES INCLUDED IN COURSE FEE. Instructor: Cheryl Theilade.**

20010 M Nov 6 6:30-9:30 pm  
\$49/1 session

## SECRET SANTA SKINCARE

Great Stocking Stuffer Gifts! Create luxurious and high quality products using nourishing organic butters, organic oils and botanical extracts without the high cost! In this class, make and take home a Papaya Sugar Scrub giving gentle exfoliation and leaving your skin feeling silky smooth, a Detoxifying Honey n' Papaya Facial Mask, an Exotic Body Butter taking care of dry skin, a variety of Tub Fizzers and an Almond Oatmeal Soap for the sensitive skin type. Also receive recipes on body sprays and tub treats!

**ALL SUPPLIES INCLUDED IN COURSE FEE. Instructor: Cheryl Theilade.**

20011 M Dec 4 6:30-9:30 pm  
\$49/1 session

**Instructor Profile:** Cheryl Theilade has been teaching a variety of classes on natural skincare for over 19 years for various Continuing Education Programs and Community Centres throughout the Lower Mainland. Along with her enthusiasm, spirit and good sense of humour, she shares her knowledge on using ingredients from nature to create affordable, healthy body care products. She offers tips on customizing skincare to suit your own needs or for someone special.

She has appeared on City TV, Vancouver Living and CBC radio, and contributed to articles in, Coco Magazine, North Shore News, The Vancouver Sun and Shared Vision.

## YOU'VE GOT EMAIL

**Setting Priorities at work. Email is simple, but it's not easy. A workshop for busy professionals.**

Doing is learning, and this lively and engaging management level workshop is designed to help teach and reinforce productivity and good teamwork with practical strategies and clever Email hacks. Join Laurie for a fun and interactive presentation, focused on achieving Email mastery, confidence and work-life balance. You will also see improved results in workplace and team communication. You will gain perspective on time wasting habits and how to change them.

### My zero inbox – the three main parts:

- Get control of your workflow
- A systematic way to tackle your Email
- Create a healthy Email culture

20012 W Oct 11 7:00-9:00 pm  
\$49/1 session

**About the Trainer:** After a 10 year career in Communications with Health and Welfare Canada, **Laurie Daschuk**, BA, formed the company 'Stop the Presses' in 1994 and consults with businesses and organizations to coordinate and deliver professional development courses, improve communication and promote work-life balance. Laurie is the current Executive Coordinator for the Fraser Valley Chartered Professional Accountants Association, both the Abbotsford and the Fraser Valley Estate Planning Councils, and the Fraser Valley Tax Technical Group. She travels throughout Western Canada as an Associate trainer with Campeau Learning and Development Inc.

## HOW TO WRITE AND PUBLISH YOUR OWN BOOK IN 40 DAYS

Position yourself as the expert by writing a book. Consider this fact: "The prestige enjoyed by the published author is unparalleled in our society". Take advantage of this fact to make more money in your business or even in your job or career. Learn how to write a book on a subject you are passionate about and how to have it published for little or no money. Taught by millionaire entrepreneur and #1 Amazon Best Selling Author, **Bob Burnham**, who wrote 101 Reasons Why You Must Write a Book. A complete workbook is included.

[www.expertauthorpublishing.com](http://www.expertauthorpublishing.com)

20013 T Oct 24 6:30-9:30 pm  
\$49/1 session

## LEARN TO MEDITATE:

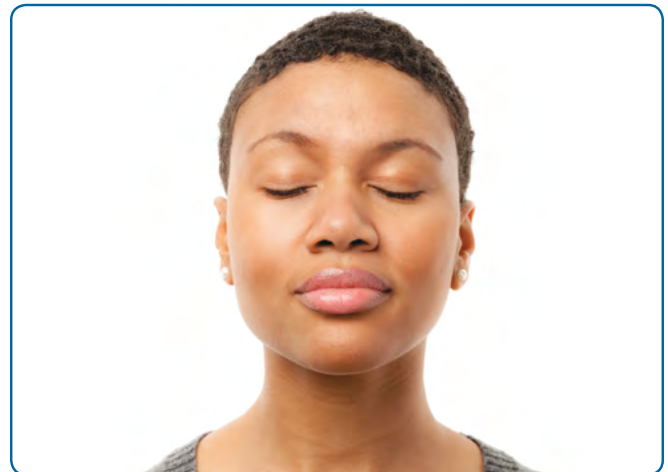
### HEARTFULNESS MEDITATION WORKSHOP

Heartfulness is about feeling the lightness and joy of our true nature and experiencing it in our hearts. When we listen to the heart and capture the inspiration that comes from within, we can master our life. This exercise of integrating the heart and mind is done through meditation on the heart. Heartfulness meditation brings long-lasting change in behaviour and attitudes. It is simple, easy and effective, and can be done every day in the comfort of your own home. The heartfulness technique shows us how to gently turn our attention towards our heart and experience that inner presence for ourselves.

**The fee for this course is administrative only**, as the Heartfulness meditation is free of charge

20014 T Oct 3-17 7:00-8:30 pm  
\$10/3 sessions **Note: administrative fee charged by College**

**Lou-Anne Bryant & Sylvie Jensen** are local trainers in Heartfulness meditation. They have both practiced Heartfulness meditation for over a decade and have traveled to India, around Canada and to the US for Heartfulness seminars and to deepen their experience with this meditation practice.



## INTRODUCTION TO YOUR DIGITAL CAMERA

This course is designed for the novice who wants to learn the basics of their digital camera without being overwhelmed by the depth of the material. It is meant to help familiarize you with your camera and to understand the different modes and features available on it. All digital camera types are welcome, from the simplest point and shoot to the most complicated DSLR. Expect a hands-on approach. This 4 week ten hour course includes a book written by the instructor. Ensure your camera is fully charged and bring extra batteries if using double A's.

**With Eric Svendsen**

20015 T Sep 19-Oct 10 7:00 -9:30 pm  
\$119/4 sessions

### DIGITAL PHOTOGRAPHY DSLR AND CSC CAMERAS

This course is designed to provide a firm foundation in photography to the student who is interested in learning both about using their digital SLR / CSC camera and how to take better photographs. A hands on approach is used in this 20 hour, 8 week course to teach the student about the major features of their camera and about lens and flash variations and use. Technique and application are emphasized to help develop a concrete practical understanding. Expect to learn about depth of field, shutter speed, aperture and shutter priority, fill flash, white balance, ISO, and many more pivotal photography concepts. Assignments are given and a book written by the instructor is included. Students must bring a DSLR or CSC camera to class; bringing the camera's manual is suggested. **With Eric Svendsen.**

20016 Th Oct 19-Dec 7 7:00 -9:30 pm  
\$229/8 sessions

### ADOBE PHOTOSHOP

Photoshop is the standard pixel editing program used by both professionals and amateurs alike for working with photos. Whether making minor adjustments or major revisions, this is the program you need to know to advance your skills and improve your photos to the next level. The course is designed for the digital photographer and examines many of the features related to photography. Topics include many of the key tools (such as crop, select, and move), some of the filters (sharpen, blur, and shadow), layer manipulation, and printing basics. A must have course. If you use Photoshop Elements, you will find that this course will improve your ability to work with this very popular application as well. **With Eric Svendsen.**

20017 M Sept 25-Dec 4 7:00 -9:00 pm  
No class Oct 9 & Nov 13  
\$229/9 sessions

### MACRO PHOTOGRAPHY

This course is designed to introduce the student to equipment, techniques, and strategies regarding macro photography. Students will have an opportunity to explore different equipment including lens reversal rings, extension tubes, close up filters, true macro lenses, bellows, and even the microscope. Lighting options will also be examined. It is strongly advised that students have a reasonable grasp of the basics of photography; also a DSLR camera is recommended, but not essential. Opportunities to shoot in the field will be presented depending on the weather. A book written by the instructor is included. Bring a lunch. **With Eric Svendsen.**

20018 Sa Sept 16 9:00 am-3:30 pm  
\$79/1 session



### PHOTOGRAPHY EXCURSION TO GOLDEN EARS LOWER FALLS

Enjoy a hike to the Lower Falls in Golden Ears Park with Eric Svendsen and pick up a number of tips on photography. Meet at the trail head at 10:00 am. Bring a bag lunch in a backpack. A tripod is recommended.

Subject to rescheduling depending on weather.

20019 Sa Sep 9 10:00 am-2:00 pm  
\$39/1 session

### ADVANCED PHOTOGRAPHY

The course involves examining exposure, using peripherals such as flash, professional strobes, and light meters, and understanding the more complicated aspects of your camera not covered in the DSLR course. We will be using mostly manual exposure mode for our work and study. The student should possess an advanced digital SLR or film SLR camera. Students must be comfortable with basic photography concepts; we will not be doing a significant amount of review. **With Eric Svendsen.**

20020 M/W Dec 4-20 7:00-9:30 pm  
\$199/6 sessions

**About Eric Svendsen:** Eric has been deeply involved in photography for over 34 years. He has written eight self-published books on various topics involving cameras and computers and has taught photography for over 12 years in Maple Ridge. He is a local high school teacher by trade. Photography is a passion for him; especially wildlife, macro, landscape, and event photography. His experience and patience will help the student improve their skills and develop a deeper understanding of the subject.

Eric Svendsen Photography: [www.ericspix.com](http://www.ericspix.com) [esvendsen@shaw.ca](mailto:esvendsen@shaw.ca)



## FINDING YOUR FAMILY TREE

### INTRODUCTION TO GENEALOGY

This is a beginner's guide to working on your family tree, and learning about the study of genealogy, which is the longer term and in-depth study of family history. The course will show course participants how to start with themselves and work backwards to find their ancestors, describe the major genealogy sites, both those that are free and those that involve subscriptions, and then provide an overview of putting it all together. The last session will explore local resources, major locations in each Province and North America, and then talk about genealogical visits to countries of origin, and how to plan and where to look for information. For the most part the course will rely on Canadian and English material, but the techniques will be presented as a generic package of tools for individuals to explore their history in other countries as well.

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|-------|----|--------|-----------------|
| 20021 | Sa | Sep 30 | 9:00 am-4:00 pm |
| 20022 | Sa | Nov 25 | 9:00 am-4:00 pm |

\$79/1 session

## FINDING YOUR FAMILY TREE

### (HANDS-ON TUTORIAL)

This session will take the information covered in the "Introduction to Genealogy" and give course attendees time on the computer, using a few of the free-access web sites for their own research. The instructor will work with students to demonstrate some of the shortcuts and tricks of the trade to improve their searches and expand their family trees. Laptops will be provided or bring along your own.

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| 20023 | W | Oct 4  | 6:30-9:30 pm |
| 20024 | W | Nov 29 | 6:30-9:30 pm |

\$39/1 session

**Instructor:** Rob Whitlock, B.Arch, PLCGS (Prof. Learning Certificate in Genealogical Studies). Rob has researched his own family tree since 1999, and has visited both England and Utah resource centres.

Rob recently completed the 40-course certificate program through the National Institute of Genealogical Studies, specializing in English and Canadian collections, with recognition in Methodology.

**Rob is also President of the of the BC Genealogical Society.**



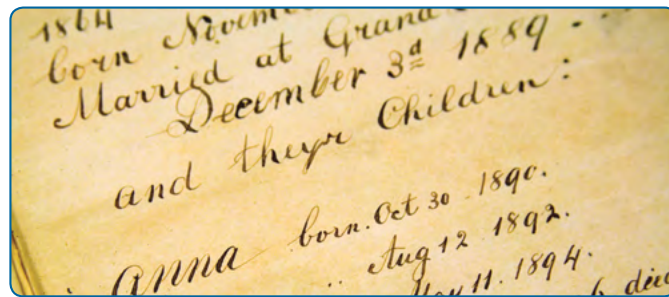
## IF YOU FEEL FRUSTRATED WITH YOUR WEIGHT AND TIRED OF DIETING, DISCOVER HOW TO LOSE WEIGHT AND KEEP IT OFF WITH EASE!

A holistic way to transform the way you think about food, and recover your perfect weight and keep it off. Your body does not need a diet, it needs nutrients. STOP counting calories and measuring food. Learn the nutrient-language of your body for lasting results!

You will receive a full meal plan to succeed including recipes!

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| 20025 | W | Sep 13 | 7:00-9:00pm |
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\$29/1 session



## THE NUTRITIONAL THERAPY TO BREAK SUGAR ADDICTION

Many people are frustrated because of their sugar addiction, and can't get rid of it. You don't have to struggle or feel guilty.

**Patricia Dominguez**, a Nutritionist and a Counselor will share a simple and easy way to get out of the sugar trap, lose weight and increase your energy levels.

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| 20026 | W | Oct 11 | 7:00-9:00pm |
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\$29/1 session

## THE NUTRITIONAL THERAPY TO LIVE CANCER FREE

Learn how food can help you to prevent and even reverse cancer.

You will learn which foods are cancer preventive, which foods feed cancer and cause inflammation, and the biology and psychology of nutrition to prevent and treat cancer.

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| 20027 | W | Nov 1 | 7:00-9:00pm |
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\$29/1 session

## NEURO-NUTRITION TO ENERGIZE YOUR BODY AND ENGAGE ON A NEW LEVEL OF WELLNESS

A ground-breaking seminar to change the way you think, feel and choose food and engage in healthier eating habits with lasting results.

Discover how your brain and digestive system are connected, and achieve the results you always wanted without dieting.

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| 20028 | W | Nov 22 | 7:00-9:00pm |
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\$29/1 session

## ENJOY THE HOLIDAY SEASON!!!

Discover the simple secrets every successful woman knows that help them survive the holidays without packing on extra pounds!

Enjoy your favorite holiday dishes without gaining extra weight and prepare your body for a new year!

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| 20029 | W | Dec 6 | 7:00-9:00pm |
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\$29/1 session

**About Patricia Dominguez:** Patricia Dominguez, Registered Holistic Natural Nutritionist, Life coach and a Raw Food consultant is the Director of Integrated Nutrition Canada. She has blended all her past experience and skills to help people take control of their health by empowering them with the knowledge on living, nutrient-dense foods. She truly believes "Food is the first line of defense against illness and a roadmap toward wellness".



## THE ART OF EFFECTIVE CONVERSATION

Do you find it easy to resolve conflict? Can you effectively “Get to Yes” in almost every situation? Can you interact comfortably with peers, teachers, managers, customers or friends in our multicultural society? If you said NO to any of these then **“The Art of Effective Conversation”** is for you. We will help you learn the necessary skills required to have effective conversations by understanding the 3 Key Factors needed to end up in a win/win situation. You will learn how an effective conversation can build rapport, mutual trust and grow relationships whether in business or personal lives. You will be able to identify when a situation you are in is escalating and by using proper communication skills taught in this course, strategically de-escalate it. Come and learn the soft skills required to make any conversation a comfortable one whether an interview, sales pitch or just a conversation with a friend, partner or parent. With today’s technology, email, social media and texting, the Art of Conversation has become a lost art. People take it for granted and forget that Conversation is an Art, so let’s draw your friends and colleagues into one, not erase you from their memory. To see how we can help, **Let’s Talk Communication**.

**Instructor: Marc Fisher.**

20030 W Sep 27 7:00-9:00 pm

20031 W Nov 29 7:00-9:00 pm

\$29/1 session

**Marc Fisher:** With over 30 years of experience and training in how to deal with people either in person or over the phone, I have learnt that any training whether refresher or new is always a benefit to me as an employee or the company I am representing. Due to the technological world we live in people of all ages have lost the ability to have effective conversations. My course will help renew the art of having effective conversations or teach the younger generation on how to talk to people like people without the use of technology.



## WORLDHOST

World Host (formerly Superhost) is a one-day Tourism BC certificate program that teaches front-line employees the skills and techniques that comprise the basics of service professionalism. The workshop is an effective training tool for anyone who is dedicated to providing exceptional customer service. Pin and certificate issued by Tourism British Columbia.

24296 S Sep 30 9:00 am-3:30 pm

24295 Th Nov 9 9:00 am-3:30 pm

\$159/1 session

## THE SCIENCE OF MODERN ASTROLOGY

Do you know why simply dividing people into twelve signs wouldn't ever work? Astrology is anything but simple. This class will give you a glimpse of the real astrological science which was developed over many thousands of years. Astrology is evolving at the same speed as humankind evolves. When people finally became tuned to the vibrations of planets of a higher octave, Neptune, Uranus and Pluto were discovered. And there are some more discoveries waiting to happen.

We'll also discuss how astrology can show the level of our soul's evolution. We were not born in a specific astrological sign by chance. There are always interesting stories behind this.

**Instructor:** Thaya Edwards.

20052 W Sep 27-Oct 4 7:00-9:00 pm

\$49/2 sessions

Thaya Edwards, a professional astrologer for 28 years, began practicing astrology in communist Russia in the early 1980s. At that time, astrology was banned, along with many other things (yoga, karate, tai-chi, esoteric religious practices, rock and roll, Coca-Cola, and other stuff from the West), and students were forced to study in underground groups, the farther from the all-seeing eyes of the KGB the better. In 2003 Thaya moved to Canada where she continued practicing and teaching astrology. She has taught astrological classes at various Continuing Education departments throughout the lower mainland. Her book Medical Astrology for Healing has been recently published by The American Federation of Astrologers.

## BEING BETTER PREPARED: LIFE, DEATH AND FUNERALS

Can we ever be fully prepared for our own death or the death of a loved one? Probably not. However, It is a practical question, since death is a certainty-- a reality of life that affects each of us. This session, which includes a workshop, can help you be better prepared by offering answers to such questions as:

- What steps should I take when a loved one dies?
- What does a funeral cost and how can I (or my family) afford one?
- What are my rights and obligations when a loved one dies?
- How can I make wise decisions when I'm grieving a loved one?
- What types of funeral options are available?
- What is a "green" burial?
- Is a "do-it-yourself" funeral possible?

This session will also help you put your future wishes in writing and includes not only information on making a will and choosing an executor, but also with documenting instructions for a funeral or celebration of life, and cemetery choice.

Ancient Burials is a funeral home in Maple Ridge, under the direction of Zane Green, licensed funeral director. However, there is no obligation or pressure for course participants to purchase services or products from us.

Zane Green, Funeral Director, and Graham Johnson, Community Relations Manager for Ancient Burials will lead these sessions.

20053 Th Oct 5 6:30-8:00 pm

20054 Sa Nov 4 9:30-11:00 am

\$15/1 session



Investors Group Financial Services Inc.

## RETIREMENT INCOME PLANNING & TAXATION OF YOUR ESTATE 2017

Do you know how much money you need to retire comfortably and remain comfortably retired? Are you getting T3s or T5s at tax time? You shouldn't be! Topics include changes to CPP, OAS, pension income splitting, Tax Strategies, Employee Pension Plan, RSP, LIRA, RIF, LIF, TFSA, Different Types of Power of Attorney, The Tax Planned Will, The Role of the Executor. Attend to create the cash flow needed for a worry-free retirement and to prevent the family sanctuary from becoming the family battleground.

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| 20034 | Sa | Sep 23 | 10:00 am-12:00 pm |
| 20035 | W  | Nov 8  | 7:00-9:00 pm      |

\$19/1 session

## THE DO'S AND DON'TS FOR THOSE 1-15 YEARS PRIOR TO RETIREMENT

Are you 50+ and don't yet have a solid retirement plan in place? You will learn the framework to determine how much money you need to avoid having to make drastic lifestyle changes at retirement, what to expect from government pensions, how to income split with your spouse to maximize tax savings, and how to structure your portfolio for retirement to be able to pull money from the portfolio surviving market downturns. Learn the top mistakes that people make in preparing for retirement and how to avoid them, and the success factors that will prepare you emotionally and psychologically for your biggest life transition.

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| 20036 | W  | Sep 27 | 7:00-9:00 pm      |
| 20037 | Sa | Nov 18 | 10:00 am-12:00 pm |

\$19/1 session

## FINANCIAL PLANNING FOR THOSE UNDER 50

With high mortgage payments, daycare, raising kids, planning for their future education, how can one get ahead financially? Will you have enough money when you want to retire? This session will try to provide guidance regarding TSFAs, RRSPs, beneficiary designations, inflation, and the importance of proper financial planning and risk management early enough to make the necessary adjustments and take advantage of compounding. In addition, you will learn how a little work now can make a big difference in your future.

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| 20038 | Sa | Oct 14 | 10:00 am-12:00 pm |
| 20039 | W  | Nov 22 | 7:00-9:00 pm      |

\$19/1 session

## WOMEN AND WEALTH

You're smart, savvy and successful. You've built the life you deserve and plan to enjoy it. But have you considered how realities like a longer life expectancy and time away from the workforce can impact your plans? What financial issues are unique to women? Learn the true financial impact of caring for children or aging parents, how to survive separation and divorce and how to secure lifelong independence.

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| 20040 | W | Oct 18 | 7:00-9:00 pm |
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**Jorge Aragon** has a Bachelor of Arts degree from Simon Fraser University and holds the Certified Financial Planner and Registered Retirement Consultant designations. Over the past ten years, Jorge has become a well-known financial educator having presented numerous corporate and private workshops as well as being an educator for the Ridge Meadows College of various financial planning topics. He has taught and coached individuals, families, and small business owners, how being disciplined, implementing strategies and having a well written holistic financial plan will help them achieve the wealth, lifestyle and financial security they desire. In addition, Jorge won the Pillar Award for year 2 & 3 given to Consultants in their first 4 years based on New Business Credits\*and was voted "Financial Planner of the Year" in 2014 at the Greater Vancouver Central Region.

When Jorge is not busy with work, he finds balance at home with his wife Krista, very active young boys Benjamin and William and their baby girl Emma! Jorge lives in the Cloverdale area of Surrey and is an active volunteer as a Director on the Board of the Kwantlen Polytechnic University Foundation because he believes it is important to give back to the communities in which he lives and works.

## HOW TO START A SMALL BUSINESS

Have you always dreamed of starting a small business, but don't know where to start? This introductory course will take you through the steps to get you started. The course, which runs over five sessions, will look at the aspects of financing a small business start-up; transforming an idea into reality; legal and regulatory requirements; marketing and sales techniques; hiring the right staff; going from really small to fully functional and monitoring success. Instructor, **Peter Valbonesi**, created a very successful bookstore using a range of innovative ideas and careful management.

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| 20041 | Th | Oct 5-Nov 2 | 7:00-9:00 pm |
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\$139/5 sessions



## IMPORTING AND EXPORTING FOR A SMALL BUSINESS

You've been on a buying trip and collected unique items that you want to sell in Canada. Or, without even leaving your desk, you've discovered a more inexpensive source of supplies for your business out of the country. Starting an import business is the next logical step.

This short course on importing into Canada will get you started. We will also work through the process of Exporting goods and services from Canada. We will step through the various processes, look at the relevant documents needed and cover lots of examples both for Importing and Exporting. **Instructor, Peter Valbonesi**

**20042** Th Nov 16-23 7:00-9:00 pm  
\$59/2 sessions

## INTRODUCTION TO PROJECT MANAGEMENT

This is an introductory class to the Project Management discipline.

**In this 5 week course we will:**

- Generally define terms and outline the course
- Define a project, program, and project management and its processes.
- Determine effective ways of integrating project management and general business management in an organization.
- Determine ways to effectively integrate a project across an entire enterprise to reduce the impact of change.
- Determine how ethics, integrity, and objectivity affect project management.
- Discuss ways of effectively communicating throughout the Project Lifecycle.
- Determine stakeholders and how they affect the project.
- Describe the Project Management Lifecycle and develop a basic project plan.
- Form an effective project team.
- Recognize one's own work behaviour style and quickly read other people's styles.
- Identify how to mesh divergent styles together to achieve project success.

The Instructor, **Peter Valbonesi**, is a project manager and computer systems specialist. He has worked in the computer industry for over 30 years and uses the project management principles every day to deliver successful systems.

**20043** W Nov 8-Dec 6 7:00-9:00 pm  
\$139/5 sessions

## MANDARIN COURSE (LEVEL 1)

The course is designed for individuals who would like to learn Mandarin Chinese as a second language. The course emphasizes communication-oriented scenarios and features modern and interactive teaching styles as well as simple and easy-to-learn course material. The course is divided into 15 modules which concentrate on teaching the student conversational Mandarin so they can express themselves. Students will also be introduced to the Simplified version of Chinese characters as well as Hanyu Pinyin phonetics system which enables students to pronounce Chinese words correctly.

**20046** T Sep 19-Dec 5 6:45-9:30 pm  
\$359/12 sessions

## ITALIAN CONVERSATION & FOOD

Come learn some basic conversational Italian while snacking on some delicious food! Themes will be centered on friendship, food, family, travel and culture. The teacher, Maria Angotti was raised in an Italian family and her first language is Italian.

**20047** M Sep 18-Dec 4 6:30-8:00pm

No class Oct 9 &

Nov 13 \$10 material fee

\$159/10 sessions

## SPANISH BEGINNERS

Spanish is a beautiful language that is spoken in many countries from Mexico to Peru. If this is your first introduction to Spanish, you will enjoy learning basic conversation, vocabulary and grammar.

**20048** M Sep 18-Dec 4 6:30-8:00 pm

No class Oct 9 & Nov 13

\$159/10 sessions Text: \$25





## SPANISH FOR TRAVELERS

Hola! If you are planning a trip to Mexico or South America, this is the right course for you! It is especially oriented for travelers. In this level we will get into topics like: how to introduce yourself, how to talk about your nationality, origin, work, travel plans, how to ask for something to drink and the price of food at a corner store, etc. You will learn practical phrases in Spanish ready to apply in your next trip.

**20049** M Sep 18-Dec 4 8:00 -9:30 pm  
 No class Oct 9 & Nov 13  
**\$159/10 sessions** Text: \$25

## SPANISH FOR TRAVELERS 2

Hola! There is lots to learn if you want to feel confident when travelling to a Spanish speaking country. In this level we are going to learn how to tell time and figure out schedules, how to describe people and places, and how to talk about your plans for the future – and of course, keep using all that you learned in Spanish for Travelers. Uses the same text as Spanish for Travelers.

**20050** T Sep 26-Nov 28 8:00 -9:30 pm  
**\$159/10 sessions**

## SPANISH INTERMEDIATE

Now you know Hola and Muchas Gracias – take your Spanish to the next level with more oral conversation and additional grammar practice. You will improve your vocabulary, and continue to study the present tense and an introduction to past tense.

**Pre-requisite:** Spanish Beginners or equivalent. Uses the same text as Spanish for Beginners.

**20051** T Sep 26-Nov 28 6:30-8:00 pm  
**\$159/10 sessions**



## RED CROSS CERTIFIED FIRST AID WITH FIRST AID HERO

### RED CROSS BABYSITTING FOR 11 YEARS OLD +

Please bring a yoga mat, pen/pencil, medium sized stuffed animal or doll, lunch, snacks and water.

So you want to be a babysitter? Or, your parents want you to take this course so they feel confident leaving you at home alone?

Different from all other Babysitting courses! Babysitting with First Aid Hero emphasizes first aid and learning through real life scenarios. Active role-play! Interactive and fun! Covered in this course:

- Exploring the Business of Babysitting
- Creating Safe Environments
- Safely Caring for ages 0-12
- First Aid Skills

|                       |   |        |               |
|-----------------------|---|--------|---------------|
| <b>10000</b>          | W | Jul 5  | 8:30am-3:30pm |
| <b>10001</b>          | W | Aug 30 | 8:30am-3:30pm |
| <b>30001</b>          | W | Jan 3  | 8:30am-3:30pm |
| <b>\$63/1 session</b> |   |        |               |

## Call for instructors!

**Do you have a passion, skill or special knowledge that you would like to share?**

Submit a proposal to Ridge Meadows College outlining course content, resources needed, length, possible dates and contact information. We may be able to work with you in presenting your course.

**Written submissions only please.**

**Email: [rmc@sd42.ca](mailto:rmc@sd42.ca) or Fax: 604-463-5437**

