

Continuing Education

Spring 2020

HEALTHY LIVING

PAGE 15



**NATIONAL
PARK
COLLEGE**

COMMUNITY & CORPORATE TRAINING

INDUSTRY SPOTLIGHT - AEROSPACE



WHAT IS AEROSPACE?

The diverse sectors of aerospace include commercial, civil and military aviation, defense and space. They encompass a wide array of talent and competencies. The industrial base includes researchers, engineers, technicians, mechanics, skilled machinists and precision production jobs.

JOBS

Arkansas' aerospace, aviation and defense industry employs nearly 10,000 Arkansans. Hot Springs aerospace companies employ more than 1,000 people and employers are currently hiring!

ECONOMIC IMPACT

Aerospace is Arkansas's number one export, accounting for more than \$1.8 billion. Commercial airports generate \$2 billion to Arkansas' economy each year, and general aviation alone creates an economic impact on Arkansas of almost \$500 million annually.

COMPANIES

There are approximately 180 aviation and aerospace-related companies in the state. Hot Springs is home to several aerospace companies including Airtech Supply, Cobalt-Aero Services, Craft Manufacturing & Tooling (CMT, Inc.), Radius Aerospace, and Triumph Group.

National Park College has high school, workforce, and credit programming that will prepare you for a variety of careers in aerospace. Visit us today and learn more about all of the exciting careers in aerospace!



AEROSPACE CLASSES LISTED ON PAGE 12



LEARN MORE ABOUT AEROSPACE IN ARKANSAS
VISIT WWW.ARKANSASAEROSPACE.COM.

TABLE OF CONTENTS

4 Computers and Technology

In-A-Day Series
Beginning Computers
Beginning Microsoft Word & Excel
Beginning Graphic Design

6 Professional Development

Infographics
Photoshop for Presentations
Adobe Illustrator
Python Bootcamp
True Colors®
Project Management Processes
Real Estate Continuing Education
Managing Productivity
Six Sigma Green Belt

8 Excellence in Leadership Series

9 Small Business

QuickBooks
Cyber Security for Small Business
Administrative Professionals Day Workshop

10 Innovative Technologies

Solar Power
Beginning Sewing
FAA Part 107 Drone Pilot Certification
Drone Basics
AutoCAD
Electrical and Instrumentation Series

11 Computer Numeric Controller (CNC) Machining Technology

Apprenticeship Programs

12 Aerospace

Open House
Introduction to Aerospace Manufacturing & Repair

ITC Makerspace

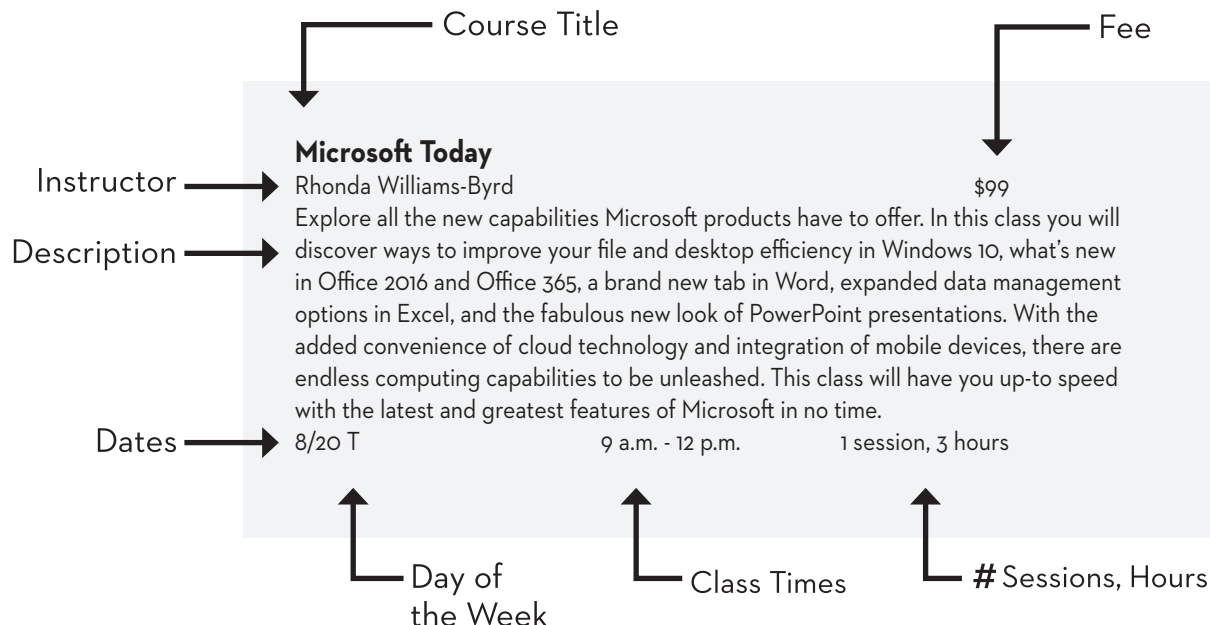
13 Personal Interest

Photography
Art & Pottery
On the Home Front
Healthy Living
Special Interest

17 Registration

18 Summer Camps

READING THE SCHEDULE



COMPUTERS AND TECHNOLOGY

In-A-Day Series

Microsoft Word

Microsoft Word

Rhonda Williams-Byrd

\$99

Microsoft Word is not just for typing letters! You can publish newsletters, create business logos, draft extensive manuals, and many other things from your desktop using Word. Learn formatting shortcuts, layout designs, how to customize images, and much more. Basic computer skills necessary prior to enrolling in this class.

1/29 W

9 a.m. - 4 p.m.

1 session, 6 hours

Microsoft Project

Rhonda Williams-Byrd

\$99

This class will teach you the skills to manage and maintain control of multiple projects more efficiently for your organization. You will learn to use its flexible and intuitive tools and solutions to help create the project plan, track progress, adjust resources and create dynamic reports. Make your project more visible, for others to see the status of a project and boost collaboration.

2/5 W

9 a.m. - 4 p.m.

1 session, 6 hours

Adobe Photoshop

Rhonda Williams-Byrd

\$99

Want to tweak a picture? Correct the red eye, remove a blemish, or change the lighting? Learn those things and so much more in the course. You will make photo corrections using a variety of Adobe's tools. Students are encouraged to bring personal photos on a USB drive to work on during class. Generic photos will be provided. Basic computer skills necessary prior to enrolling in this class.

2/12 W

9 a.m. - 4 p.m.

1 session, 6 hours

Microsoft Excel Level 1

Rhonda Williams-Byrd

\$99

Learn the basics of Excel. This course covers entering and formatting numbers and text, ranges, copying and moving data, basic formulas, data entry short-cuts like filling in a range, auto sum, auto complete and auto fill, relative and absolute cell references, charts, comments, hyperlinks, and printing. It is recommended that you take Excel Levels 1 and 2 to get the complete scope of Excel's capabilities.

2/19 W

9 a.m. - 4 p.m.

1 session, 6 hours

Microsoft Excel Level 2

Rhonda Williams-Byrd

\$99

This course covers large workbooks with multiple worksheets, 3D formulas, Paste Special with calculations, consolidating, more advanced formulas for financial, logical and date questions, Excel as a database table, including sorting and filtering, data validation, and conditional formatting. Excel Levels 2 and 3 can be taken in any order.

3/4 W

9 a.m. - 4 p.m.

1 session, 6 hours

Microsoft Excel Level 3

Rhonda Williams-Byrd

\$99

This course will show you how to use Excel for a variety of problem-solving tasks. Included are using Excel as a database, the Data Table, outlining and subtotaling, programmatic formulas including VLOOKUP, HLOOKUP, ISERROR, and nested IF statements with AND and OR, Pivot Tables, and Scenarios. Excel Levels 2 and 3 can be taken in any order.

3/18 W

9 a.m. - 4 p.m.

1 session, 6 hours

Microsoft Access Level 1

Rhonda Williams-Byrd

\$99

Learn the basics of Access and how it can be used as an additional tool to Excel. This course covers the fundamentals of data management and database design. You will learn how to: design, edit, structure, and maintain data tables, set table field properties with LookUp values, Yes/ No values, validation rules, default values, pick-date calendars, and input masks.

Others topics include: basic querying - asking questions of the data, basic form design, basic report design, and printing. The Access courses should be taken in sequential order.

4/1 W

9 a.m. - 4 p.m.

1 session, 6 hours

Microsoft Access Level 2

Rhonda Williams-Byrd

\$99

This course is designed to provide more detail in database design and management. Topics covered include: advanced querying with user defined parameters, updating and making table queries; finding duplicates queries, forming controls, layout and design, subforms, calculating fields in a form, and navigation buttons on forms. Advanced report design, calculated fields on reports, labels reports, and user defined queries reports will also be covered. The Access courses should be taken in sequential order.

4/15 W

9 a.m. - 4 p.m.

1 session, 6 hours

Microsoft Access Level 3

Rhonda Williams-Byrd

\$99

This course is designed to provide advanced detail in database design and management. Included are database security, customizing the navigation pane, and building a database from scratch using the tools acquired in Access levels 1 and 2. The Access courses should be taken in sequential order.

4/29 W

9 a.m. - 4 p.m.

1 session, 6 hours

Beginning Computers 1

Grace Labbe \$89
 This class is for the very beginner computer user. Find out what to do after you turn on the computer. Learn the parts of the computer, the keys on the keyboard and what to do with them, how to use a mouse, how to save and find files saved to a flash drive, how to look for information on the web, and how to open, compose and send e-mails. Please bring log in information and passwords for an existing email account. The instructor will help you set up an e-mail account, if necessary, on the first day of class.
 2/5 - 2/19 W 6 - 8 p.m. 3 sessions, 6 hours

Beginning Computers 2

Grace Labbe \$89
 Review basic skills learned in Beginning Computers 1. You will explore how to create folders and save items where you can find them later on flash drive, basic formatting of a document, how to use and explore the internet, how to send and receive pictures or documents, and more email how to's. Learn enough basics to get a good start toward computer literacy. Please bring log in information and passwords for an existing e-mail account.
 2/26 - 3/11 W 6 - 8 p.m. 3 sessions, 6 hours

Beginning Computers 3

Grace Labbe \$89
 Continue to build computer skills in this level 3 class. You will learn how to manage files, save, retrieve, move and copy files in multiple places, use keyboard shortcuts, and make your documents look professional while learning the basics of Windows. Gain the knowledge to search and organize website and email favorites and much more. Please bring log in information and passwords for an existing e-mail account.
 4/1 - 4/15 W 6 - 8 p.m. 3 sessions, 6 hours

Beginning Microsoft Word

Janetta Ritter \$89
 This class is designed for the very beginner Microsoft Word user and will present a basic overview for new users. You will learn to create documents in the world's most popular word processing program. Basic computer skills necessary prior to enrolling in this class.
 2/11 - 2/25 T 6 - 8 p.m. 3 sessions, 6 hours

Beginning Graphic Design Using Illustrator and Photoshop

Glenda Davis \$109
 This class offers entry-level graphic design skills. You will review the basics of Adobe Illustrator CC and Adobe Photoshop CC. Become well versed on the elements and principles of design that will allow your designs to stand out. This class can be taken to improve the creation of flyers, posters, brochures, t-shirts, and more.
 2/20 - 3/19 TH 5:30 - 7:30 p.m. 5 sessions, 10 hours

Beginning Microsoft Excel

Janetta Ritter \$129
 Join this class to learn entry-level Microsoft Excel at a slower pace that will allow you hands-on experience and practice between sessions. Gain a good introduction to the basic concepts, explore the structure of worksheets and workbooks, and learn how formulas can streamline all of your accounting tasks. Basic computer skills necessary prior to enrolling in this class.
 3/31 - 5/5 T 6 - 8 p.m. 6 sessions, 12 hours

CUSTOMIZED TRAINING SOLUTIONS FOR YOUR ORGANIZATION

When, Where, and How You Need It

National Park College's Workforce Development team is dedicated to delivering focused, outcomes-based training designed to enhance business performance. Our goal is to maximize your company's investment by finding the customized program that best meets the professional development needs of your employees.

Investing in your employees and management team can:

- Improve operations
- Increase efficiency
- Optimize performance
- Retain outstanding employees
- Improve teamwork
- Increase revenue

Our staff will consult with your company to identify workplace skill needs and deliver customized training designed to meet your strategic goals. From product software applications to frontline leadership skills, access our expert instruction and state-of-the-art curriculum, training facilities and technology that delivers effective training, efficiently and affordably.

VISIT NP.EDU/WORKFORCE OR CALL 501.760.4135 TO LEARN MORE OR TO SCHEDULE A CONSULTATION.

PROFESSIONAL DEVELOPMENT



PYTHON BOOTCAMP

Mark McCorkle

\$99

Python is a widely used high-level programming language for general-purpose programming. This course will provide you with an introduction to programming, I/O, and visualization. Python is easy to learn and use, and is highly regarded as a fun programming language. Its design philosophy emphasizes code readability and a syntax that allows programmers to express concepts in fewer lines of code than might be used in languages such as C++ or Java.

Choose one of the following sessions:

3/3 - 3/12 T/TH	6 - 8 p.m.	4 sessions, 8 hours
4/7 - 4/16 T/TH	6 - 8 p.m.	4 sessions, 8 hours

Infographics

Jeff Kritzer

\$195

This course presents a powerful, concise way to present information. It begins with a history of infographics and reviews the types of infographics used in business, education, and industry. You will be exposed to Pinterest and other sources of user-friendly infographic creation websites. Learn the basics of designing and creating your own simple infographic.

2/3 - 2/28 Online

16 hours

Photoshop for Presentations

Andy Helmi

\$195

Acquire the skills to navigate an extensive list of Photoshop features. You will gain both a foundational and advanced understanding of the popular software, and practice the most commonly used methods, such as managing text, working with layers, and image file properties. You will find out the purpose of each photo-editing tool and walk away with the skills to use them. Access to Photoshop software required.

3/2 - 3/27 Online

16 hours

Adobe Illustrator Essentials

Andy Helmi

\$195

Adobe Illustrator is the industry standard computer illustration software. Use Illustrator to draw shapes and design logos, flyers, posters, banners, business cards, or any other vector graphics for print or web. In this course, you will learn the fundamentals to set up a print document and use various tools to draw, type and color all kinds of shapes and illustrations. Discover how to efficiently manage layers and artboards, and create print-ready PDF documents. Access to Adobe Illustrator software required.

4/6 - 5/1 Online

16 hours

HAVE YOU EVER WAITED FOR A CLASS ONLY TO FIND IT

CANCELED?



HERE ARE TWO WAYS TO HELP KEEP YOUR SELECTED CLASS ON SCHEDULE:

- 1. REGISTER EARLY, DO IT TODAY!** Each class has a minimum required enrollment. Once that number is reached, the class is a "Go."
- 2. FIND A CLASS YOU LIKE?** Encourage a friend to join you. Sometimes two or three people make the difference between "Go" and "Cancel."

Register today online at np.edu/ce or call **501.760.4222**

True Colors®

Janetta Ritter \$89
 Tired of being misunderstood? Are lines of communication regularly getting snarled? Do people bug you and you aren't sure why? This course will introduce you to the True Color®s methodology and turn your perspective inside out. True Colors® is a model for understanding yourself and others based on your personality temperament. The colors Orange, Gold, Green and Blue are used to differentiate the four central True Colors® personality styles. It is a simple yet effective tool that will help you realize that others are not "wrong" for having different preferences or doing what comes naturally, they are simply different.
 1/31 F 8:30 a.m. - 12:30 p.m. 1 sessions, 4 hours

Project Management Processes

Christina Martinez \$195
 In this class, you will acquire a well-rounded knowledge of the five project management processes relating to the Project Management Body of Knowledge (PMBOK) Guide. This information will assist you in learning the beginnings of project management, whether you are interested in project management, in a project management field, or in any line of work. Come away with a solid foundation of the five processes to use when any type of project occurs in your employment arena.
 3/2 - 3/27 Online 16 hours

Real Estate Continuing Education

Keith Montgomery \$70
 This 7-hour continuing education course will keep you up to date with your Real Estate educational requirements. The state of Arkansas requires all licensees to complete seven classroom hours of continuing education each year of licensure. This course includes the AREC 3-hour Code of Ethics course, the 3-hour course on Forms and Contracts, and the required 1-hour course on Safety.
 3/6 F 9 a.m. - 5 p.m. 1 session, 7 hours

Managing Productivity

William Draves \$195
 Whether you are measuring and documenting your own productivity or managing the productivity of others, this course will provide you with a new set of management skills to maximize productivity in your work organization. Move your skill set from the last century's system of managing time to this century's system of managing productivity.
 4/6 - 5/1 Online 16 hours

SIX SIGMA GREEN BELT CERTIFICATE

Scott Follett \$495
 Six Sigma professionals are in strong demand by organizations around the world. On the front-lines of Six Sigma efforts are Green Belts. This Green Belt training includes three one-month online courses that teach participants problem-solving skills using the DMAIC (Define, Measure, Analyze, Improve and Control) model. After completing these challenging courses, Six Sigma Green Belts serve their organizations as trained specialists able to work on Six Sigma projects that benefit the organization. Although not required, participants are strongly encouraged to have a project during the course. The instructors and mentors work closely with the class to not only teach the material, but to guide candidates as they work projects. Courses are not available individually. All three must be completed for certification.

Introduction to Six Sigma Green Belt

This first course in the certificate program explains the basic terms and proven Six Sigma problem-solving methods, team building tools, and descriptive statistics that are the basis for the statistical tools that contribute to the success of improvement projects and to the overall success of your organization. Topics covered include Lean Principles, Failure Mode Effects Analysis, Team Tools, Project Charters, and Basic Statistical Tools.
 2/3 - 2/28 Online 16 hours

Intermediate Six Sigma Green Belt

The Intermediate Six Sigma Green Belt course builds on the ideas and skills learned in the Introduction course that organizations use, specifically their Six Sigma teams, to improve. In this second course of the certificate program, participants will learn process analysis, data collection and analysis, probability and valid statistical conclusions, and hypothesis testing.
 3/2 - 3/27 Online 16 hours

Advanced Six Sigma Green Belt

The Advanced Six Sigma Green Belt course teaches participants to improve and control processes. Topics include hypothesis testing, design of experiments, and statistical process control. Participants will have to apply the concepts learned in the Introduction and Intermediate Six Sigma Green Belt courses. The instructor will share many handouts, spreadsheets, and web links that have tools participants will use while completing Six Sigma projects.
 4/6 - 5/1 Online 16 hours

Excellence in Leadership Series

The Excellence in Leadership Series is comprised of eight intensive four-hour sessions that build core skills for leaders at all levels. Each course contains a variety of learning experiences and discussions that engage students and develop leadership skills. Register for a single class at \$69, choose any four classes for \$249 or take all eight classes for \$499.

Harassment Free Workplace

Holly Harck \$69
Harassment at work can have a corrosive effect on an organization's culture and can lead to low employee morale, reduced productivity, and even criminal liability. Focusing on the forms of harassment prohibited by federal law, this course will provide an overview of the types of behaviors that can give rise to harassment claims and discuss the benefits of and strategies for promoting a respectful work environment that is free of all forms of harassment, intimidation, and discrimination.
1/24 F 8:30 a.m. - 12:30 p.m. 1 session, 4 hours

Developing New Managers

Janetta Ritter \$69
Effective, high-quality management is key to organizational success. No matter what your industry, your organization needs skilled managers in place to be the best it can be. Managers need to be developed, and while your organization is likely to do a mix of external hiring and internal promotion, taking the time to develop new managers is a worthwhile investment. This class will walk you through the strategies that can help you develop new managers, which ensures not just the success of individual employees, but of the organization as a whole.
2/7 F 8:30 a.m. - 12:30 p.m. 1 session, 4 hours

Supervising Others

Janetta Ritter \$69
Supervising others can be a tough job. Between managing your own time and projects, helping your team members solve problems and complete tasks, and helping other supervisors, your day can fill up before you know it. This course will help develop skills to become more proficient at delegating, managing time, setting goals and expectations (for themselves and others), providing feedback, resolving conflict, and administering discipline.
2/21 F 8:30 a.m. - 12:30 p.m. 1 session, 4 hours

Change Management

Janetta Ritter \$69
Managing change and maintaining a smooth transition has become a critical skill for anyone in a leadership role. This class will give leaders the tools to implement change smoothly and to have those changes better accepted. You will gain key knowledge of the essential tools for managing changes in the workplace.
3/6 F 8:30 a.m. - 12:30 p.m. 1 session, 4 hours

Delivering Constructive Criticism

Janetta Ritter \$69
Constructive criticism can be one of the most challenging things not only to receive, but also to give. It can often involve various emotions and feelings, which can make matters delicate. But when management learns effective ways to handle and deliver constructive criticism, employees can not only learn from their mistakes, but even benefit from them.
3/20 F 8:30 a.m. - 12:30 p.m. 1 session, 4 hours

Conflict Resolution

Holly Harck \$69
When people come together, there is always the possibility of conflict. In this class, you will develop a process that can be used to modify and resolve conflicts of any size. You will gain crucial conflict resolution skills, including dealing with anger and how to incorporate stress management techniques.
4/3 F 8:30 a.m. - 12:30 p.m. 1 session, 4 hours

Recruitment, Interviewing, and Selection

Kelli Embry \$69
Your employees are a vital part of determining the success of your organization. Finding the best employees for each position requires strong recruitment strategies. Top talent will not always find you. This class will give you strategies for successful employee searches, interviewing, and selection. Develop the skills to look beyond the resume and ask questions that will ensure a proper fit with the organization and your team.
4/17 F 8:30 a.m. - 12:30 p.m. 1 session, 4 hours

Teamwork and Team Building

Holly Harck \$69
For most of us, teamwork is a part of everyday life. Whether it's at home, in the community, or at work, we are often expected to be a functional part of a performing team. This class will encourage you to explore the different aspects of a team, as well as ways that you can become a top-notch team performer.
5/1 F 8:30 a.m. - 12:30 p.m. 1 session, 4 hours

WE CAN BRING TRAINING TO YOU.

Any of our training can be customized to fit your company's specific needs. Email training@np.edu or call 501.760.4135.

QuickBooks Desktop

Paul Bax \$69
 This session provides a review of QuickBooks Desktop version. Topics include getting started, common workflow, reports, and using features that will help you maintain the finances of your operation. This is a good workshop for both novice and experienced QuickBooks users.
 2/11 T 1 p.m. - 4 p.m. 1 session, 3 hours

QuickBooks Online

Paul Bax \$69
 This session provides a review for those that are new to using QuickBooks Online. Topics include navigating through the dashboard, entering transactions, reviewing bank downloads, and generating reports. This class is great for first time QuickBooks Online users.
 2/18 T 1 p.m. - 4 p.m. 1 session, 3 hours

Cyber Security for Small Business

Robert Feigl \$69
 It is important for an organization to include cyber security in employee training. This course provides an introduction to identifying types of information that should be secured, types of cyber threats, defining risk management, and listing best practices for guarding against cyber threats. With recent data breaches, phishing and ransomware attacks, it is important to ensure each employee at your small business is able to avoid cyber security threats and adhere to digital best practices.
 2/24 - 3/2 M 4 p.m. - 5:30 p.m. 2 sessions, 3 hours

Human Resources for Small Business

Holly Harck \$69
 Human Resources (HR) is probably one of the more complicated aspects of running a small business. The complexities of working with people don't fit nicely on a spreadsheet. HR is incredibly important. Employee salaries and benefits make up a huge chunk of your operating expenses. Learn the fundamentals of managing one of your company's most important assets - its people. In this class, you will gain a high level understanding of the HR functions that are crucial to the employee life cycle.
 3/12 TH 8:30 a.m. - 12:30 p.m. 1 session, 4 hours

Administrative Professionals Day Workshop

Wednesday, April 22 from 8:30 a.m.-4:30 p.m., \$59

You keep the place running smoothly. You are expected to be a tech-savvy, super-organized, cost-conscious mind reader who has a way with people... and you are. But, even with all those superpowers, you occasionally need to recharge.

8:30 a.m.	Registration / Check-In
9 a.m.	Welcome / Ice Breaker
9:30 a.m.	Morning Session: When Opportunity Knocks, Will You Be Fixing the Copier?, Darla Thurber
10:15 a.m.	Breakout Sessions
11:15 a.m.	Breakout Sessions
12:00 p.m.	Networking Lunch
1:15 p.m.	Keynote Speaker: 3 Signs of a Falling Star and 3 Signs of A Rising Star, Jennifer Siccardi
2:30 p.m.	Afternoon Session: Workplace Safety & Security
3:30 p.m.	Closing Session: Reach for Your Stars, LaTascha Harris
4:15 p.m.	Door Prizes / Evaluations

Breakout session topics include: Closing the Gap Between Average and Excellent, How to Deal with Chatty Cathy or Blabbering Bill in the Office, Excelling at Excel, Mentors - Why You Need One, and more.

MEET THE KEYNOTE SPEAKER:

Jennifer Siccardi has worked for the Office of the Governor since January 2007. She began as the Executive Receptionist and is currently serving as Liaison to the Arkansas Black History Commission and the Mosaic Templars Cultural Center Advisory Council, along with reception responsibilities. Ms. Siccardi received a Bachelor of Arts degree in Mass Communications from the University of Central Arkansas in 1990. She is active in her community and volunteering for nonprofits including the American Heart Association, Interdepartmental Relations Committee, Circle Group Ministries, Community Garden Project for Watershed, and other groups that seek to empower women and young people. Jennifer is a lightning bolt of energy and happiness and enjoys speaking to groups to share the story of how she went from unemployed to being the frontline personality in the Governor's office.



To register, call **501.760.4223** or online at **np.edu/ce**

INNOVATIVE TECHNOLOGIES

Solar Power 101

Bob Nagy \$99
Learn to harvest free, clean energy! This class will provide an understanding of the fundamental concepts necessary to design a stand-alone solar power system. Start with a survey of solar power systems, photo-voltaic basics and system components such as controllers and inverters. Then dive into application-based load analysis, sizing a solar array and configuring battery banks to meet your energy needs. A basic understanding of electricity will be helpful.

2/4 - 3/3 T 5:30 p.m. - 7:30 p.m. 5 sessions, 10 hours

Beginning Sewing and Basic Sewing Techniques

Connie Stricklin \$69
This course is designed for those with little to no previous sewing experience. You will learn how to use a sewing machine, what fabrics and patterns to choose, how to read patterns, and basic sewing techniques. Must bring sewing machine to class. Supplies needed, list available.

2/4 - 2/18 T 6 p.m. - 8 p.m. 3 sessions, 6 hours

FAA Part 107 Drone Pilot Certification Course

Robert Feighl \$199
This course will prepare you for the FAA Part 107 Remote Pilot Certification exam. A brief introduction to drones and drone piloting will be provided followed by an in-depth review of each objective covered on the FAA exam. Practice exams will be provided. FAA Examination is not included in this course. No class 3/25.

2/12 - 4/22 W 4:30 p.m. - 6 p.m. 10 sessions, 15 hours

Drone Basics

Mike Foshee \$89
Come and explore the world of small Unmanned Aerial Vehicles (sUAV) or "Drones", while learning to fly one at the same time! The individual, commercial, and military use of drones is exploding and the applications seem to be endless. In this class, you will learn what a drone is, the different types of drones, basic drone technology, safety, social and legal issues, what to buy (or make), business and career opportunities, and of course, learn to fly! Basic drone units provided or you may bring your own.

3/2 - 3/16 M 5:30 p.m. - 7:30 p.m. 3 sessions, 6 hours

AutoCAD

TBD \$250
AutoCAD is a 2-D and 3-D computer-aided drafting software application used in architecture, construction, and manufacturing to design and develop products. This class covers the principles and application of computer-aided drafting (AutoCAD). You will learn operating features, menus, commands, file management, drawing set up, and plotting. Applications will include orthographic projection, sections, dimensioning techniques, and pictorial drawing. Coordinate features will be also be included.

4/7 - 5/28 T/TH 4:30 p.m. - 7 p.m. 16 sessions, 40 hours

Electrical and Instrumentation Series Courses

The Innovative Technologies Center at National Park College has launched new classes in Electrical and Instrumentation. This new coursework will assist industry in meeting their needs of upgrading the skill of their current and future industrial maintenance technicians. Potential registrants must have work experience as a maintenance technician or electrician prior to enrollment.

Programmable Logic Controller (PLC) Level 1

Ken Walsh \$749

You will learn basic programming, maintenance and troubleshooting PLC based industrial controls using PLC trainers with Allen Bradley/Rockwell Automation Control-Logix hardware and Allen Bradley/Rockwell Automation RSLogix 5000 and RSLinx software. This will allow you to benefit from vendor training on specific equipment. The central processing unit is an L32E. The basic operating principles of all PLCs, their inputs and outputs (discrete and analog), programming, maintenance, and networking will be covered.

3/2 - 3/6 M-F 8 a.m. - 4:30 p.m. 5 sessions, 40 hours

Introduction to PanelView Plus (HMI)

Ken Walsh \$149

This class is an introduction to Allen-Bradley PanelView Plus operator interface configuration and complementary ControlLogix programming, using FTView, Studio5000 and RSLinx. You will gain an understanding of communication topics, commonly used to display elements and basic animation properties. Some topics include use of the application manager, upload and download of runtime files and animation objects, creating tags, testing data, configuring users and security.

3/12 - 3/13 TH/F 8 a.m. - 4:30 p.m. 2 sessions, 16 hours

Programmable Logic Controller (PLC) Level 2

Ken Walsh \$749

This class will increase your knowledge and understanding of the ControlLogix 5000 controller capabilities using the Studio 5000 program documentation software. This hands-on class presents a deeper understanding to project development tasks and applications. This will include creating and organizing a RSLogix5000 project, creating new programs, routines, periodic event tasks and applications. In addition, you will configure Addon instructions, User Defined Data Tables, Producer Consumer Messaging and PID.

3/30 - 4/3 M-F 8 a.m. - 4:30 p.m. 5 sessions, 40 hours



Computer Numeric Controller (CNC) Machining Technology

The Computer Numeric Controller (CNC) Machining Technology Program is your fast track to becoming a CNC operator or CNC programmer. Learn the principles of machining, setup, processing, part inspection, and standard shop practices - the skills you need to program and operate complex metal working machines such as CNC mills and lathes.

Fast Track Day Series

Complete all four classes in four months. This program is designed to get you trained and in the workforce quickly.

Classes are held on Tuesdays and Thursdays from 9 a.m. - 2:30 p.m. Each class \$399 and eight sessions.

Machining Fundamentals	2/4 - 2/27
Milling: Setup and Operation No class 3/24 and 3/26.	3/3 - 4/2
Programming	4/7 - 4/30
Lathe	5/5 - 5/28

Evening Series

Classes are held on Mondays and Wednesdays from 4:30 p.m. - 7 p.m. Each class \$399 and sixteen sessions.

Machining Fundamentals No class 3/23 - 3/25.	2/17 - 4/15
Milling Setup and Operation No class 5/25.	4/20 - 6/16
Programming	6/17 - 8/10
Lathe No class 9/7.	8/12 - 10/7

Full and partial scholarships are available for students that qualify.

For detailed course descriptions, scholarship information, and to register visit www.np.edu/itc

ITC MAKERSPACE

The ITC Makerspace provides the opportunity to drop in to work on guided or self-guided projects, attend workshops and classes for those that prefer a more structured approach, or come together for a group maker session. Opportunities include: 3D printers, CAD software, laser cutter, CNC router, electronic workstations, Arduino and Raspberry Pi kits, drones and drone kits, and extensive woodworking equipment including: band saw, planer, biscuit jointer, drum sander, and more.

Maker Events are scheduled on the last Friday of each month from 1 - 5 p.m. These include free themed events with projects curated by the ITC staff.

Open Maker Hours are offered for patrons to utilize the space and tools offered with the ITC to work on and complete personal projects, collaborate with others, and practice or learn new skills.

HOURS INCLUDE:

NPC Students, Faculty, and Staff
W/F - 10 a.m. - 4 p.m.

General Public
F - 10 a.m. - 4 p.m.

For more information, visit np.edu/itc



AEROSPACE

Aerospace Open House

If you are considering a career in aerospace, plan to attend the FREE Open House to learn more about upcoming classes.
2/6 TH 6 p.m. 1 session

Introduction to Aerospace Manufacturing and Repair

Dana DeWitt/Joe Johnson/David Hernandez \$699
Learn the skills needed for an entry level career in the aerospace industry. This class includes classroom and hands-on training to help you gain the necessary skills to apply for entry level positions in the aerospace industry.
Training topics include:
Shop safety
Blue prints
Hand tools
Precision measurement
Sheet metal
Structural materials
Composites
2/11 - 7/21 T/TH 6 p.m. - 9 p.m. 45 sessions, 135 hours



APPRENTICESHIP PROGRAMS

Apprenticeship is not just a job, but a career opportunity. It is occupational training that combines supervised on-the-job training experience with related classroom instruction.

EARN WHILE YOU LEARN

NPC offers Department of Labor approved apprenticeship training for the following skilled trades:

- ELECTRICAL
- HVAC

Pre-Apprenticeship

The Pre-apprenticeship program is designed to prepare you for success. The program includes a combination of industry-based training and classroom instruction needed to move along a pathway into an apprenticeship, welding, or industrial maintenance program

Information Session

If you are considering a career in these trades, please plan to attend this FREE information session.
1/13 M 6 p.m. 1 session

Pre-Apprenticeship Training

William Freuck \$99
This training combines classroom instruction and hands-on activities that include safety practices, construction math, construction drawings, power tools, hand tools, material handling, and employability skills. No class 3/23.
1/27 -5/11 M 5 p.m. - 9 p.m. 15 sessions, 60 hours

SCHOLARSHIPS AVAILABLE

For additional information visit np.edu/workforce, email apprenticeship@np.edu, or call 501-760-4135.



PERSONAL INTEREST

Photography

DSLR Camera Boot Camp

Bob Dion \$69

This class will help you understand your camera settings and menus. Learn which menu settings are important and which settings you should leave alone for now. The instructor will discuss everything from how to properly hold your camera, which buttons and dials do what, the different types of lenses and how to use them, and other basic information. This class is intended as the first step for students wishing to take the Beginning & Intermediate Photography classes. You must bring DSLR camera with accessories and owner's manual to class.

2/4 -2/11 T 6 p.m. - 8 p.m. 2 sessions, 4 hours

Beginning Digital Photography

Bob Dion \$149

This photography class will cover the basics of manual exposure including ISO settings, shutter speed and aperture and how they work together. We will also cover the difference between metering modes, auto focus modes, focus points, and lens focal length. You will also receive an introduction to depth of field and basic composition. Many tips and tricks will be shared. Class outing will be held on Week 5. (DSLR camera required.) Students should bring flash drive for photo class assignments. No class 3/24.

2/18 -3/31 T 6 p.m. - 8:30 p.m. 6 sessions, 15 hours

Intermediate Digital Photography

Bob Dion \$149

Take the next step in gaining the foundational skills to become a great photographer. This class will cover the principles of light and exposure including histograms and more. We will also discuss tips and tricks on how to handle common subjects such as portrait, nature, and sports photography. Weekly photographic assignments will include panning, silhouette, depth of field control, and others. This class is designed for those wanting to gain a better understanding of their equipment and what it takes to be a photographer. You should bring a flash drive for photo class assignments. DSLR camera required.

4/7 -5/12 T 6 p.m. - 8:30 p.m. 6 sessions, 15 hours

Right Brain Photography

Eli Vega \$99

This course piggy-backs on the instructor's award-winning book, Right Brain Photography (Be an Artist First). The highly interactive curriculum includes Eli's two photography paradigms. I.S.E.E. Something and Eli's 5-Point Photo Art Model, scanning, creative in-camera techniques, eastern philosophy in photography, composition, and much more. The last session is a 2-hour in-the-field connect-the-dots lesson.

4/9 -4/25 TH/S 6 p.m. - 8:30 p.m. 4 sessions, 9.5 hours
Saturday class on 4/25 will meet 7 to 9 a.m.

Art & Pottery

Drop-In Studio

Corina Fedorowicz \$250

This open studio allows flexibility during the semester. You may pick any ten of twenty available Wednesdays to attend. Check in with instructor to use your 4-hour session. All hours must be used by June 3. Some community tools are available to borrow during class time. Studio fires to Cone 6. Glaze is included in price. Outside glazes are discouraged, and must be approved by instructor prior to use. Instructor will be present, but no instruction provided. No outside clay allowed, all clay must be purchased on campus. Pottery/Ceramics experience required. No studio 3/25.

1/15 -6/3 W 11 a.m. - 3 p.m. 10 sessions, 40 hours

Independent Pottery Studio

Corina Fedorowicz \$220

This studio provides the opportunity to use studio equipment free from instruction. Studio has twelve wheels, two slab rollers, four electric kilns, a gas kiln, a Raku kiln, and other common ceramic equipment. Community tools are available for use during class. Studio fires to Cone 6. Glaze and firing is included in price. Outside glazes are discouraged, and must be approved by instructor prior to use. No outside clay allowed, all clay must be purchased on campus. Pottery/Ceramics experience required. No studio 3/25.

1/15 -3/18 W 11 a.m. - 3 p.m. 10 sessions, 40 hours

4/1 -6/3 W 11 a.m. - 3 p.m. 10 sessions, 40 hours

Intermediate Wheel Throwing

Corina Fedorowicz \$225

If you have conquered the basics of centering and pulling on the wheel and want to continue challenging yourself, this class is for you. Learn more advanced throwing skills such as trimming, making vessels with lids, altering thrown vessels and more. Concentration will be on throwing, all completed vessels will be bisque fired, but may not meet timeline for glazing. Class size is limited to six students. No outside clay allowed, all clay must be purchased on campus.

2/4 -2/27 T/TH 5:30 p.m. - 8:30 p.m. 8 sessions, 24 hours

Cover to Cover / Handmade Book Making

Jeri Hillis \$169

This class will be an exploration of hand making books and visual art journals. Handmade books can vary in size, shape, material, format, and how it opens and reads, creating singular visual narratives and stories. In this six week class, you will make several unique one-of-a-kind books with various stitching and binding techniques. \$25 supplies fee due to the instructor during first class meeting. Additional supplies needed, list available.

2/10 -3/16 M 9 a.m. - 12 p.m. 6 sessions, 18 hours

PERSONAL INTEREST

Oil Painting

Ovita Goolsby \$200
This oil painting class has been designed for beginner and advanced artists. Paint alongside the instructor as she demonstrates techniques. Advanced students are welcome to choose their own projects throughout the class with the instructor. Assistance is available if needed. Walk away with a better established oil painting toolkit and the ability to take your artistic endeavor to the next level. Supply list available. No class 3/27.
2/14 -4/24 F 1 p.m. - 4 p.m. 10 sessions, 30 hours

Saturday Hand Building with Clay

Jeri Hillis \$189
This beginner-friendly class will provide the basics of the hand building techniques of pinch, coil, slap, and coin. You will have the opportunity to make bowls, cups, plates, or other items of your choosing. Pieces will be bisque fired then finished with under glaze decoration and clear glaze. No class 3/28.
2/15 -4/11 S 10 a.m. - 1 p.m. 8 sessions, 24 hours

Caddo Indian Inspired Pottery Workshop

Jeri Hillis \$119
Come and hand build a Caddo Indian inspired clay pot using the pinch and coil hand building methods. You will create and finish your pot in a smooth polish with Terra Sigillata and incise lines to reference Native American designs, patterns and motifs. Completion will include a primitive pit firing.
3/5 -3/19 TH 12 p.m. - 4 p.m. 3 sessions, 12 hours

Clay Face Jug Hand Building

Corina Fedorowicz \$99
All experience levels welcome to make a jug, a mug or maybe a planter. You will build the form(s) the first week, add character the second week, then glaze the last week. Finished pieces will be available for pick up after Spring Break. Class size is limited. No outside clay allowed, all clay must be purchased on campus.
3/4 -3/18 W 5:30 p.m. - 8:30 p.m. 3 sessions, 9 hours

Printmaking Without a Press

Jeri Hillis \$169
This course will explore several printmaking processes that are printed by hand, without a press. Processes include linoleum block printing, monoprinting, silkscreen, lithography, direct transfers, collagraph, dry point etching and Japanese wood block printing. Most processes will be using non-toxic methods. You will produce a variety of prints. \$25 supplies fee due to the instructor during first class meeting. Additional supplies needed, list available.
3/30 -5/4 M 9 a.m. - 12 p.m. 6 sessions, 18 hours

On The Homefront

Introduction to Wood Turning

Dave Hulett \$129
This class provides an introduction to the lathe, its parts, and lathe safety. Learn to identify various turning tools, how to use and properly sharpen them, and get hands-on experience using the spindle roughing gouge, spindle gouge, parting tool, and bowl gauge. You will use the techniques learned to make pens, bottle stoppers, a bud vase, a tea light, a small bowl, and other projects as time permits. Basic woodworking knowledge needed, but no lathe experience required. Tools, facemasks and wood are provided, but students are encouraged to bring their own.
2/22 -3/14 S 8 a.m. - 4 p.m. 4 sessions, 28 hours

Design Techniques: Staging a Home for Sale

Connie Stricklin \$59
It's surprising how many people still underestimate the difference staging a home can make. Come learn how important staging a home for sale is and how to stage a living space that will appeal to a broad range of potential buyers in the market. Some topics covered include kitchen and garage organization, furniture layout, and the right touch of curb appeal to command a higher selling price.
3/7 -3/14 S 10 a.m. - 12 p.m. 2 sessions, 4 hours

DIY Kitchen

Pam Castleberry \$69
Learn how to save time, money, and energy in the busiest room in your home. In this class, you will review topics related to menu planning, meal prep, grocery shopping, waste-free living, and other DIY helpful tips to keep your kitchen and your budget running smoothly.
4/16 -4/30 TH 6 p.m. - 8 p.m. 3 sessions, 6 hours

Intro to Bladesmithing

Dennis Pickering \$300
This introductory course will provide hands-on instruction in the art of creating hand-forged knife blades out of old tools. Please note, the course only covers blades. Students will not take home a completed knife as handles and guards are not covered in this basic course. Students must provide supplies that include: welding grade apron, gloves, sleeves, safety glasses, hammer, and tool steel (not to exceed 11 inches in length).
5/29 -7/31 F 6 p.m. - 9 p.m. 10 sessions, 30 hours

Healthy Living

An Introduction to Healthy Herbal Living

Wendy Fargo \$89

Certified Master Herbalist Wendy Fargo has designed this course to introduce you to eleven different herbs indigenous to this area. Learn to identify the herbs, their chemical constituents, medicinal uses, how to grow, wild craft, harvest, preserve, and process various types of usable forms of the herbs, for example - salves, tinctures, syrups, decocting. You will receive a manual and be provided hands-on opportunities to work with the herbs. \$15 supplies fee due to the instructor during first class meeting. No class 5/25.

1/14 -2/18 T	6 p.m. - 8 p.m.	6 sessions, 12 hours
5/11 -6/22 M	2 p.m. - 4 p.m.	6 sessions, 12 hours

Create Your Own Herbal First Aid Kit and Herbal Pain Relievers

Wendy Fargo \$89

Join this course that follows on the heels of our Introduction to Healthy Herbal Living. Although not mandatory to have taken the previous course, it is highly recommended as several of the herbs studied will be covered. You will investigate pain relieving herbs and how to use them on various types of pain and how to incorporate pain-relieving herbs into oral and topical applications, how to use processes such as fomentation, hydrotherapy, and aromatherapy, and create a herbal first aid kit. \$20 supplies fee due to the instructor during first class meeting. No class 3/24 & 3/26.

3/10 -4/2 T/TH	6 p.m. - 8 p.m.	6 sessions, 12 hours
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Conquering Inflammatory Diseases Naturally

Wendy Fargo \$69

This course addresses the benefits of herbs and herbal processes on inflammatory diseases such as arthritis, gout, COPD, asthma, allergies, autoimmune diseases, irritable bowel syndrome, etc. Similarities and differences between inflammatory diseases will be compared along with what herbs can be used to address the conditions. You will explore case studies and engage in personal experiences and conversations to make this course as applicable as possible.

4/9 -4/30 TH	6 p.m. - 8 p.m.	4 sessions, 8 hours
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Gaining Victory Naturally

Wendy Fargo \$69

If someone you know suffers from diabetes, kidney and liver diseases, or cholesterol and blood pressure issues, this course can provide you with alternative ways to gain victory over such conditions. Examine the true causes of these afflictions and how the body works to overcome and remedy them. Learn how to apply a combination of dietary and herbal processes which are holistic in nature to address many of the most common health concerns in America today.

5/5 -5/26 T	6 p.m. - 8 p.m.	4 sessions, 8 hours
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WENDY FARGO

Certified Master Herbalist

Wendy Fargo approached the NPC Continuing Education Department last summer with the hope she could convince them to offer an Introduction to Healthy Herbal Living short course to the public.

According to Melinda Thornton, Continuing Education Specialist, "After visiting with Wendy and hearing her story, there was no way we weren't going to offer the class. Not only did she convince us to offer it, her excitement was so

contagious while she was pitching the class that we ended up putting it on the schedule with two date options. Enrollment numbers soared for both options. We had students asking for more. Now here we are with not just the introduction course, but three additional herbal courses too."

Fargo spent years as a middle school teacher and holds an Educational Specialist degree in Administration for Teaching and Learning. After finding the School of Natural Healing, Fargo completed a Master of Herbology through their master herbalist program in 2014. "I just wanted to be on the other side of wellness," said Fargo. She said, "Our bodies are designed to heal themselves. With just a little bit of understanding of what's been provided for us in the way of herbs and ways to be well, you can live a really confident, happy, joyful life."

Fargo said, "I decided I live in the perfect place. I have 20 acres and two houses, and you can grow just about anything here." She began by building greenhouses and asking for guidance from others. "I'm kind of growing with it. One thing has led to another to where I actually have a business of creating wonderful products that I know are good because I grow the herbs and the formulas are my own," she added.

"I always default and go back to education and learning because I'm a lifelong learner. I feel like the more I know, the more powerful I am. I love to teach people about herbs. It's empowering. It is so exciting to know that with a handful of four or five different herbs growing in your yard, or in a pot, you can pretty much handle any crisis," said Fargo.

Fargo said she loves learning and sharing her knowledge with others. "It will be a never-ending, happy thing for me because it's who I am. But, to be able to teach about what I love, that's just a bonus."



Special Interest

Beginning American Sign Language

Melinda Ables \$149
 This course is designed to give a language foundation in American Sign Language. You will learn basic grammar, vocabulary, fingerspelling, numbers, and cultural information related to the deaf community.
 1/27 -3/16 M 5:30 p.m. - 7:30 p.m. 8 sessions, 16 hours

Basic Bike Maintenance Series

Bucky Monreal \$99
 This series is perfect for new and experienced cyclists who are interested in learning more about servicing and maintaining their bike. Participants will learn the skills required to properly clean, service and maintain all of the essential moving parts on their bike before, during, and after a ride. Topics covered include basic bike anatomy, flat repair and change, cleaning and lubing the chain, wear and damage inspection, as well as derailleur and brake adjustments. Upon course completion, you can expect to be able to properly troubleshoot and perform a safety check.
 2/3 -3/2 M 6 p.m. - 8 p.m. 5 sessions, 10 hours

Basic Spanish

Patricia Ramos \$169
 This course is an easy introduction to Spanish. You will learn the most important expressions for everyday life and the basics of Spanish grammar and pronunciation in a simple, effective, and fun way. No class 3/24.
 2/11 -4/21 T 9 a.m. - 11 a.m. 10 sessions, 20 hours

Intermediate American Sign Language

Melinda Ables \$149
 Build and acquire a working vocabulary of sentences, phrases, and appropriate non-manual behaviors. This course includes interactive activities, cultural awareness education, and individual feedback. You will enhance your ASL vocabulary and skills and develop a deeper understanding and ability to converse in sign language.
 3/30 -5/18 M 5:30 p.m. - 7:30 p.m. 8 sessions, 16 hours



Genealogy 101

Barbara Erdmann \$99
 If you've always wanted to know what country your ancestors came from, this class is for you. Start researching your family tree. Learn how to fill out pedigree charts, where to look for documents, and how to get copies using the internet. Most of us are interested in those who came before us. Take this opportunity to learn more about your family history. Students to bring supplies, list available.
 4/1 -4/22 W 5:30 p.m. - 7:30 p.m. 4 sessions, 8 hours

Beginning Pistol Shooting/Firearm Safety Class

Garry Brown \$69
 This introductory class is for the beginner pistol shooter. Many people are investing in handguns without ever having been trained on the fundamentals of using them. This comfortable, small-group setting will cover what every shooter should know about how revolvers and semi-automatic pistols work, safe gun handling, proper ammunition, cleaning, and storage. The instructor will take you step-by-step through the fundamentals of pistol shooting, including stance, grip and aiming. Class will conclude with an outdoor shooting session. .22 caliber pistols will be provided for use in this class.
 3/21 S 9 a.m. - 3 p.m. 1 session, 5 hours
 4/25 S 9 a.m. - 3 p.m. 1 session, 5 hours

Arkansas Concealed Handgun Licensure Course

Garry Brown \$69
 This course provides the required classroom training and firearm qualifications needed to obtain an Arkansas Concealed Carry Permit. Fee includes fingerprinting, firearm, ammunition, gun range, and all documents needed for license application. License application fees are separate.
 3/7 S 9 a.m. - 3 p.m. 1 session, 5 hours
 4/4 S 9 a.m. - 3 p.m. 1 session, 5 hours

Arkansas Enhanced Concealed Handgun Licensure Course

Garry Brown \$69
 This course will cover Arkansas Law ACA §§ 5-73-101 to 325, including the terms of an enhanced license, the rights and responsibilities of an enhanced license holder and all locations where the carry of concealed firearms remains prohibited. Course consists of five hours of classroom, plus up to two hours of additional time on the shooting range for qualification. Attendees must already possess a regular valid Arkansas Concealed Handgun Carry License prior to enrollment in this course. Fee includes all documents needed for license application. Students must bring firearm, ammunition, one magazine which holds at least 10 rounds, holster, ear and eye protection. Some items can be loaned from instructor, excluding ammunition. License application fees are separate.
 3/14 S 9 a.m. - 3 p.m. 1 session, 5 hours
 4/18 S 9 a.m. - 3 p.m. 1 session, 5 hours



Boating Safety

Instructed by Joe Huggins

Join us for this Arkansas Game & Fish Commission safe boating course which will allow anyone born on or after January 1, 1986, and of legal age, to operate a motorboat or sailboat on Arkansas waters. Anyone wanting to learn more about safe boating is welcome to register and attend.

Attend one of the following classes at **no fee**.

February 15 • March 14 • April 18
8 a.m. - 6 p.m.

Register online at <https://www.register-ed.com>

HAVE YOU CONSIDERED TEACHING PART-TIME?

Workforce, Continuing Education, and the ITC are always looking for well-qualified individuals with an interest in teaching short-term courses in leadership, computers, innovative technologies, special interest topics, and much more!

Contact our office at 501.760.4223 to learn more.

GIFT VOUCHER

Ignite a new passion with NPC's Continuing Education classes. Purchase gift certificates in any amount starting from \$25, with no expiration date.

To purchase a gift certificate, call 501-760-4223, email training@np.edu, or visit the Continuing Education Office in the Community & Corporate Training Center.

All gift certificate purchases are final and can only be applied to Continuing Education classes. No refunds.

REGISTRATION & REFUND POLICY

You are not officially registered in a class until registration fees have been paid.

The College reserves the right to cancel a class due to insufficient enrollment. If a course is canceled, you may transfer credit to an upcoming class or request a full refund of payment. Refunds can take up to two weeks to process. If you will not be able to attend a course, requests for refunds or transfers of 100% of payment must be made at least five (5) business days prior to the first class meeting. Classes being held are determined according to number of enrollment and, in some cases, one person enrolling can determine whether or not a class will be offered.

REGISTER TODAY

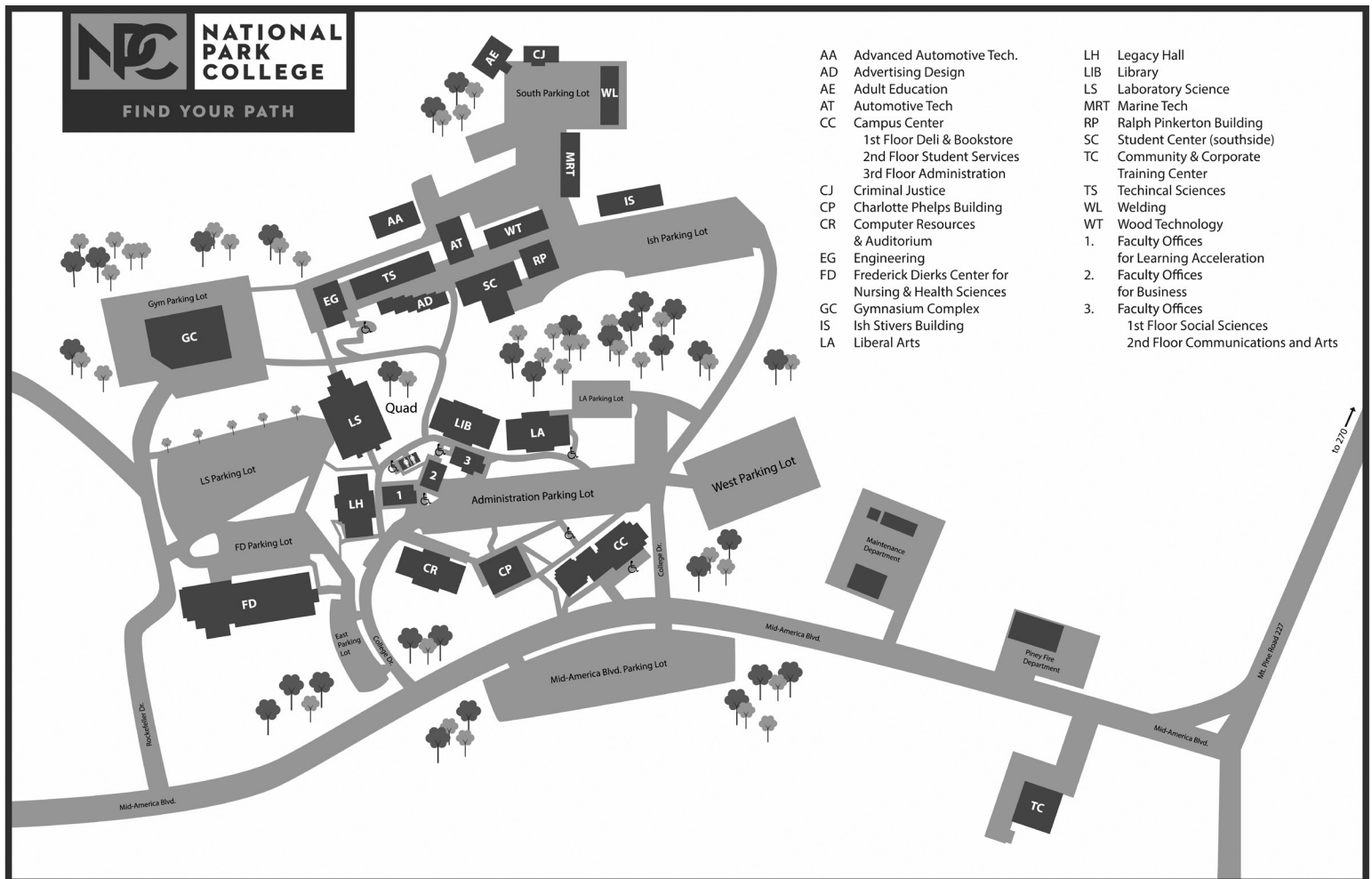
VISIT US online at np.edu/ce

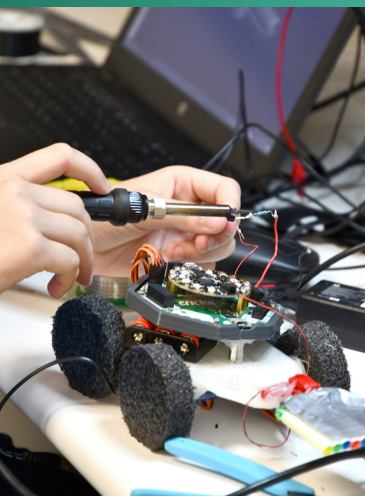
CALL 501.760.4223. Staff is available for assistance Monday through Friday from 8 a.m.-4:30 p.m.

VISIT NPC's Community & Corporate Training Center located at 109 Mid-America Blvd. across from the Piney Fire Department.

EMAIL US with registration information (include name, address, phone, email, and course information) to training@np.edu. Confirmation and payment instructions will follow the receipt of your email.

Classes will not meet during Spring Break, March 23 - 28.





NPC PRESENTS

SUMMER CAMPS

2020

DIY: Drone It Yourself
Feature Filmmaking
It Is Rocket Science
Nighthawk Sports
Young Manufacturers Academy
We The People: A Civic
Leadership Camp
and more to be announced!

**TO LEARN MORE,
VISIT NP.EDU/SUMMERCAMPS**

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Community and Corporate Training

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Arkansas 71901

ADMINISTRATIVE PROFESSIONALS DAY WORKSHOP

LEARN MORE ON PAGE 9

WEDNESDAY, APRIL 22, 2020

To excel in the office, spend a day away from the office!
The National Park College Community and Corporate Training Division celebrates the office professionals who make offices work. Come join us for a day of exceptional professional development activities and gain a wealth of new strategies, skills, and solutions to use every day.