

# January - June 2018



## County of Lethbridge Community Learning Council

Phone: 403-345-6009

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

Box 1207

2014 - 18 Street

Coaldale, AB T1M 1N1

Open: Monday - Thursday

9:00 am - 3:00 pm



County of Lethbridge Community Learning Council



@countyclasses

# Learn English

## Enjelsch Leare Aprende inglés

### Families Learning Together - Essential Skills for Living

Families can learn English reading, writing, speaking and listening.

Free childcare offered for children 18 months - 5 years.

#### Shaughnessy

**Dates:** 10 weeks, Mondays and Wednesdays, January 29 - April 18  
No class February 19, February 21, April 2, and April 4  
**Time:** 9:00 am - 12:00 pm  
**Where:** Shaughnessy Community Centre  
133 - 3 Street, North end of Shaughnessy  
**Fee:** \$25.00

### English Language Learning

This class will help you to understand, speak, read and write English.

Free childcare offered for children 18 months - 5 years.

#### Barons

**Date:** 8 Tuesdays, January 23 - March 20  
No class February 20  
**Time:** 9:45 am - 11:45 am  
**Where:** Barons School, Progress Avenue and Brainard Street, Barons  
**Fee:** \$25.00

### Adult Literacy - Evenings

This class introduces basic reading, writing, and computer skills.  
It is a perfect fit for adults who are returning to learning.

#### Coaldale

**Dates:** 8 Thursday evenings, January 25 - March 22  
No class February 22  
**Time:** 6:00 - 8:00 pm  
**Where:** CLCLC Office (Coaldale Library), 2014 - 18 Street, Coaldale  
**Fee:** \$25.00

#### Picture Butte

**Dates:** 8 Wednesday evenings, January 31 - March 28  
No class February 21  
**Time:** 5:30 - 7:00 pm  
**Where:** Picture Butte Library, 120 - 4 Street North, Picture Butte  
**Fee:** \$25.00

Please call 403-345-6009 or visit [communityclasses.ca](http://communityclasses.ca) to register

## Adult Literacy Coaldale - Afternoons

This class introduces basic reading and writing.  
It is a perfect fit for adults who are returning to learning.

Free childcare offered for children 18 months - 5 years.

### Coaldale

**Dates:** 8 Wednesday afternoons, January 24 - March 21  
No class February 21  
**Time:** 1:00 - 3:00 pm  
**Where:** TBD  
**Fee:** \$25.00

## Rhyme Time

Rhyme Time introduces parents to various strategies that can support their children's early literacy and language experiences. Rhyme Time is an oral family literacy program for parents and their children 0-6 years of age. It encourages parents to sing, rhyme, talk and play with their children in a relaxed, fun and supportive environment. Snack will be provided at no cost.

Join us at the  
**Picture Butte Library**  
on Tuesday mornings  
from 10:30-11:15 am  
February 27 - March 27  
&  
April 10 - May 8



## Safety in Technology

*Instructed by Kevin Vadnias,  
Manager, Information Management and Security, University of Lethbridge*

Safety in Technology is a conversational course that explores the current threats and protections in our current internet environment. Join with the University of Lethbridge's Information Security Office to talk about strategies to identify and protect you from the cyber threats around you and your family. Learn the difference between a virus and ransomware. Learn how to safely shop or bank online. Explore common phishing scams, and learn what tool sets are at your fingertips to reduce the risk of you falling victim. This course is designed for both those familiar with technology and those that are just learning it. It is a family friendly event, and teenagers are especially encouraged to attend. This is a no charge event but please register online or by phone.

**Date:** Monday, February 12  
**Time:** 6:30 - 8:30 pm  
**Where:** Coaldale Public Library, McCain Gallery, 2014 - 18 Street  
**Fee:** No charge  
**Register by:** Monday, February 5

Please call 403-345-6009 or visit [communityclasses.ca](http://communityclasses.ca) to register

## iPad Basics

In this basic iPad class we will go through powering on and off, focusing on general settings, joining networks and downloading apps. Bring any questions you might have about your iPad, or if you're unsure about purchasing one come try one out!

\*Please bring your iPad if you have one or CLCLC can provide one if you would like to try one out.

**Date:** Monday, March 12  
**Time:** 6:00 - 8:00 pm  
**Where:** Coaldale Public Library, CLCLC Office, 2014 - 18 Street  
**Fee:** No charge  
**Register by:** Monday, March 5

## Basic Computer Skills

It is strongly encouraged to bring your own device and word processing software. Word is preferred, but Open Office will also be supported. We will not be installing software as part of this class.

### Introduction to Microsoft Word March 5

Areas that will be covered include: basic file creation, saving, renaming, printing, deleting, and opening existing files, font alignment, sizes, and enhancements, page settings (orientation, margins, line spacing), headers, footers, references, and how to generate table of contents, how to access and use on-line templates and keyboard shortcuts.

### File and Image Management March 19

Users are encouraged to bring their own devices. Areas that will be covered include: how to organize and sort files in a windows environment, keyboard shortcuts, metadata and its uses, searching and locating information, how to get images off devices (cameras, phones, tablets, etc), different connectors types and how they are used and online storage and backups.

### Internet Browsing and Usage April 9

Areas that will be covered include: what is the Internet, browser types, including pros and cons of each, elements of a browser (different parts of the screen), different search engines, basic Internet safety, and how to search Google (various tips and tricks)

### Introduction to Computers April 23

Areas that will be covered include: what is a computer (identifying all the parts and components), care and maintenance of a computer, introduction to Operating Systems, introduction to the Internet, basic searching techniques, introduction to email and other popular web services.

**Time:** 6:00 - 8:30 pm  
**Where:** Coaldale Public Library, McCain Gallery, 2014 - 18 Street  
**Fee:** \$25 per class  
**Register by:** one week prior to course start date

# Safe Food Handling Certificate

This fast paced, one day course prepares participants for the exam and certification required by Section 31 of Alberta's Food Regulation. Participants will learn about food safety topics including microbes, foodborne illness, food preparation and storage, and cleaning and sanitizing. Participants complete a 50 question multiple choice exam at the end of the course, and if successful, will receive a certificate and be added to the provincial registry. This course provides the same certificate as the 2 Day Food Safety Alberta Certification course. A good understanding of written and spoken English is recommended.



**Date:** Saturday, March 24  
**Time:** 9:00 am - 5:30 pm  
**Where:** Coaldale Public Library, 2014 - 18 Street, Coaldale  
**Fee:** \$90.00  
**Register by:** Thursday, March 15  
**Minimum:** 10 **Maximum:** 18

## What Every Babysitter Should Know

This course is intended for youths 11 - 17 years of age who want to look after infants and young children. Participants will learn basic skills which will prepare them to deal with emergency situations plus general principles of caring for infants and young children. Students will receive a manual and a certificate. \*Please bring a bagged lunch, pen & paper\*

**Great as a home alone course for your children as well.  
Younger children (under age 11) may take the course but will not receive a certificate.**

### Coaldale

**Date:** Saturday, March 3  
**Time:** 9:00 am - 4:00 pm  
**Where:** Coaldale Public Library, 2014 - 18 Street, Coaldale  
**Fee:** \$60.00  
**Register by:** Thursday, February 22  
**Minimum:** 7 **Maximum:** 12



**St. John Ambulance**

### Picture Butte

**Date:** Saturday, March 17  
**Time:** 9:00 am - 4:00 pm  
**Where:** Picture Butte Library, 120 - 4 Street North, Picture Butte  
**Fee:** \$60.00  
**Register by:** Thursday, March 8  
**Minimum:** 7 **Maximum:** 12

### Coalhurst

**Date:** Saturday, April 21  
**Time:** 9:00 am - 4:00 pm  
**Where:** Coalhurst Community Centre, 527 - 50 Avenue, Coalhurst  
**Fee:** \$60.00  
**Register by:** Thursday, April 12  
**Minimum:** 7 **Maximum:** 12

Please call 403-345-6009 or visit [communityclasses.ca](http://communityclasses.ca) to register

# LEARNER SUPPORT SERVICES

Did you know the County of Lethbridge Community Learning Council can now connect you with:

- Information on post-secondary programs and other learning opportunities
- Assistance with post-secondary forms and applications
- Academic advising
- Job searches and assistance with applications
- Resume writing assistance

## COMPUTER TUTOR

Book a time to get your basic computer questions answered in  
Coaldale, Shaughnessy and Coalhurst!

Please call the CLCLC office at (403) 345-6009

**COST: NO CHARGE**

In Picture Butte please call the Library at (403) 732-4141

Dates: Wednesdays

Time: 10:00 am - 12:00 pm or by appointment

Where: Picture Butte Library, 120 - 4 Street North

**PLEASE  
CALL TO  
REGISTER**

### FREE Tutor Program

This is a program for adults in the county who wish to improve their literacy essential skills (reading, writing, basic numeracy, communication skills etc.) In this program, weekly tutoring with a trained literacy volunteer is provided for basic literacy learners and for English Language Learners. Tutoring is provided in a confidential setting and at no charge to the learner.

### Financial Assistance

The Adult Learning Council strives to reduce barriers to learners in our community. Fees can be reduced for those who require financial assistance to pay the full registration fee for our programs. Please talk to us as funding is available.

**Please call 403-345-6009**

**or visit**

**communityclasses.ca to register**