ADULT EDUCATION

HIGH SCHOOL COMPLETION

High School Completion
Adults can finish high school through Kirkwood's self-directed courses. Preparation and testing for the GED are also available. Contact the Tippie Education Center for information, 319-444-2549. Start Anytime. FREE | Inst. Olson and Daily T, S 5 PM-9 PM W, 5 AM-1 AM TH, 5 PM-9 PM Tippie Education Center Room 300

BUSINESS

BUSINESS SKILLS AND EMPLOYMENT DEVELOPMENT

**MAGNIFICENT MEMORY:** Retain or Regain It

You can maintain and even regain some of your ability to remember. Explore four different memory pathways, practice strategies to enhance your memory, and learn the impact of some lifestyle factors on your memory. You can maintain and even regain some of your ability to remember. Explore four different memory pathways, practice strategies to enhance your memory, and learn the impact of some lifestyle factors on your memory.

**FREE | Inst. Olson and Daily**

Tippie Education Center Room 300
8 AM-8:30 PM

ENTREPRENEURSHIP/BUSINESS DEVELOPMENT

How to Really Start Your Own Business*

Informs prospective business owners of legal structure options, sources of capital, basic business records, business taxes, registration, permits, business insurance, marketing and advertising. Co-sponsored by Kirkwood and SCORE.

**CBEN-135-TBE99 | Inst. Whiston**

Begins Jan. 31 | 1 Wk. | S
Belle Plaine Center Room 202 8 AM-4:30 PM

**FAMILY/HOME FINANCE**

**PERSONAL & FAMILY DEVELOPMENT**

**Overcome Your Emotional Eating with EFT**

*Do you eat when you are upset or not hungry? Has food become a tranquilizer for your emotions and stress? Unresolved emotions are often the reason why diets don’t work. Feeling unloved, lonely or guilty are typical emotions that can drive you to overeat. Understanding and releasing the emotions that drive you to overeat is key to long-lasting weight reduction. In this class we will use EFT (Emotional Freedom Techni- niques) to stop your cravings within minutes and help you to identify and eliminate the triggers that cause overeating.*

**S$**

**CFPP-035-TSLO5 | Inst. Schafer**

Begins Jan. 6 | 1 Wk. | T
Belle Plaine Center Room 100 5:30 PM-7:30 PM

**COMPUTERS**

**Getting Started & The Internet**

Computers for 50+

*Trying to be confused and frustrated be- cause your computer makes mistakes? De- signed for those with little to no computer experience, this class will help you identify items on the computer screen, create simple word processing documents and explore the Internet. Book is included in the tuition.*

**S$**

**CCGS-320-BEL03 | Inst. Drahn**

Begins Nov. 3 | 1 Wk. | MTWTH
Tippie Education Center Room 301 8 AM-9 AM

**Time Management in the Workplace**

Focusees on high performance work times, being effective vs. being efficient, time wast- ers and solutions to them. Students also learn organizational skills, how to improve the communication process and understand the principles of leadership. Students will receive one college credit for the completion of this class. Contact the Tippie-Mansfield Center, 319-444-2349, to register.

**S$70**

**Inst. Whiston**

Begins Jan. 31 | 1 Wk. | S
Belle Plaine Center Room 202 8 AM-4:30 PM

**Discovering What Goes Where!**

Learn to maximize your time, save money by avoiding late fees and buying duplications, and have less stress. Understand the differ- ent types of disorganization, see the benefits of being organized and learn a few strate- gies to de-clutter every room in your house. Manage your possessions instead of letting your possessions manage you! Material fee $3, payable to instructor at class time.

**S$19**

**CFPP-155-BELU4 | Inst. Spading**

Begins Dec. 8 | 1 Wk. | M
Tippie Education Center Room 301 6 PM-8 PM

**How to Improve Children’s Behavior**


**S$19**

**CFPP-475-TSLS1 | Inst. Andersen-Heller**

Begins Dec. 2 | 1 Wk. | T
Belle Plaine Center Room 100 6 PM-8 PM

**Early Literacy and Language Development**

*How do you help children learn expressive language through day-to-day activities? We will discuss what works best to build ex- pressive language and children's vocabulary. Learn to expand children's language skills during daily routines and activities.*

**S$19**

**CFPP-902-TSLO | Inst. Andersen-Heller**

Begins Nov. 18 | 1 Wk. | T
Belle Plaine Center Room 100 6 PM-8 PM

**GENERAL INTEREST**

**CRATS**

**Beading for Adults**

Learn beading basics and leave class knowing how to thread your own designed jewelry! A list of materials will be avail- able after registration. A special offering from the Belle Plaine Center: Two for one registration, however material fee is $3 per person, payable to instructor at class time.

**S$19**

**CGCR-0050-BEL01 | Inst. Hlas**

Begins Nov. 11 | 1 Wk. | T
Tippie Education Center Room 301 6:30PM-8:00PM

**PHOTOGRAPHY**

**Digital Photography for Beginners**

Learn the many aspects of digital photog- raphy, including the parts of the camera, settings, poses, what to wear, and printing, backing up and storing your digital photos. Or, maybe you just want to find the camera that’s right for you and your budget. If you already own a digital camera, bring it and your questions to class.

**S$39**

**CGBP-190-BEL02 | Inst. Manitz**

Begins Jan. 13 | 2 Wks | TTH
Tippie Education Center Room 301 6 PM-8 PM

**NURSING CONTINUING EDUCATION**

**Child Abuse and Mandatory Reporting**

What are your obligations as a mandatory reporter? Are you interested in learning about the investigation, identification and legalities of child abuse? This program is ap- proved by the Iowa Department of Public Health, #25.

**S$29**

**CHNC-002-TVA5 | Inst. Nicholls-Blomme**

Begins Dec. 9 | 1 Wk. | T
Belle Plaine Center Room 100 6:45PM-9 PM

**REGISTRATION**

Register at www.kirkwood.edu/ce or call 319-444-2549 | Belle Plaine Center
RECREATION

ADULT

Co-Ed Volleyball League Season 1 +
Get a team together and join the fun! League program for men and women, 18 years of age and out of high school. Teams consist of four to six players, with a 14-player limit. Team entry deadline is Wednesday, October 29. Contact Joel at 444-2200 to register your team.
$30 or $50 for both/team
Begins Nov. 2 | 6 Wks | SU
Belle Plaine Central Elementary Lee Gym
4 PM-6 PM

Men’s Basketball Night +
Open gym activity for men, 18 years of age and out of high school. Pick-up basketball games for all ability levels. This program is on a trial basis for four weeks.
FREE
Begins Dec. 3 | 12 Wks | Wed
Central Elementary Lee Gym
7 PM-9 PM

Women’s/Co-Ed Volleyball Night +
All women and men, 18 years of age and out of high school, are invited to come to the gym and participate in pick-up volleyball.
FREE
Begins Dec. 1 | 12 Wks | M
Central Elementary Lee Gym.
7 PM-9 PM

Men’s Volleyball League +
Recreational volleyball for all men, 18 years of age and out of high school. Get your own team together and join the fun! Team entry deadline is Tuesday, November 25.
$50/Team
Begins Dec. 4 | 15 Wks. | TH
Central Elementary Lee Gym
6:30 PM-10 PM

Dodge Ball +
Get out and have some fun with pick-up dodge ball games! Game dates are January 4, 11, 18, 25. Team entry deadline is Tuesday, December 20.
$30
Begins Jan. 4 | 4 Wks. | SU
Central Elementary Lee Gym
7 PM-9 PM

YOUTH PROGRAMS

Prime Time Basketball +
Long-standing program for boys in fourth, fifth and sixth grade. Learn the fundamentals through practices and games. All ability levels welcome. Open to students in the Belle Plaine School District. Practice dates are November 1, 6 and 8. Game dates are November 15, 22, December 6, 13 and 20.
S5
Begins Nov. 1 | 7 Wks. | S
Central Elementary Lee Gym
8:30 AM-10:30 AM

Bopper Basketball +
Boys in first, second and third grades—this is your chance to learn basketball with Coach Formanek. Have some fun playing this great sport. A 22” ball is recommended for control, but not required. Practice dates: November 1, 8, 15, 22, December 6.
S5
Begins Nov. 1 | 5 Wks. | S
Central Elementary Lee Gym
10:30 AM-11:30 AM

Holiday Open Gym +
These are times when students in third through sixth grades in the Belle Plaine School District can come to the gym and participate in pick-up basketball games. All abilities welcome. Dates: December 23, 29, 30.
FREE
Begins Dec. 23 | 3 Days.
Central Elementary Lee Gym
12-2:00 PM

Jr. High Co-Ed Basketball +
This popular activity is for girls and boys in seventh and eighth grades in the Belle Plaine School District. Need not be out for junior high basketball to participate in these pick-up games. Dates: December 23, 29, 30.
FREE
Begins Dec. 23 | 3 Days.
Central Elementary Lee Gym
12-2:00 PM

Hoopster Basketball +
S5
Begins Jan. 10 | 7 Wks. | Sat
Central Elementary Lee Gym
8:30 AM-10:30 AM

Biddy Basketball +
Girls in first, second and third grades—this is your chance to learn basketball with Coach Formanek. A 22” ball is recommended for control, but not required. Practice dates: January 10, 17, 24, 31 and February 7.
S5
Begins Jan. 10 | 5 Wks. | Sat
Central Elementary Lee Gym
10:30 AM-11:30 AM

‡ Please Note: Dates, times and prices for Belle Plaine Parks and Recreation programs are subject to change. Contact Joel Formanek, director of Belle Plaine Parks and Recreation, 319-444-2200, for more information.

REGISTRATION

Three easy ways to register:

Log on to our Web site at www.kirkwood.edu/ce
Call 319-444-2549 between 8 a.m. and 4:30 p.m. any weekday.
Fill out an enrollment form and mail with payment to:
Kirkwood Belle Plaine Center
1214 Ninth Avenue
Belle Plaine, IA 52208

In cooperation with Belle Plaine Community Schools, Belle Plaine Parks and Recreation Department and the Belle Plaine Public Library.

November 2008–January 2009