

SOUTH SHORE VOCATIONAL TECHNICAL HIGH SCHOOL

ADULT Education COURSES

Fall 2011

Walk-in Registration

Wednesday, September 7, 14 & 15, 2011 from 6–8:00 PM

Classes begin the week of September 26, 2011

South Shore Vocational Technical High School
476 Webster Street, Hanover, MA 02339
781.878.8822 ext. 414 | www.ssvotech.org

Refund Policy: You will be notified only if class is not formed. There will be no refund after first class.

New Classes for 2011

SAT English Prep: prepare for October 1st Exam
SAT English Prep: prepare for November 5th Exam
SAT Math Prep: prepare for October 1st Exam
SAT Math Prep: prepare for November 5th Exam
Construction OSHA 10-hour Card
Microsoft Word 2010
Microsoft Excel 2010

SAT Sign-up September 7th and 8th from 6:00 to 8:00.
SAT classes start the week of September 12th.

MONDAY

CHAIR CANING & FIBER RUSHING

Instructor: Richard Laurie **Room: 109**
7:00 to 9:30, 10 weeks \$80
Students will be introduced to hand caning, pressed cane and fiber rushing. Students should bring chairs and be ready to work the first night. Chair to hand cane should have holes in wood, ready to cane.

LINE DANCING

Instructor: Jean Long **Cafeteria**
Beginner Class • 6:30 to 7:30, 8 weeks \$80
Intermediate Class • 7:30 to 8:30 8 weeks \$80
Come join line-dancing instructor Jean Long for some great exercise. Dancing is a cardio work-out, stress reliever, and calorie burner. Have fun learning all the new line dances. Be the first one on the dance floor.

WELDING

Instructor: Bob Mello **Room: 118**
6:00 to 8:45, 10 weeks \$138+\$70 lab fee
This course is designed for basic and advanced training on an individual basis. Course includes Oxy-Acetylene, SMAW, GMAW and GTAW. Students must supply their own helmet, gloves and safety glasses.

MICROSOFT WORD 2010 - ESSENTIALS

Instructor: Crystal Paluzzi **Room: 102**
6:30 to 8:30, 6 weeks \$85
Learn the essentials of Microsoft Word and word processing. Create, navigate and save documents, apply character and paragraph formatting, insert symbols and create headers and footers. Find out how to check spelling and grammar, add page breaks, work with document views and learn how to print and convert documents to PDF. Adding graphics and clip art will also be covered.
Prerequisites: Windows or Macintosh experience

MICROSOFT EXCEL 2010 - ESSENTIALS

Instructor: Randy Scott **Room: 313**
6:30 to 8:30, 6 weeks \$85
Learn the essentials of Microsoft Excel and spreadsheets to create and save workbooks, format text and numbers, select ranges and move or copy data. Learn how to use formulas and basic functions, explore printing options for worksheets and how to insert pictures. Saving worksheets as PDF files, formatting rows and columns and inserting SmartArt will also be covered.
Prerequisites: Windows or Macintosh experience

TUESDAY

ADVANCED HVAC-R

Instructor: Jim Dussault **Room: 124**
6:30 to 9:30, 10 weeks \$150
Learn to troubleshoot electrical and mechanical components of AC and refrigeration systems, schematic reading, service techniques, charging systems and heat load sizing. Also covered will be an introduction to Massachusetts license preparation and requirements.

AUTO BODY REPAIR

Instructor: Phil Doucette **Room: 314**
6:00-9:00, 10 weeks \$154
An introduction to the techniques, tools and equipment used in the Auto Body trade. This course will consist of both classroom and individual shop projects.

COMPUTER AIDED DRAFTING

Instructor: Jeanne Downey **Room: 313**
6:00 to 8:00, 10 weeks \$350
Designed to give students the fundamental principles of Auto CAD. Hands-on training with introduction to Auto CAD 2009 and basic Auto CAD operations. Class limited to 9 students.

TUESDAY CONTINUED

GENTLE YOGA

Instructor: Charla Delillo **Cafeteria**
6:00 to 7:15, 10 weeks. \$90
Gentle yoga combines movement and breathing techniques as well as stretching and toning muscles. It releases tension, improves circulation and will help increase your energy level. Yoga mat is required.

INTO TO PC

Instructor: Debbie Whitman **Room 102**
6:00 to 8:00, 8 weeks. \$100
Ideal for beginners. Learn basic computer skills by also learning Windows with its icons and properties.

MACHINE SHOP

Instructor: Gene Hickey **Room: 112**
6:00 to 9:00, 10 weeks. \$148
Group and individual instruction in the safe use of conventional lathes and mills. There will be instruction in the use of measurements tools, selection of cutting tools, setting of speeds and feeds, and basic work holding techniques. Students may provide their own projects or select one with help of instructor. Safety glasses required. Class limited to 10 students.

WELDING

Instructor: TBA **Room: 118**
6:00 to 8:45, 10 weeks. \$138+\$70 lab fee
This course is designed for basic and advanced training on an individual basis. Course includes Oxy-Acetylene, SMAW, GMAW and GTAW. Students must supply their own helmet, gloves and safety glasses.

WOODWORKING

Instructor: Derek Mariani **Room: 110**
6:30 to 9:30, 10 weeks. \$138
Group and individual instruction in safe, efficient use of woodworking machine tools and techniques. Students may provide own project or select one with instructor's assistance. Students to supply own wood/Formica. Safety glasses required. Class limited to 12 students.

WEDNESDAY

AUTO BODY REPAIR

Instructor: Phil Doucette **Room: 314**
6:00-9:00, 10 weeks. \$154
An introduction to the techniques, tools and equipment used in the Auto Body trade. This course will consist of both classroom and individual shop projects.

WEDNESDAY CONTINUED

CHINESE COOKING

Instructor: Al McPhee **Room: 303**
6:00 to 9:00, 7 weeks. . . . \$80 + Food fee (TBA)
Forget about Chinese take-out, now you can make your own. Learn the techniques and methods to prepare great Chinese meals. You will see demonstrations and take part in preparing the meal, as well as sampling each recipe. Enjoy!

KEYBOARDING 1

Instructor: Eileen Heavey **Room: 102**
6:30 to 8:30, 8 weeks. \$95
Why do some students fall behind in a computer course? Because they use the hunt and peck method on the keyboard. This course is designed to develop basic keyboarding proficiency on computers and is strongly recommended as prerequisite to taking other courses.

METALSMITHING AND JEWELRY 1

Instructor: Heather Beck **Room: 124**
6:00 to 9:00, 10 weeks. \$190
An introduction of metal jewelry and small scale sculpture. You will learn to fabricate using soldering, piercing, and cold connections like riveting. From rings to brooches and beyond, we will explore your ideas on paper and bring them to life with copper and silver. The course is technique based with the goal of learning a new skill. You will come away from this class with a finished piece or two. This is a beginners class, no tools or experience needed. Bring a sketchbook

OSHA SAFETY: 10-HOUR CONSTRUCTION INDUSTRY CARD

Instructor: Bob Burke **Room: TBA**
6:30 to 8:30, 6 weeks. \$150

QUICK BOOKS

Instructor: Debbie Whitman **Room: 106**
6:00 to 8:30, 4 weeks. \$105
Session 1 starts September 28
Session 2 starts November 2
Our Quick Books class will teach you to use standard accounting and business rules for organizing your business finances with ease; create invoices and reports, and save time completing routine tasks including payroll.

WEDNESDAY CONTINUED

RUG BRAIDING

Instructor: Michele Stenson **Room: 109**
6:00 to 7:30, 7 weeks. \$90
During the seven week program, students will learn the skills necessary to complete an oval, 2' x 3' braided rug. Students do not need prior rug braiding experience. If you can thread a needle, sew on a button or braid your hair, you can create your own heirloom rug. A list of supplies will be provided.

RUG HOOKING

Instructor: Michele Stenson **Room: 109**
7:30 to 9:00, 7 weeks. \$90
During the seven week program, students will learn the skills necessary to complete a small/medium sized rug. Students will learn the folk art style of traditional rug hooking. The class will focus on beginner skills and no prior rug hooking experience is necessary. Supply list will be provided. If interested, students may register for both rug classes.

WELDING

Instructor: TBA **Room: 118**
6:00 to 8:45, 10 weeks. \$138+\$70 lab fee
This course is designed for basic and advanced training on an individual basis. Course includes Oxy-Acetylene, SMAW, GMAW and GTAW. Students must supply their own helmet, gloves and safety glasses.

THURSDAY

BEGINNER HVAC-R

Instructor: Jim Dussault **Room: 124**
6:30 to 9:30, 10 weeks. \$150
Learn the fundamentals of air conditioning and refrigeration. Class work will cover basic theory, schematic readings, and proper refrigeration handling. Shop will consist of recovery and charge systems, brazing, soldering, and troubleshooting of equipment. Also covered will be an introduction to Massachusetts license preparation and requirements.

KEYBOARDING 2

Instructor: Eileen Heavey **Room: 102**
6:30 to 8:30, 8 weeks. \$95
Why do some students fall behind in a computer course? Because they use the hunt and peck method on the keyboard. This course is designed to develop more advanced keyboarding proficiency on computers and is strongly recommended as prerequisite to taking other courses.

THURSDAY CONTINUED

ZUMBA

Instructor: Jennifer Lloyd **Gym**
6:15 to 7:15pm, 9 weeks \$80
Zumba GOLD is designed for a way to ease into Zumba. Whether you are an active older adult, a beginner just getting into (or back into) a workout routine, or returning from an injury, this beginner level Zumba class is for you. We will have a great time enjoying the Latin and international music, building up your cardiovascular systems and strengthening our muscles.

SMALL ENGINE REPAIR

Instructor: Charlie LaBree **Room: 125**
6:30 to 9:30, 8 weeks \$115
Students to be instructed in repair and maintenance of small engines for hedge clippers, lawn mowers, snow blowers, and weed whackers. Includes 4-stroke, single and double cylinder engines such as Briggs & Stratton, Kohler and Tecumesh. Hands-on training.

WOODWORKING

Instructor: Derek Mariani **Room: 110**
6:30 to 9:30, 10 weeks \$138
Group and individual instruction in safe, efficient use of woodworking machine tools and techniques. Students may provide own project or select one with instructor's assistance. Students to supply own wood/Formica. Safety glasses required. Class limited to 12 students.

S.A.T. PREP

SAT MATH PREPARATION FOR OCTOBER 1ST SAT TEST

Instructor: Joe Marani **Room: TBA**
Tues./Thurs. 6-7:30, 8-10 Sat.
3 Weeks \$125
This course reviews the math component of the S.A.T. test. You will look at common mistakes, learn strategies to help you earn a higher score and do two practice tests. Major emphasis is on test taking strategies. 10% discount if doing both math and writing/reading.

SAT WRITING/READING PREP. FOR OCT. 1ST SAT TEST

Instructor Jen Marani **Room: TBA**
Tues./Thurs. 7:30-9, 10-12 Sat.
3 Weeks \$125
This course reviews the writing/reading component of the S.A.T. test. You will look at common mistakes, learn strategies to help you earn a higher score and do two practice tests. Major emphasis is on test taking strategies. 10% discount if doing both math and writing/reading.

SAT MATH PREPARATION FOR NOVEMBER 5TH SAT TEST

Instructor Mike Marani **Room: TBA**
Mon./Wed. 6-7:30, Sat., 8-10
8 Weeks \$225.00
This course reviews the math components of

SAT test but also reviews the basic math skills needed to do well on this test. (You will look at common mistakes, learn strategies to help you earn a high score and do three practice tests.) This course emphasizes strengthening math skills through Algebra 2 as well as major test taking strategies.

SAT WRITING/READING PREP. FOR NOVEMBER 5TH SAT TEST

Instructor: Kristin Marani **Room: TBA**
Mon., Wed. 7:30-9, Sat., 10-12
8 Weeks \$225.00
This course will provide you a review of writing and reading components of the SAT test. You will look at common mistakes, learn strategies to earn a higher score and do three practice tests. The course emphasizes strengthening writing and reading skills as well as major test taking strategies.

Make checks payable to:
South Shore Regional School District

Mail-in registration due
by September 14, 2011

MAIL IN REGISTRATION FORM
South Shore Vo-Tech Adult Education Program
ADULT EDUCATION CLASSES

Name _____

Street _____ Town/Zip _____

AM Phone _____ PM Phone _____

Course _____ Day _____

Registration Fee _____ Received By _____

South Shore Vocational High School
476 Webster Street
Hanover, MA 02339-1215

