

# CONTINUING EDUCATION/PERSONAL ENRICHMENT

## INCIDENT REPORT WRITING

This course is designed for emergency personnel to develop writing skills for recording incident(s) witnessed in a complete, concise, objective and coherent manner.

5:30 pm-8:30 pm - \$175.00 plus applicable fees, Tuesdays, 5 weeks  
Class starts February 2, 2010

## COMMUNITY SPANISH

This course is designed to give students basic knowledge of commands and questions to enable them to interact with those who speak Spanish.

\$99.00 - Web class

## INTRODUCTION TO SPANISH COMMUNICATION

Basic words and structure of Spanish with emphasis on communicative language use.

5:30 pm-8:30 pm - \$150.00 plus applicable fees, Thursdays, 10 weeks  
Class starts January 21, 2010

## E-COMMERCE DESIGN

This course teaches the student to build web pages that conform to business functions using various web languages such as HTML, DHTML, XML, Perl, VB Script, Java Script, and Active Server pages. The concepts of good practice and the Web will be taught as the fundamentals of developing web sites for e-commerce. Topics of the course include design of web hosting, data processing on the web, web marketing, e-commerce components, payment processing, security and customer service.

5:30 pm - \$150.00 plus applicable fees, Thursdays, 10 weeks  
Class starts January 28, 2010

## REGIONAL CUISINE (5 REGIONS)

This course will give students hands-on experience in the preparation of various regional dishes.

5:30 pm-9:30 pm - \$185.00 plus applicable fees, Thursdays, 5 weeks  
Class starts February 4, 2010

## MEAT PREPARATION FOR THE GOURMET

This course covers the identification and cutting of meats for use in final meal preparation.

5:30 pm - 8:30 pm - \$185.00 plus applicable fees, Tuesdays, 5 weeks  
Class starts February 9, 2010

## BASIC COOKING

This course will give students hands-on experience in cooking procedures, tool use and recipe use.

5:30 pm - 8:30 pm, Tuesdays, 5 weeks - \$185.00 plus applicable fees  
Class starts January 19, 2010

## HUMAN RESOURCES CERTIFICATION PREP COURSE

A 15 week preparation course designed to provide you with an overview of key areas in human resource management. Materials include six modules that correspond to the six functional areas, responsibilities, and associated knowledge as defined by the Human Resource Certification Institute (HRCI).

6:00 pm-9:00 pm - \$225.00 plus applicable fees, Tuesdays  
Class starts January 12, 2010

## CHA-CHA FOR BEGINNERS

This vibrant, flamboyant and playful dance requires small steps and lots of hip motion. 6:00 pm-7:00 pm - \$45.00 plus applicable fees, Tuesdays, 6 weeks  
Class starts February 2, 2010

## SALSA FOR BEGINNERS

A lively, fiery and enjoyable dance that is no more than a step forward and a step back, with a rock in between.

6:00 pm - 7:00 pm - \$45.00 plus applicable fees, Thursdays, 6 weeks  
Class starts February 4, 2010

## PERSONAL TRAINER CERTIFICATION

In this course, an emphasis is placed on teaching both theoretical information and practical skills and how to apply that information in a real world setting. (12 sessions)

6:00 pm - 9:00 pm - \$549.00, \$25 Lab Fee plus applicable fees, 6 weeks  
Tuesdays and Thursdays, February 23-April 1, 2010

## BEGINNING SIGN LANGUAGE

This course will give students experience in using and interpreting sign language.

5:30 pm-8:00 pm - \$155.00 plus applicable fees, Thursdays, 10 weeks  
Class starts February 4, 2010

## OSHA 511 - STANDARDS FOR GENERAL INDUSTRY

This course covers the OSHA standard for general industry found in the Code of Federal Regulations (CFR) 1910 along with other relevant policies, procedures, and safety and health principles for general industry. Special emphasis is placed on those areas that are the most hazardous and most frequently cited by OSHA

8:00 am - 5:00 pm - \$595.00, February 23-25, 2010. To register call 866.906.9190 or go online to [www.uta.edu/ded/osha](http://www.uta.edu/ded/osha).



For more information please contact:  
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