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SPRING 2012 COURSE SCHEDULE



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FOR COURSE INFORMATION AND TO REGISTER ONLINE GO TO:
WWW.LAKEAREATECH.EDU/CORPED

BUSINESS MANAGEMENT/SELF IMPROVEMENT CLASSES

Course No. & Title	Start Date	Time	Location	Cost
75 Fundamentals of Lean Focused Workshop Series 				
Whether you have been on your journey for a while and need to get back to the basics or just thinking about starting the journey and don't know where to start this workshop is for you. Registration Fee: \$59/each course 4 Hours				
Lean Overview and the 5-S Method - February 8	Standard Work - March 7	Set up reduction / TPM - April 4		
Pull / Kan Ban and Cellular / Flow Mfg - April 25	Value Stream Mapping Part 1 - May 16	Value Stream Mapping Part 2 -Tying it all together - May 23		
For more information, please contact Corporate Education at 605-882-5284, Ext. 260 for Steve Hauck				

COMPUTER CLASSES

Course No. & Title	Start Date	Time	Location	Cost
76 Selling on eBay (8 hrs)	February 2	6:30 - 8:30 pm	MAIN, Rm 131	\$89
77 Learn How to Create Tables and Newsletters using MS Word 2010	February 7	5:00 - 10:00 pm	MAIN, Rm 134	\$69
78 Advanced Word and Print a Mail Merge Using MS Word 2010 	February 21	5:00 - 10:00 pm	MAIN, Rm 134	\$69
79 Basic MS Word 2010 OPTION #1	February 1	5:00 - 10:00 pm	MAIN, Rm 134	\$69
Basic MS Word 2010 OPTION #2	April 24	5:00 - 10:00 pm	MAIN, Rm 134	\$69
80 Learn Beginning MS Excel 2010 OPTION #1	February 28	5:00 - 10:00 pm	MAIN, Rm 134	\$69
Learn Beginning MS Excel 2010 OPTION #2	April 17	5:00 - 10:00 pm	MAIN, Rm 134	\$69
81 Advanced MS Excel 2010 OPTION #1	March 13	5:00 - 10:00 pm	MAIN, Rm 134	\$69
Advanced MS Excel 2010 OPTION #2	May 1	5:00 - 10:00 pm	MAIN, Rm 134	\$69
82 Adobe PhotoShop CS5 Basics (8 hrs)	February 28	6:00 - 8:00 pm	MAIN, Rm 121C	\$89
83 Getting Started with Windows 7	March 1	5:30 - 8:30 pm	MAIN, Rm 134	\$49
84 Digital Photo Editing	March 22	5:30 - 8:30 pm	MAIN, Rm 134	\$49
85 Digital Photography (8 hrs)	February 7	6:30 - 8:30 pm	MAIN, Rm 121C	\$89
86 Illustrator Class Basics (8 hrs)	March 6	6:00 - 8:00 pm	MAIN, Rm 121C	\$89
87 Connecting with Friends & Family	March 29	5:30 - 8:30 pm	MAIN, Rm 134	\$49
88 Creative Photo Slideshows	April 5	5:30 - 8:30 pm	MAIN, Rm 134	\$49
89 Using Facebook, Twitter and Social Media for Marketing (8 hrs)	April 10	6:00 - 8:00 pm	MAIN, Rm 121C	\$89
90 Computer for Beginners (12 hrs)	March 26, April 2,9	5:00 - 9:00 pm	MAIN, Rm 134	\$149
91 Beginning MS Access 2010 OPTION #1	March 6	5:00 - 10:00 pm	MAIN, Rm 134	\$69
Beginning MS Access 2010 OPTION #2	April 3	5:00 - 10:00 pm	MAIN, Rm 134	\$69
92 Intermediate MS Access 2010	April 16	5:00 - 10:00 pm	MAIN, Rm 134	\$69
93 Beginning MS Publisher 2010 OPTION #1	March 20	5:00 - 10:00 pm	MAIN, Rm 134	\$69
Beginning MS Publisher 2010 OPTION #2	April 23	5:00 - 10:00 pm	MAIN, Rm 134	\$69
94 Quickbooks from Beginning to End (12 hrs)	March 12,19,26, Apr 2	5:30 - 8:30 pm	MET, Rm 921	\$149
95 Introduction to Windows 7 Course (12 hrs)	March 14	5:00 - 9:00 pm	MAIN, Rm 134	\$149
96 Google GMAIL/Docs/Calendar	March 20	6:00 - 8:00 pm	MAIN, Rm 121C	\$39
97 iBasics (Getting to Know Your iPhone, iPod, iPad) 	March 27 & April 24	6:00 - 8:00 pm	MAIN, Rm 121C	\$39

DRAFTING TECHNOLOGY

Course No. & Title	Start Date	Time	Location	Cost
98 Introduction to SolidWorks (4 hrs)	April 12	6:00 - 10:00 pm	MET, Rm 906	\$59

ELECTRONIC SYSTEMS TECHNOLOGY

Course No. & Title	Start Date	Time	Location	Cost
99 Surface Mount and Through-Hole Rework And Repair	April 19	6:00 - 10:00 pm	MET, Rm 902	\$59
100 Basic Electronics Soldering Skills-Multi-Meter Soldering Project	February 15	6:00 - 10:00 pm	MET, Rm 902	\$59

INDUSTRIAL MAINTENANCE ROBOTICS

Course No. & Title	Start Date	Time	Location	Cost
101 Programmable Logic Controllers & Motor Control (12 hrs)	April 20 & 21	6:00 - 10:00 pm	MET, Rm 902	\$149
102 Introduction To Hydraulics (12 hrs)	April 13 & 14	6:00 - 10:00 pm	MET, Rm 902	\$149
103 Introduction To Pneumatics (12 hrs)	April 6 & 7	6:00 - 10:00 pm	MET, Rm 902	\$149
104 Playing with Robots (3 hrs)	February 10	5:30 - 8:30 pm	MET, Rm 906	\$49

MACHINE TOOL TECHNOLOGY

Course No. & Title	Start Date	Time	Location	Cost
105 Cad Cam Class Using Virtual Gibbs	March 1	6:00 - 9:00 pm	MET	Call

FOR COURSE INFORMATION AND TO REGISTER ONLINE GO TO:
WWW.LAKEAREATECH.EDU/CORPED

HEALTH CLASSES

Course No. & Title	Start Date	Time	Location	Cost
LATI and The American Heart Association are now working together to offer CPR/First Aid training located on the LATI campus, for adult, child and infant CPR as well as AED (Automated External Defibrillator) training. Contact Deb Ernst at 882-5284, Ext. 264 or email her at ERNSTD@lakeareatech.edu Hours are 8:30 - 2:00 pm Monday - Friday				
106 The New Face of Orthodontics	March 30	9:00 - 12:00 pm	TEC, Rm 514	\$75
107 Home Study Dental Radiology Continuing Education Call Rhonda Bradberry at 605-882-5284, Ext. 214 or email at bradberr@lakeareatech.edu to have packets sent.	Call Rhonda			\$30
108 Expanded Function Dental Assistant Call Janet Jensen at 605-882-5284, Ext. 388 or email at jensenja@lakeareatech.edu	Call Janet	Online	Online	
109 Intro to Basic Concepts in Dental Radiology	February 23-24	8:00 - 5:00 pm	MAIN, Rm 112	\$375
110 CNA - Certified Nursing Assistant This program allows the participant to complete the required 40 hours of theory on-line. The student is responsible for finding a facility to complete the thirty-five hours of clinical and lab requirements (LATI has a local nursing home facility willing to fulfill these requirements for those that cannot find a facility). This program has been approved by the South Dakota State Board of Nursing. Payment must be received to start the on-line class. Once class is started, no refunds are allowed. Register online at www.lakeareatech.edu/corped/registration.asp Cost: \$306.90 (does not include book, clinicals, or certification test) Please call Laurie Larson, Instructor, 605-882-5284, Ext. 373				
ADDITIONAL TRAINING PROGRAMS				
111 CDL Refresher Course If you have previous driving experience, we offer a one-on-one refresher training class with a truck driver instructor. This training would be excellent for preparing for the CDL SKILLS TEST. Prerequisites are a valid driver's license and a CDL instructional permit. Cost for the course is \$85 per hour driving time. For more information and to make an appointment, call 605-882-5284, Ext. 320 or 260.				
112 Commercial Drivers License (CDL) Written Test Preparation This class is designed to provide all the information necessary to PASS YOUR WRITTEN CDL TEST. The class will cover general knowledge, air brakes, combination vehicles, hazardous materials, tankers, doubles and triples. The skills test training covers all pre-trip inspections, basic control skill procedures and road test procedures. Friday, February 10, 4:00-9:00 pm & Saturday, February 11, 8:00-5:00 pm, LATI TEC Building, Rm 514. Instructor: Jerry Cudmore The cost of the class is \$99. CDL Test on Monday Feb. 13 starting at 3:30pm For more information or to register for this class please contact Corporate Education at 605-882-5284, Ext. 320				
113 Commercial Drivers License (3rd Party) We have several people that are qualified to give third party testing in the Northeast area of South Dakota. This testing is offered on a year round basis. The cost for this test is \$84.80 for the 1st time and if a retake is needed for any portion of the test the cost is \$31.80 . Please call 605-882-5284, Ext. 320 for information/appointment.				
114 Forklift Training This operator program offers necessary information and guidance to fulfill OSHA requirements for the classroom portion of the training. OSHA states that employees must be trained prior to operating power industrial trucks. This session is the classroom component of the required operator training. A skills test can be arranged upon completion of the classroom portion of the training program. Call 605-882-5284, Ext. 320 or 260 to arrange a training session.				
115 Licensed Electricians LATI will be sponsoring Electrical Code classes for continuing education credit in the surrounding area after the first of the year. The instructor and class are both approved by the SD Electrical Commission. We will be sending out a letter to the electricians in the NE part of SD with dates and times. Watertown February 11 Brookings February 4 Yankton March 3 Aberdeen January 21 Chamberlain March 10 Sioux Falls February 18 For more information please contact Corporate Education at 605-882-5284, Ext. 320				
116 Basic Welding This course will cover basic wire-feed and stick welding to include safety procedures, equipment familiarization, and machine settings. The course is designed for the beginner, or someone with limited welding experience. This class is limited to 12 individuals, call early to secure your place. Call 605-882-5284, Ext. 320 or 260 for more information.				

CUSTOMIZED TRAINING

Due to industry demand, we have previously offered:

- | | |
|---|--|
| <ul style="list-style-type: none"> * Lean Manufacturing * Supervisor Training * Computer Seminars * Forklift Training | <ul style="list-style-type: none"> * Welding Techniques * Customer Service * CPR Child & Adult, First Aid, AED * Various Industry Seminars |
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*These classes can be customized to fit your specific needs and schedule. Please contact Corporate Education at 605-882-5284, Ext. 320

ASK ABOUT CLASSROOM/THEATER AND COMPUTER LAB RENTALS!

Twenty-Seven High Demand Programs of Study

Agriculture

- * Agri-Business
- * Agri-Production
- * Commodity Merchandising
- * Dairy
- * Environmental
- * Large Animal
- * Precision Technology
- Automotive Technology
- Aviation Maintenance Technology
- Building Trades Technology
- Business Associate
- * Fashion/Retail Merchandising
- * Hospitality & Tourism
- * Human Resource Associate
- * Interior Business Design
- * Marketing & Management
- * Photography/Media

* Indicates a Program Option

Computer Information Systems

- * CISCO Specialist
- * Network Specialist
- * Programming Specialist
- * Security Specialist
- * Web Specialist
- Cosmetology
- Custom Paint and Fabrication
- Dental Assisting
- Diesel Technology
- * Truck/Tractor
- * Cat ThinkBig
- * CNH Forging the Future
- Drafting Technology
- * Civil Drafting Technician
- * Civil/Mechanical Drafting Tech
- Electronic Systems Technology
- Energy Operations
- Energy Technology

Entrepreneurship

- Environmental Technology
- Financial Services
- * Agri-Financial Services
- * Business Accounting
- * Consumer Financial Services
- Human Services Technician
- * Activity Technicians/Mental Health
- * Child Development
- * Developmental Disabilities
- * Youth Offender
- Med/Fire Rescue
- Medical Assisting
- Medical Lab Technician
- Nursing
- Occupational Therapy Assistant
- Physical Therapist Assistant
- Precision Machining
- Robotics
- Welding Technology



E-Degrees (online hybrid programs)
 Computer Information Systems
 Dental Assisting
 Financial Services
 Marketing & Management
 Medical Lab Technician
 Practical Nursing
 Robotics

Call or visit our web site for more information - 605-882-5284 - 1-800-657-4344 - Watertown, SD www.lakeareatech.edu



Learn More

ONLINE CLASSES & CAREER PROGRAMS

OVER 250 COURSES TO CHOOSE FROM, INCLUDING THESE FROM THE TOP 100:

- | | | |
|------------------------------|--|---|
| Creating Web Pages | Intro to CSS and XHTML | Get Assertive! |
| Speed Spanish | Intro to SQL | Real Estate Investing |
| Accounting Fundamentals | GRE Preparation | Intro to Crystal Reports 10 |
| A to Z Grant Writing | Administrative Assistant | Merrill Ream Speed Reading |
| Grammar Refresher | Basic CompTIA A+ Certification | Intro to Flash 8 |
| Solving Classroom Discipline | Learn to Buy and Sell on Ebay | Enhancing Language Development in Childhood |
| Intro to Dreamweaver 9 | Intro to Java programming | Drawing for Absolute Beginner |
| Medical Coding | Fundamentals of Supervision & Management | |

Many more... check them out at:
www.ed2go.com/lakeareatech

Take short-term classes that
 fit YOUR schedule!
 Starting from \$99

To register, simply complete and return this form (or email us with the same information) along with a purchase order number or check.

Pre-registration is required. NOTE: Some classes have enrollment limits, so early registration is in your best interest. If class is cancelled, you will be CALLED and your registration fee will be refunded to you.

For information, call 605-882-5284, or 1-800-657-4344, Ext. 320.

Mail registration fee to: LATI/Corporate Education, PO Box 730, Watertown, SD 57201



CORPORATE EDUCATION CLASS REGISTRATION FORM



Your Name: _____ Phone: _____

Address: _____ Email: _____

Class #	Name of Class:
1. _____	_____
2. _____	_____
3. _____	_____

Send Check or PO # to: LATI/CE, PO Box 730, Watertown, SD 57201

Please Note: Lake Area Technical Institute: www.lakeareatech.edu
 Corporate Education Email: haucks@lakeareatech.edu

Toll Free Telephone: 1-800-657-4344, Ext. 320
 Telephone: 605-882-5284, Ext. 320
 FAX: 605-882-6347