

# BOISE STATE UNIVERSITY NONCREDIT COURSES FALL 2009 SCHEDULE

**Expand your mind.  
Improve your life.**

Our noncredit courses are stimulating, affordable, and informational. We feature personal enrichment and professional development classes – intensive short courses, evening, weekend and one-day classes – to fit into your busy life and work schedule.

Courses are open to the public and there are no applications and no grades.



**EXTENDED  
STUDIES**



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**SEPTEMBER 2009 - DECEMBER 2009**

# PERSONAL ENRICHMENT CLASSES



## ART

### Learn to See Through Photography – Digital & 35mm

This class will teach camera operation basics, along with the visual principles of composition and design that will aesthetically enhance your photographs. Digital images from weekly assignments will be burned to CDs and critiqued in class. **Required equipment:** Manually-operable digital camera. Email instructor at jtalbot@cableone.net for required outside assignment due first class.

**Tues., Sept. 22-Oct. 27; 6:30 pm-9 pm; Boise Campus, \$135**  
**Instructor: James Talbot**  
 099ART121U01

### The Basics of Watercolor

Perfect for the beginner or the intermediate painter seeking to reconnect with their playful self. A looser, more fluent style using larger brushes and fewer materials is encouraged in this class. Emphasis will be on simplification and organization of values, edges and negative spaces. The main objective is to have fun with watercolor. **Other materials, equipment required:** Supply list available at Quality Art, Inc. - cost of supplies is approximately \$30. Bring supplies to first class.

**Wed., Sept. 30-Oct. 28; 6:30 pm-9 pm**  
**Boise Campus, \$125**  
**Instructor: Jim Blankenship**  
 099ART112U01

### Wheel-Thrown Pots

Discover the fundamentals of making pots on the potter's wheel and through handbuilding. Learn techniques for creating basic forms such as bowls, cups,

and vases using high-temperature clays and glazes. Beginners will learn the basics while more skilled students will strengthen their techniques in this fun class. **Other materials, equipment required:** Supply list available at The Potter's Center, approximately \$25.

**Wed., Sept. 23-Nov. 4; 6 pm-8:30 pm**  
**Boise Campus, \$135**  
**Instructor: Jill Lawley**  
 099ART122U01

### Photoshop Fundamentals

Learn how to unleash the power of Adobe Photoshop© to enhance your favorite photographs. Explore and master the basics of digital image editing. **Other materials, equipment required:** Digital camera required, home computer with Photoshop recommended.

**Sat., Oct. 3-Oct. 24; 1 pm-4 pm**  
**Boise Campus, \$125**  
**Instructor: Shawna Hanel**  
 099ART123U01

### Visual Journaling

Make your travel more memorable by creating a visual journal. Begin with basic drawing skills—light and shadow, perspective, and composition. Continue practicing from still life arrangements and on-site sketching, using various mediums that are easy to travel with. Learn what to select from a scene and how to include other elements. **Other materials, equipment required:** See website for supply list - boisestate.edu/noncredit.

**Tues., Oct. 6-Oct. 27; 6:30 pm-9 pm**  
**Boise Campus, \$115**  
**Instructor: Erika McGinnis**  
 099ART124U01

## MUSIC

### Adult Class Piano – Beginning Level I

Have you ever wanted to play the piano? Here's your opportunity! Adult Class Piano - Beginning Level I is an introductory class in keyboard skills and music literacy for adults. This class is a congenial and non-stressful way to learn to read music for the piano, with an introduction to basic

keyboard theory. Designed for those adults who have never had any music instruction, this course has no prerequisites except the willingness to learn. **Other materials, equipment required:** Access to a keyboard to practice. The class texts are *Alfred Piano 101 for Adults* and *Alfred's Basic Adult Theory Piano Book, Level One*, available for purchase at the first class, or before at Dunkley Music or Welch Music.

**Wed., Sept. 9-Dec. 2; 7:30 pm-8:30 pm**  
**Boise Campus, \$95**  
**Instructor: Luann Fife**  
 099MUS104U01

## YOGA

*All yoga courses taught by Vickie Aldridge & staff. Classes held at the Boise Yoga Center, 3113 Rose Hill, Boise, and in Eagle at Kinesis, 450 W. State St., Ste. 250. Be prepared to work in clean, bare feet with no lotions or oils. Shorts or tights preferred. No baggy pants. No heavy meal two hours prior to class.*

### Introduction to Iyengar Yoga

Introductory yoga classes for beginners in the Iyengar method with certified teachers from the Boise Yoga Center. Learn about yourself through this ancient practice of balance, awareness, strength and flexibility.

### Held in Boise!

**Option 1**  
**Thurs., Sept. 3-Oct. 22; 7:15 pm-8:45 pm**  
**Boise Yoga Center, \$96**  
 099KIN105B01

**Option 2**  
**Mon., Sept. 14-Nov. 2; 7:15 pm-8:45 pm**  
**Boise Yoga Center, \$96**  
 099KIN105B02

**Option 3**  
**Tues., Sept. 22-Nov. 10; 3:30 pm-5 pm**  
**Boise Yoga Center, \$96**  
 099KIN105B03

**Option 4**  
**Wed., Oct. 7-Nov. 25; 5:30 pm-7 pm**  
**Boise Yoga Center, \$96**  
 099KIN105B04

### Held in Eagle!

**Option 1**  
**Thur., Sept. 3-Oct. 22; 6 pm-7:15 pm**  
**Eagle at Kinesis, \$88**  
 099KIN105E01

**Option 2**  
**Wed., Sept. 16-Nov. 4; 7:15 pm-8:30 pm**  
**Eagle at Kinesis, \$88**  
 099KIN105E02

**Option 3**  
**Tues., Oct. 6-Nov. 24; 6 pm-7:15 pm**  
**Eagle at Kinesis, \$88**  
 099KIN105E03

## FOREIGN LANGUAGES

*Note: Most language courses require a textbook, available at the Boise State Bookstore and local bookstores.*

### Conversational Level I & II Course Descriptions:

#### Level I Courses

In a conversational setting students will practice listening, understanding and communicating basic needs: greetings, asking and answering simple questions, responding to everyday situations.

#### Level II Courses

Continued development of conversation skills and cultural awareness through expanded vocabulary, structures, and phrases for travel, health care, shopping and family activities.

### SPECIAL SAVINGS!!

Register for two language levels at the same time and pay only \$205!

## SPANISH

### Conversational Spanish Basics for Beginners I

*For those with no previous Spanish experience.*

In a conversational setting students will practice listening, understanding and communicating basic needs: greetings, asking and answering simple questions, responding to everyday situations including travel, health care, shopping and family activities.

**Option 1**

Mon., Sept. 14-Oct. 19; 6 pm-8 pm  
Boise Campus, \$108  
Flor Maria Waldner  
099LNG100U01

**Option 2**

Tues., Sept. 8-Oct. 13; 6 pm-8 pm  
Boise Campus, \$108  
Anita Waggoner  
099LNG100U02

**Option 3**

Wed., Sept. 9-Oct. 14; 6 pm-8 pm  
Boise Campus, \$108  
Flor Maria Waldner  
099LNG100U03

**Option 4**

Thurs., Sept. 10-Oct. 15; 6 pm-8 pm  
Boise Campus, \$108  
Anita Waggoner  
099LNG100U04

**Conversational Spanish Basics for Beginners II****Option 1**

Mon., Oct. 26-Dec. 7; 6 pm-8 pm  
Boise Campus, \$108  
Flor Maria Waldner  
099LNG101U01

**Option 2**

Tues., Oct. 20-Dec. 1; 6 pm-8 pm  
Boise Campus, \$108  
Anita Waggoner  
099LNG101U02

**Spanish Culture & Conversation for Advanced Beginners I**

**Prereq:** Levels I and II or equivalent experience. Emphasis on continued conversational skill development and learning to describe past activities and future plans.

Mon., Sept. 14-Oct. 19; 6 pm-8 pm  
Boise Campus, \$108  
Luis E. Gomez  
099LNG146U01

**FRENCH****Conversational French for Beginners I**

In a conversational setting students will practice listening, understanding and communicating basic needs: greetings, asking and answering simple questions, responding to everyday situations including

travel, health care, shopping and family activities.

Tues., Sept. 8-Oct. 13; 6 pm-8 pm  
Boise Campus, \$108  
Gabrielle Applequist  
099LNG104U01

**Conversational French for Beginners II**

Continued development of conversation skills and cultural awareness through expanded vocabulary, structures, and phrases for travel, health care, shopping and family activities.

Tues., Oct. 20-Dec. 1; 6 pm-8 pm  
Boise Campus, \$108  
Gabrielle Applequist  
099LNG105U01

**ITALIAN****Beginning Italian I**

Development of basic vocabulary, structures and culture awareness for general communication and travel to Italy.

Thurs., Oct. 29-Dec. 10; 6 pm-8 pm  
Boise Campus, \$108  
Maura Holly  
099LNG108U01

**KOREAN****Easy Korean for Fun I**

Learn Korean vocabulary and conversation skills for travel and social interactions through entertaining and energetic activities.

Thurs., Sept. 10-Oct. 15; 6 pm-8 pm  
Boise Campus, \$108  
Namkyu Park  
099LNG156U01

**TURKISH****Conversational Turkish for Beginners I**

In a conversational setting students will practice listening, understanding and communicating basic needs: greeting, asking and answering simple questions, responding to everyday situations including travel, health care, shopping and family activities.

Mon., Sept. 14-Oct. 19; 6 pm-8 pm  
Boise Campus, \$108  
Salih Kalem  
099LNG162U01

**Conversational Turkish for Beginners II**

In a conversational setting students will practice listening, understanding and communicating basic needs: greetings, asking and answering simple questions, responding to everyday situations including travel, health care, shopping and family activities.

Mon., Oct. 26-Dec. 7; 6 pm-8 pm  
Boise Campus, \$108  
Salih Kalem  
099LNG163U01

**FINANCIAL PLANNING****Financial Strategies for a Successful Retirement**

Americans will work more than 90,000 hours earning a living and building a nest egg, yet many spend less than ten hours preparing for a successful retirement. This course will help you determine how to get the most from investments, social security, and retirement plans. This course will pay dividends for the rest of your life.

**Fee: \$49, includes materials.**

**Weekday sessions are 6:30-9 pm, Saturday session is 10 am-12:30 pm (three 2 1/2 hr. classes, 1 class per week) and are held in Boise.**

**Instructor is Scott Jamison, a Financial Advisor of ING Financial Partners.**

**Option 1**

Thurs., Sept. 10-24  
099FIN100U01

**Option 2**

Tues., Sept. 15-29  
099FIN100U02

**Option 3**

Tues., Nov. 3-17  
099FIN100U03

**Option 4**

Wed., Nov. 4-18  
099FIN100U04

**INVESTING STRATEGIES****The Rules of Money**

Many think they're handling their finances effectively but they've never been taught the rule, and yes, some simple basic principles. In a relaxed atmosphere with a sprinkling of real life examples you'll design a customized plan. Learn the rules about managing both your assets and liabilities to maximize your personal wealth.

**Fee: \$49, includes materials. Sessions are 6:30-8 pm; All are held on the Boise Campus.**

**Instructors are Mitch Mertes, Partner, Northwest Financial Group, and Iva Deobald, Manager, First Mortgage Company of Idaho.**

**Option 1**

Mon., Sept. 14-28  
099FIN106U01

**Option 2**

Mon., Oct. 5-19  
099FIN106U02

**Option 3**

Mon., Nov. 2-16  
099FIN106U03

**Take Stock in the Market**

Investing in stocks can be easier than you think. At Edward Jones "Take Stock in the Market" seminar, you will learn basic stock terminology, as well as time-proven strategies created to help you reach your financial goals.

**Fee: \$10, includes materials. Sessions are 6-7 pm; All are held on the Boise Campus.**

**Instructor is Ben Casner, a representative of Edward Jones.**

**Option 1**

Wed., Sept. 16  
099FIN107U01

**Option 2**

Wed., Oct. 21  
099FIN107U02

**Option 3**

Wed., Nov. 18  
099FIN107U03

**Option 4**

Wed., Dec. 16  
099FIN107U04

**RETIREMENT PLANNING****Retiring!! When Can I Retire?**

Learn to grow your assets in volatile times, and protect them. Learn to keep your assets with protection strategies. Learn strategies to protect your assets from Uncle Sam. Learn to leave a legacy to your loved ones. Class materials provided by instructor.

**Fee: \$49, includes materials. Sessions are 6:30-9 pm; All are held on the Boise Campus.**

**Instructor is Brad Hofhines, President of Summit Retirement Advisors.**

**Option 1**

Tues., Sept. 15-29  
099FIN110U01

**Option 2**

Wed., Oct. 7-21  
099FIN110U02

# OSHER LIFELONG LEARNING INSTITUTE

The Osher Lifelong Learning Institute (formerly known as Renaissance Institute), a program for intellectually curious adults over 50 years of age, features short, noncredit courses and a lecture series.

Membership each season is \$35 which purchases seating in the lectures and the opportunity to register for classes for an additional fee. Except where indicated, membership is required for participation.

**For more information:**

- Call (208) 426-1709
- Visit [boisestate.edu/osher](http://boisestate.edu/osher)

## SHORT COURSES

(Must be a member of the Osher Institute to register for courses)

### Palestine-Israel Conflict

The Arab-Israeli conflict is one of the newest/oldest "intractable" problems in the world today. The area has always seethed with conflict. This course will explore the roots and nature of the current conflict that threatens to engulf considerably more than just the nations in the region.

**Wed., Sept. 2, 9, 16, 23; 6:30-8:30 pm TownePlace Suites (Marriott); \$45**  
**Instructor: Dr. Howard Berger**  
 099OLLI18U01

### Twentieth Century Short Story

Modernist fiction writers with bold experimentation in form and focus linked their writing to revolutionary social changes of the beginning of the 20th century. Join us to study evocative short stories that refract the complex experience of modern life.

**Fri., Sept. 4, 11, 18, 25, Oct. 2; 2-4 pm The Cabin; \$55**  
**Instructor: Dr. Cheryl Hindrichs, Assistant Professor of English and Specialist in Modernist Literature, BSU**  
 099OLLI19U01

### Great Adaptations—from Story to Film

The Osher Institute will participate in the Story Initiative Project's Great Adaptations Film and Story Conference. Along with class sessions, anticipate attending a premier screening of *The Last Station* followed by a discussion with the director, Michael Hoffman and novelist Jay Pannini



from whose book the play was adapted. Screenwriter Judith Rascoe will also present one of her films and will participate in a

panel discussion about film adaptations.

**Dates and Time; TBA**  
**Location; TBA; \$65**  
**Instructors: Clay Morgan, directors Michael Hoffman and Judith Rascoe, and novelist Jay Parini**  
 099OLLI20U01

### Present and Future Danger: Analyzing America's Health Care System

Do you feel health care is or should be a right and how should it be distributed and funded? Analyze the health care system with experts who will explain the various parts and pieces of our current health care system, how our current system evolved, its merits and demerits, and what we need our system to look like ten years.

**Tues., Sept. 8, 15, 22, 29; 10 am-Noon The Flicks Theater; \$45**  
**Instructor: Dr. James Girvan**  
 099OLLI21U01

### U.S. Constitution

Constitutional Scholar, Dr. David Adler, will discuss the U.S. Constitution which has survived for generations and has been amended and debated. He will consider with the audience the impact of specific documents that influenced and shaped the thinking of the Constitution's creators, threats the Constitution has endured, where the nation stands today with regard to the Constitution, and how presidential war powers and the conduct of American foreign policy affect the Constitution.

**Thurs., Sept. 17, 6:30-8:30 pm at BSU Student Union**  
**Fri., Sept. 18, 10:15 am-Noon at Boise Public Library; \$35**  
**Instructor: Dr. David Adler**  
 099OLLI22U01

### Japanese in Idaho

Japanese Americans have been in Idaho since before statehood and their history is deeply entwined with that of the state and

nation. The most significant part of that shared history occurred during WWII when the Minidoka Relocation Center was established to house more than 10,000 persons of Japanese descent moved by the federal government. This course will cover the broad range of the history of this group in Idaho, with emphasis on the WWII experience.

**Mon., Sept. 14, 21, 28; 10 am-Noon The Cabin; \$35**  
**Instructor: Dr. Robert Sims**  
 099OLLI23U01

### Photography Day Trip

Engage your imagination and sharpen your photographer's eye on a day-long "field workshop." Anticipate finding new ways of regarding the environment, deepening your artistic vision, and articulating your chosen subjects with available light. Focus will be on composition, lighting, clarity and depth of field control, and pictorial potential.

**Thurs., Sept. 24; 9 am-5 pm Idaho Botanical Garden; \$55**  
**Instructor: Dr. Mary Stieglitz**  
 099OLLI24U01

### Fungi

Fascinated by fungi? Love mushrooms but can't tell one from a toadstool? This course provides an introduction to fungi with a particular emphasis on mushrooms common to Idaho and will focus on the role of mushrooms in their varied habitats. A field trip to the Payette National Forest for a day of collecting and identifying is included.

**Wed., Sept. 30; 10 am-Noon; Thurs., Oct. 1, all day**  
**Boise State Foundation; \$65**  
**Instructor: Dr. Marcia Wicklow-Howard**  
 099OLLI25U01

### SPACE!

Astronomers and astronauts are pushing space exploration to new realms as they observe, listen and study data from distances greater than previously imagined. Learn from those who have explored space, who study the far reaches of the universe and who are looking for signals from our galactic backyard.

**Tues., Oct. 6; Fri., Oct. 9; 10 am-Noon Boise State Student Union; \$45**



**Instructors: Dr. Seth Shostak, Senior Astronomer for SETI Institute and NASA; Barbara Morgan, Educator/Astronaut, Boise State University; Dr. Dale Fields, Astronomer, Pierce College, Woodland Hills, CA.**  
 099OLLI26U01

### Taking Charge: Navigating the Contemporary Health Care System

Your good health does not come with a guarantee that it will last. Someday you may need to know how to navigate through our complicated health care system to get the most from your health care dollar. Learn how to find the right health care provider for your needs, avoid unnecessary tests and steer clear of duplication.

**Wed., Oct. 7, 14; 10 am-Noon The Flicks Theater; \$25**  
**Instructor: Dr. Sarah Toevs**  
 099OLLI13U01

### Islam and Modernity

Come and explore how the spread of modernity has affected the Muslim world. Different ideological positions of Muslim scholars and states will be identified and their positions, which range from total rejection of modernity to its selective adoption and to en bloc adoption will be discussed. The social and political consequences of differing ideological positions and their contemporary relevance will be considered.

**Thurs., Oct. 8, 15, 22; 10 am-11:30 am TownePlace Suites (Marriott); \$35**  
**Instructor: Dr. Fikret Karcic**  
 099OLLI14U01

### Design, Esthetics and Application

This class is for those who intuitively appreciate visual art and want to understand what makes "good art" good. Learn about artist's aesthetic principles and design choices through gallery discussions and demonstrations. Then experiment with similar techniques in guided studio art making. Tuesdays will be spent in the Museum galleries for discussions and demonstrations and Thursdays will be dedicated to 'hands on' studio art experiences.

**Tues. and Thurs., Oct. 13, 15, 20, 22,**

27, 29; 2-4 pm  
**Boise Art Museum; \$70**  
**Instructor: Terra Feast, Assistant Director of Education, Boise Art Museum 099OLLI15U01**

**The Personal Genome**

Genetically speaking, what is it that makes you who you are? This class will address the concepts of individuality in DNA, how one's own DNA affects talents, survival longevity, and health and treatment options. Discover what DNA can tell about an individual's personal heritage and particular propensities and how one's genes fit into the broader human genome.  
**Mon., Nov. 2, 9; 1:30 pm-3:30 pm The Cabin; \$25**  
**Instructor: Dr. Greg Hampikian 099OLLI16U01**

**Sacred Texts and Sacred Teachings (Hinduism and Buddhism)**

This class will examine the sacred texts and teachings of Hinduism and Buddhism. Students will be introduced to and study the Vedas and Upanishads, the Bhagavad Gita and the Mahabharata, the Yoga Vasistha, Mahatma Gandhi and more as they look at Hinduism. The study of Buddhist sacred texts and teachings will

include the Pali texts, the Heart Sutra and Zen texts.  
**Tues. and Thurs., Nov. 3, 5, 10, 12, 17, 19; 10 am-Noon TownePlace Suites (Marriott); \$65**  
**Instructor: Professor Elton Hall 099OLLI17U01**

**On the Economy**

Plan to learn how our current economic situation evolved to its current state, the impact of the housing bubble, the role of the Federal Reserve and Treasury and the early stimulus package. Anticipate looking to the future to gage what it will take for the economy to recover and what the new relationship between government and business may be as the country emerges from recession.  
**Mon., Nov. 16, 23; 2:45 pm-4:45 pm TownePlace Suites (Marriott); \$25**  
**Instructor: Dr. Don Holley 099OLLI27U01**

**The Role of Geology in the Settlement of the American West**

Discover the role of geology in the human migration to the American West. Learn of mankind's migration from Africa, through Asia over Beringia, and into the Americas as confirmed by archeological and genetic evidence. Examine migration routes

determined by geology and constrained by glacial cycles. Discuss the western landscapes and resources which were poorly understood when the Louisiana Purchase was signed, but effectively documented by great geological surveys beginning in 1867.  
**Wed., Nov. 4, 11, 18, Dec. 2; 1-3 pm Idaho State Department of Agriculture Conference Rooms; \$45**  
**Instructor: Dr. Terry Maley 099OLLI28U01**

**LECTURE SERIES**

(Osher Institute Lecture series is open only to Osher Members. Membership fee covers the cost of the lecture series presentations)

**Rolling Forward: From Plans to Ribbon-Cutting, How Long Can it Take?**

Learn about the Community Planning Association of Southwest Idaho (COMPASS) and their regional long-range plan that profiles transportation solutions for the next twenty years. Discover details of the plan and how land use affects transportation, how investments in transportation influence growth, how projects are selected and who they serve and how the projects are planned and financed.

**Thurs., Sept. 24; 10 a.m.-Noon TownePlace Suites (Marriott)**  
**Instructor: Charles Trainor 099OLLI13U01**

**Retrospective View from the Bench**

Judge Schwartzman has served in the Idaho Judiciary for the past thirty-seven years and has seen and experienced first-hand just about everything in the criminal justice system. He will share his insights, war stories, humor, observations and predictions in this "valedictory" session.  
**Wed., Oct. 21; 10 a.m.-Noon The Flicks Theater**  
**Instructor: Honorable Judge Alan Schwartzman 099OLLI14U01**

**The Music of Brazil**

Brazilian music is inextricably linked to the social history of the country from the music of her African slaves to modern samba incarnations like bossa nova and tropicalia. Learn about the native (Amerindian) and colonial (European) musical interactions as you travel via musical performance and slides, through various historical periods.  
**Mon., Nov. 30; 10 a.m.-Noon Simplot Performing Arts Center**  
**Instructor: Elizabeth Blin 099OLLI15U01**

**EDUCATIONAL TRAVEL PROGRAMS**

**Travel with Boise State to New York or Scandinavia in 2010**

Call or email to join our mailing list for tour updates. Call (208) 426-3293 or email [studytours@boisestate.edu](mailto:studytours@boisestate.edu). Visit [boisestate.edu/extendedstudies/studytours/](http://boisestate.edu/extendedstudies/studytours/)

**Music and Theatre of New York March 29-April 4, 2010**

Some of the activities includes: Rockefeller Center, Radio City Music Hall, Metropolitan Museum of Art, Times Square, and theatre musicals including *Billy Elliot*, *The Addams Family* and *Spider-Man*.

**A Cultural Journey Through Northern Europe**

May 21-31, 2010  
**Stops will include:** Copenhagen, Denmark; Stockholm, Sweden; Helsinki, Finland; Tallinn, Estonia; St. Petersburg, Russia.

See the Little Mermaid statue, a Viking warship exhibit, masterworks at the Hermitage Museum, and hear musical performances at opera houses and concert halls.

**Both programs are led by Boise State Music Professor Del Parkinson.**

**CENTER FOR PROFESSIONAL DEVELOPMENT**



To register for any of the Center for Professional Development courses, call (208) 426-1709, or e-mail: [cpdinfo@boisestate.edu](mailto:cpdinfo@boisestate.edu), or

See a complete schedule and information at [cpd.boisestate.edu](http://cpd.boisestate.edu).

**LEADERSHIP DEVELOPMENT & OTHER MANAGEMENT TOPICS**

**Applied Leadership: The Art of Supervision**  
**Competency-Based Learning to Enhance Leadership Skills**

Increase productivity, improve employee

performance, and enhance business interactions through effective supervision. This training program provides managers with practical tools to improve the performance of their units now.

- **Part I: Lead from Within**  
 Focuses on the role of a leader, effective communication, interpersonal styles, and self management.
- **Part II: Lead Great People**  
 Develops skills in inspiring motivation, coaching for results, leading for growth,

and managing individual and team performance.

**• Part III: Lead with Purpose**

Explores skills in serving your customers, decision making and problem solving, fostering organizational well being, and becoming a lean office.

**• Part IV: Lead for Legacy**

Examines ethical leadership, conflict resolution, effective negotiation, and change management.

**Accelerated Delivery Option**

Same great content. Six days away from the office instead of eight. Complete pre-work before each three-day session of the combined Parts I and II and/or Parts III and IV.

Sign-up for Parts I & II or Parts III & IV to target results in a specific area, or for the full series to fill your toolbox for tackling the major demands faced by managers.

**Applied Leadership Classes in Boise:**

**Parts I & II:**  
Sept. 29, 30, Oct. 1, Dec. 8, 9, 10, Feb. 23, 24, 25, 2010;  
8 am-5 pm

**Parts III & IV:**  
Nov. 3, 4, 5, Jan. 12, 13, 14, 2010, Apr. 27, 28, 29, 2010;  
8 am-5 pm

**Fee: \$895 for each three-day session per person, including materials and hassle-free parking.**

**Sign up for the full series and save \$200** when registration for Parts III & IV is completed!

**Essentials of Business: A Certificate for High Potential Managers**

The program format for Essentials of Business is practical and action-oriented - it incorporates hands-on exercises; real-world case studies; and a dynamic, web-based business simulation.

**Sept. 11-12, 18-19, 25-26, Oct. 2-3, Fri. and Sat.;** 8 am-5 pm  
**Fee: \$1,995.00 per person, includes all materials and parking**

**Project Management**

**Two Great Courses Back-to-Back!**

**October 14-16; 8:30 am - 4:30 pm**

**Choose either course or take both for \$625!**

**Introduction to Project Management**

This course introduces the fundamentals of project management through the use of examples and hands-on application of project management principles. Participants work on several case studies and relate best practices to their projects.  
**Oct. 14-15; 8:30 am-4:30 pm**  
**Fee: \$450 per person, includes all materials**

**Using Microsoft Project**

Direct application of principles using Microsoft Project 2007 software is provided. Learn to use Microsoft Project during this full day hands-on course.  
**Oct. 16; 8:30 am-4:30 pm**  
**Fee: \$225 per person, includes course handouts and workbook**

**Finance for Non-Financial Managers**

Does your mind go blank when you hear Income Statement, Budget Variance and Balance Sheet? You don't need to be a math whiz to read a financial report. During this workshop, we'll break through the mystery of financial statements to clarify your organization's results and identify strategic opportunities for improving your financial performance.  
**Oct. 29; 9 am-4 pm**  
**Fee: \$225 per person, includes all materials**  
**Early Bird Fee: \$210 if registered by Oct. 15**

**Project Management Professional (PMP) Exam Preparation**

Fine-tune your preparation for becoming a certified Project Management Professional (PMP). Improve your chances of passing the PMP Certification Exam with proven study aids, module summaries, and sample tests. Instructor is a Registered Education Provider with the Project Management Institute (PMI) who has trained hundreds

of successful exam candidates.  
**Nov. 20-21; 8:30 am-4:30 pm**  
**Fee: \$649 per person, includes all materials**

**Save These Dates!**  
**May 15-22, 2010**

**The Strategic Experience: A Program for Management Development**

The Strategic Experience (TSE) provides new or experienced managers and business owners with a focused understanding of how the different business functions work as a whole. Learn to excel in managing operations and leading strategically.

**BUSINESS COMMUNICATION DEVELOPMENT**

**Resolving Workplace Conflicts**

This workshop provides participants with analytical tools to determine the causes of workplace conflict and approaches for resolution. Tools and practice will be presented which guide in managing one's reactions, focusing on solutions, and promoting effective cooperation.  
**Sept. 21; 8:30 am-12 Noon**  
**Fee: \$179 per person, includes all materials**

**Negotiation Strategies for Results**

Negotiation skills are useful for staff at all levels of an organization and essential for managers. Participants will learn to address situations that require the ability to flex between competitive and collaborative approaches. You can improve negotiation results with skills to identify and adapt to different bargaining assumptions and goals.  
**Sept. 21; 1 pm-4:30 pm**  
**Fee: \$179 per person, includes all materials**

**Sign up for Negotiation Strategies for Results and Resolving Workplace Conflicts for \$299 - Save \$59!**

**Writing for Clarity in Business**

How you present yourself in writing can make a lasting impression on your readers, whether you are sending an email, creating a report, or writing a letter. This workshop is designed to help you get back to the

basics of business writing. In-class exercises will provide you with the opportunity to fine-tune your writing skills and receive individual feedback on your writing style.

**Dec. 2-3; 9 am-4 pm**  
**Fee: \$450 per person, includes all materials**  
**Early Bird Fee: \$425 if registered by Nov. 18**

**HUMAN RESOURCE MANAGEMENT DEVELOPMENT**

**Train the Trainer**

Training can be one of the biggest challenges in the workplace. Whether you are a supervisor training an employee on the job or a trainer responsible for educating an entire workforce, techniques from this workshop can make you more effective.  
**Oct. 27-28; 9 am-4 pm**  
**Fee: \$450 per person, includes all materials**  
**Early Bird Fee: \$425 if registered by Oct. 1**

**SHRM® Essentials of Human Resource Management**

Gain an overview of the human resources function and solutions for the most vital and timely HR issues related to changes in labor law, selection of qualified employees, effective compensation, orientation and training, and management of employee performance.  
**Oct. 21-22; 8 am-5 pm**  
**Fee: \$650 per person, includes all materials**

**PHR/SPHR Certification Review Course**

An intensive, three-day program designed specifically for individuals seeking certification as a Professional in Human Resources (PHR®) or Senior Professional in Human Resources (SPHR®). We offer this program in cooperation with the Society for Human Resource Management (SHRM). The curriculum, designed by subject matter experts, includes application exercises that develop specific competencies and decision making skills. As a certification preparation program, it consistently beats the national pass rate.  
**Nov. 5, 6, 7; 8 am-5 pm**  
**Fee: \$1,065.00 per person, includes all materials**

## SPECIALIZED PROFESSIONAL DEVELOPMENT

### Construction Management

Construction Management Certificate program provides a thorough overview of the construction process from pre-planning through project closeout. The content you take out of the class can immediately be put to use.

**Oct. 16-17, Nov. 13-14, Dec. 11-12, 2009, Jan. 15-16, Feb. 19-20, March 12-13, 2010**

**Fee: \$4,745 per person, includes all materials**

**Early Bird Fee: \$4,495 if registered by Oct. 2**



### Introduction to Green Building

This course provides an overview of green building concepts including the rating systems such as

LEED and GreenGlobes, current case studies, the economics of green building, benefits and barriers and sources of information. Course will run over four months, one Saturday per month.

**Dates Coming Soon! For more information visit [cpd.boisestate.edu](http://cpd.boisestate.edu)**

## GRE/GMAT PREPARATION COURSES

### Graduate Record Exam (GRE)

Learn exam topics, the different types of verbal and quantitative questions and the new essay portion of the Graduate Record Exam (GRE) General Test. Learn test-taking strategies and work with test-simulation exercises in reading comprehension, vocabulary, discrete quantitative, quantitative comparison, and the essay. Advanced math strategies are included. First class session includes proctored diagnostic exam, beginning promptly at 6:00pm, and distribution of the textbook, practice tests and GRE CD-ROM. Instruction begins at second session.

**Sept. 15, 22, 29, Oct. 6, 13, 20, 27, Nov. 3, 10**

**Fee: \$399 per person, includes all materials**

### Graduate Management Admissions Test (GMAT)

Learn test-taking strategies for dealing with the verbal, quantitative, and essay sections of the Graduate Management Admissions Test (GMAT). Discover proven methods for dealing with each of the question types and work with test simulation exercises in reading comprehension, critical reasoning, grammar, discrete quantitative, data sufficiency, and the essay. First class session is 4 hours and includes proctored diagnostic exam, beginning promptly at 6:00 pm, and distribution of textbook, practice tests and GMAT CAT CD-ROM. Instruction begins at second session.

**Sept. 17, 24, Oct. 1, 8, 15, 22, 29, Nov. 5, 12; 1st class is 6 pm-10 pm for diagnostic practice exam.**

**Fee: \$449 per person, includes all materials**

## OBTAINING CONTINUING EDUCATION UNITS

A Continuing Education Unit (CEU) is a nationally standardized unit documenting participation in non-credit programs, courses, or workshops.

The Center for Professional Development transcribes CEUs, which can be provided to employers as verification that you have completed a course in which CEUs were granted. CEUs cannot be converted to academic credit.

**For more information, call (208) 426-3485.**

## BASQUE STUDIES

Boise State University is one of two institutions in the United States offering a Basque Studies Program. Join us and take unique classes on Basque topics. These courses can be taken for university credit or as a non-credit course.

**For course listings and to register for credit visit:**

**<http://basquestudies.boisestate.edu>**

**If you are interested in taking the Basque courses for noncredit, call: (208) 426-3485.**

## GIS PROFESSIONAL DEVELOPMENT COURSES

*All GIS courses are \$585 per person, with the exception of ArcGIS Desktop II – Tools and Functionality and Introduction to ArcObjects™ which is \$805 per person, per class and includes the book.*

### Introduction to ArcGIS Desktop II – Tools and Functionality

Course is designed for those with an education in or workplace experience with GIS but no ArcGIS software experience. This course assumes knowledge of basic GIS concepts. By the end of the course, you will be prepared to start working with the software on your own.

**Sept. 23-25; 9 am-5 pm**

### Introduction to ArcGIS Desktop III – Workflows and Analysis

ArcGIS Desktop III builds on the skills and knowledge taught in ArcGIS Desktop II. This course shows how to apply ArcGIS tools in a workflow. Topics: Migrating data to a geodatabase; geodatabase behavior; editing GIS data; aligning spatial data; managing geoprocessing tools and settings; analyzing GIS data; using Model Builder; GIS analysis projects. Prerequisites: Students should complete ArcGIS Desktop II or Learning ArcGIS Desktop.

**Oct. 8-9; 9 am-5 pm**

### Introduction to Geospatial Databases

An introduction to geodatabase concepts in ArcGIS. The course covers migrating existing data into a geodatabase, adding behaviors to features, creating relationships between objects and creating and editing features in a geodatabase.

**Oct. 22-23; 9 am-5 pm**

### GIS Internet

This two-day course is an introduction to Internet Map Server (IMS). The course will introduce the participant to Internet map authoring, web site design and publishing using the ArcIMS manager.

**Dates TBA; 9 am-5 pm**

### Introduction to ArcObjects

An introduction to customizing ArcGIS using ArcObjects. This course will cover building custom applications; and introduction to basic coding; and creating subroutines and functions using VBA. The introduction to ArcObjects will include programming with interfaces, navigating object model diagrams, and using ArcObjects in ArcGIS applications.

**Nov. 18, 19, 20; 9 am-5 pm  
Fee: \$805 per person**

### Introduction to ArcView

This two-day course provides a conceptual overview and hands-on experience using ArcView GIS 3.x software. It teaches basic ArcView GIS functionality and enables participants to quickly take advantage of the software's powerful display and analysis capabilities.

**On-demand basis. Please contact us at 426-3485.**

### Introduction to Avenue

Course provides the skills and knowledge needed to use OOP language, Avenue, to customize the ArcView GIS 3.x GUI. The course employs a task-oriented approach that gives participants the tools they need to become proficient users. Class attendees learn how to use the Customize dialog box and Avenue scripts to create a new customized interface.

**On-demand basis. Please contact us at 426-3485.**

## Cancellation Policy For All Center For Professional Development Courses

Cancel six days before class to receive a full refund. Cancel 48 hours prior to class to receive a full refund minus a \$25 processing fee. If you cancel less than 48 hours prior to class you are responsible for the full fee, which you may apply toward another class held within 6 months. Your registration may be transferred at any time with no fee by calling (208) 426-3861 with the name of your substitute attendee.

**No Applications Needed! No Hassle! Space is limited, so register EARLY.**

Questions? Call (208) 426-1709 or for more information, visit [boisestate.edu/noncredit](http://boisestate.edu/noncredit)

**Register Five Ways – Online, mail, fax, call us, or drop by!**

Please print.

Name _____		Date of Birth _____	
Address <input type="checkbox"/> Home <input type="checkbox"/> Business _____			
City, State, Zip _____			
Daytime Phone _____		Evening Phone _____	
E-mail _____			
Special Needs _____			
<input type="checkbox"/> Check or Money order enclosed (Payable to Boise State University) Payment is due with your registration. Check Number _____			
<input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover Card Number: _____			
Name on Card: _____		Expiration Date: _____	
Signature: _____			
COURSE NUMBER	TITLE	START DATE	PRICE
099 _____			
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			<b>TOTAL DUE:</b>
For Extended Studies use only. Do not write below this line.			
Received by: _____		Date: _____	
Registered by: _____		Date: _____	

**Registration Information**

- **Go online**, choose a class, register and pay: [www.boisestate.edu/noncredit](http://www.boisestate.edu/noncredit)
- **Mail the form** with your payment to Boise State Extended Studies, 1910 University Drive, Boise, ID 83725-1120
- **Fax the form** to: (208) 426-5621
- **Call** (208) 426-1709

**IMPORTANT TO NOTE**—E-mail communication is an integral part of keeping students informed of changes. If you are using a spam blocker on your computer, make sure it will allow e-mail from Boise State University to get through or you may not get important course change information.

**Parking**—Parking permits are required for use of all Boise Main Campus parking facilities. Those who do not purchase a permit can utilize self pre-pay systems in the Administration building's Visitor lot, parking garages, or parking meters. You may purchase long-term General permits or short-term Workshop permits. Passes for noncredit workshops at the main campus are \$10 per day, up to \$34 for the duration of the workshop. Permits for semester-long noncredit courses are available at the General price: \$97 per academic year, \$54 per semester, or \$25 per summer. All permits or passes can be purchased at the Boise State campus parking office located on the first floor of the Lincoln Parking Structure (1607 University Dr.) Hours are M-F, 7 am-5 pm; or call (208) 426-7275.

**Access Needs**—If you have access needs, please call (208) 426-1709 between 8 am and 5 pm at least one week in advance to make arrangements.

**Class Fees**

Payment for the class is due with your registration. Pay only for the course fee with this registration. If other materials are required for your class, it will be noted on your enrollment receipt.

**Canceling a Registration**—Students who cancel at least three days before the class starts will receive a refund, less a \$25 processing fee. Attendee substitutes may be made without penalty. To cancel call (208) 426-1709.

**The Fall 2009 Noncredit Courses in this tabloid are provided through the Division of Extended Studies at Boise State University.**

Noncredit courses at Boise State University are a great way to explore your personal interests, advance your career, and keep your mind sharp. There is not the pressure of earning grades, college credits, or degrees. A range of courses allows you to always keep learning.

Boise State University also offers an array of graduate, undergraduate and technical programs for college credit. To explore the University's many offerings for college credit, visit [boisestate.edu](http://boisestate.edu).