March 11, 2010

**New River Announces Spring Workforce and Community Education Courses Offered in Summersville**

[Summersville, WV] The month of April offers many community and workforce education training opportunities sponsored by the Nicholas County Campus of New River Community and Technical College in Summersville, WV.

Both Underground and Surface Mining classes are on the schedule for workforce training. The always popular Computer Basics class is again being offered, as well as workshops in both Microsoft PowerPoint and Publisher. Back by popular demand is the beginning Sign Language course taught by Ressie Thomas.

The Underground Mine Safety Course will be held from April 5-16 and is taught by Lloyd Collins and Terry Casto. This class will prepare participants for the certification exam that will be administered on the last day of class. The class meets 10 days, Monday through Friday, from 8 am-4 pm at the Workforce West Virginia Building.

Collins and Casto will also instruct the Surface Mine Safety Course scheduled for April 19-28. This evening class meets from 5-10 p.m. and prepares students for the certification exam offered on the last day. This class also meets at the Workforce WV Building.

The Computer Basics class, taught by friendly and knowledgeable instructor Brigette Neil, has been designed for those with no to very limited computer experience. Topics covered in this course will include: the start-up menu, components of a computer, basic computer navigation using a Windows operating system, how things are stored, basic computer settings, email accounts, and safely using the internet to buy, sell and social network. This class meets
on Tuesday and Thursday evenings from 6-8 p.m. for three weeks, starting on April 6 and concluding April 22.

The Microsoft Publisher and PowerPoint workshops are taught by New River employee Mary Igo and cover the basics of each program. The Publisher workshop will be held at 6 p.m. April 5 and 7. Participants will learn the basics of using Publisher to design dynamic and attention grabbing flyers, brochures, business cards, programs, or menus. This is an excellent course for those who desire to use desktop publishing in the home, small business or community organization.

The PowerPoint workshop will begin at 6 p.m. on April 27 and covers how to make a memorable presentation for work, a wedding, birthday, anniversary or any other special occasion. Students will learn the basics needed to design dynamic and attention-grabbing presentations using pictures, graphics and animation.

Have you ever had the desire to communicate with the hearing impaired? If so, here’s your chance to learn the basics of communication competence and basic vocabulary, finger spelling, numbers and grammatical non-manual signs of American Sign Language. Taught by Ressie Thomas, the Sign Language Class will be an eight-week course beginning on April 15. The group will meet on Thursday evenings from 6 to 8 p.m.

All classes are limited in size and require pre-registration. For more information on these and upcoming classes, call the Workforce Education office at 304-872-4520.

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