



**NORTHWEST FLORIDA  
STATE COLLEGE**

**PROFESSIONAL &  
CONTINUING EDUCATION**

## **FALL 2016 SCHEDULE OF CLASSES**

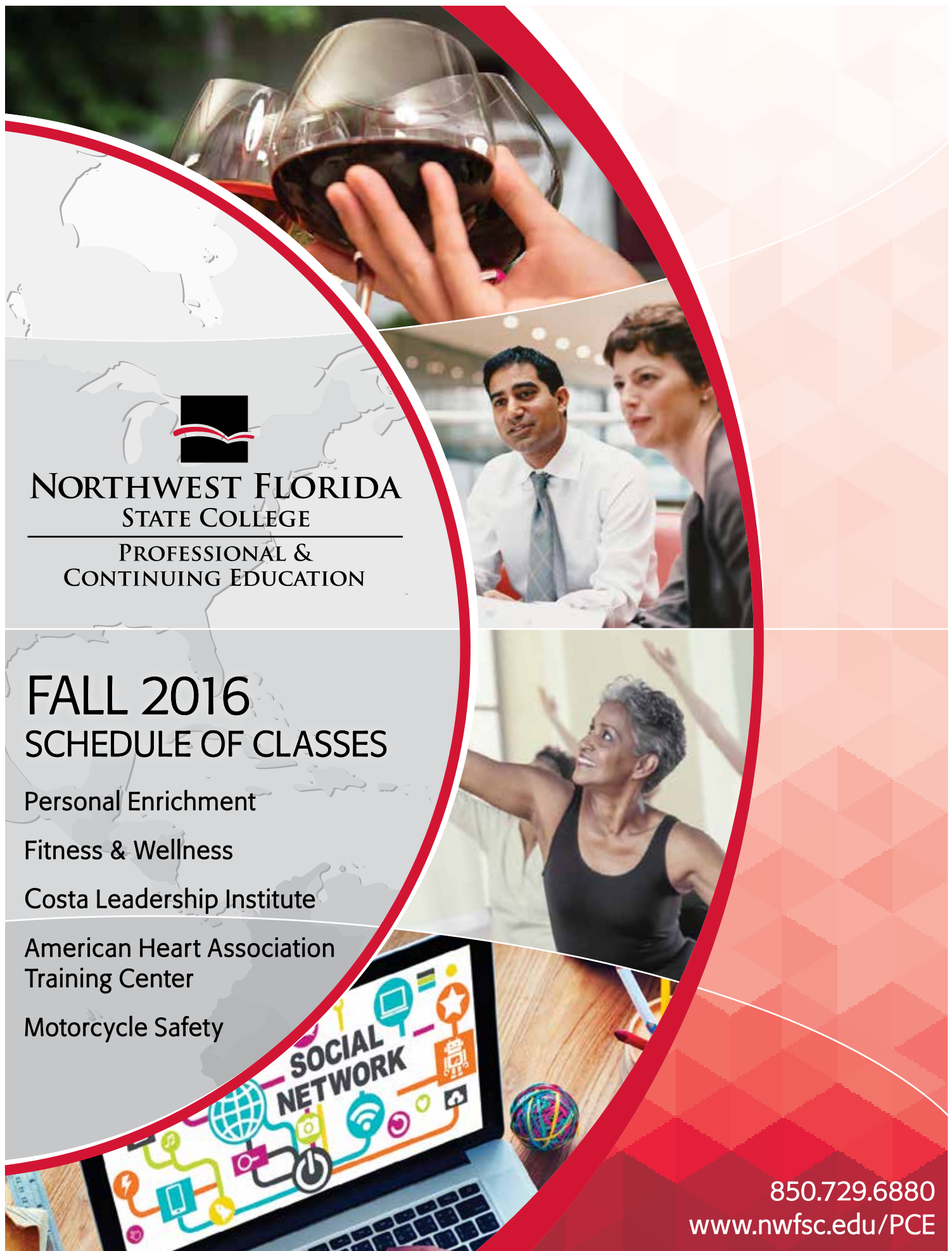
Personal Enrichment

Fitness & Wellness

Costa Leadership Institute

American Heart Association  
Training Center

Motorcycle Safety



850.729.6880  
[www.nwfsc.edu/PCE](http://www.nwfsc.edu/PCE)

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## **Registration Form**

# General Information

## Professional & Continuing Education Non-Credit Registration

### Registration Information

There are 3 ways to register for Professional & Continuing Education non-credit classes.

- **Online:** Visit [www.nwfsc.edu/CERegister](http://www.nwfsc.edu/CERegister) and register using Flex Reg. Pay online using a credit card or e-check. You also have the option to click the pay later button which will allow you to pay in-person at an NWF State College campus or center with cash or check within 48 hours.
- **In-Person:** Register at any NWF State College campus or center in the Students Services area – Niceville (Student Services Center), Hurlburt, Fort Walton Beach, Crestview, DeFuniak Springs and South Walton. Fill in the form below. Payment can be made by cash or check only at any NWF State College campus or center Business Office.
- **Mail:** Fill in the form below with required information. Mail the form and a check to: NWF State College, Professional & Continuing Education, 100 College Blvd. East, Niceville, FL 32578.

#### Registration now open!

Registration is due 5 days prior to deadline for class.

### Canceled Classes

The NWF State College Professional & Continuing Education Department reserves the right to cancel classes based on low enrollment or other causes. Classes may be canceled due to the lack of enrollment five (5) business days prior to the first class. The student will be notified in advance via personal email, and a full refund will be provided. NWF State College reserves the right to add or delete without notice any courses offered on the website, or to alter the fees or costs.

### Dropping a Class

Dropping a class is not permitted. However we understand there are circumstances that may occur and we will work with you to find another class for you to enroll in. Please contact (850) 729-6880 should you need help.

### Payment

To pay for a class, payment can be made by cash or check only at any NWF State College Campus or Center Business Office. Payments can be made online with an e-check or credit card. Credit card payments will incur a 2.75% convenience fee. For payment questions, please contact the NWF State College Business Office at (850) 729-5385.

## For campus maps visit

[www.nwfsc.edu/AboutNWF](http://www.nwfsc.edu/AboutNWF)

### Parking

All college students must display a parking permit on their vehicle when parking in designated parking areas during the fall and spring semesters. Hurlburt Center location does not require a permit. There is no charge for non-credit students.

- New permits must be obtained each semester
- All permits must be visible on the rear view mirror (Alternatives: Driver side dash and sun visor)
- Permits may be used for up to 4 vehicles
- Each vehicle must be registered under student's online account
- Permits may only be used for registered vehicles
- Parking is permitted in designated areas only

[www.nwfsc.edu/Students/StudentLife/parking.cfm](http://www.nwfsc.edu/Students/StudentLife/parking.cfm)

### Contact Information

(850) 729-6880 • [leadership@nwfsc.edu](mailto:leadership@nwfsc.edu)  
Address: 100 College Blvd. East, Niceville, FL 32578  
[www.nwfsc.edu/PCE](http://www.nwfsc.edu/PCE)

### Staff Information

Julie Cotton, Director ..... (850) 729-5212  
*Professional & Continuing Education*

Laura Schultze, Coordinator ..... (850) 729-6085  
*Continuing Education*

Coordinator ..... (850) 729-5253  
*Costa Leadership Institute*

Ashley Breihan, Coordinator ..... (850) 729-5366  
*Special Events*

Mike Hulion, Coordinator ..... (850) 729-5209  
*Motorcycle Safety*

Jerry Ann Chancellor, Staff Assistant ..... (850) 729-4955  
*Professional & Continuing Education*

Alisha Huff, Staff Assistant ..... (850) 729-6084  
*Professional & Continuing Education*

## For current classes Like us on Facebook

[www.facebook.com/NWFSCProfessionalAndContinuingEducation](http://www.facebook.com/NWFSCProfessionalAndContinuingEducation)



# Personal Enrichment Courses

## Artistic Corner

### ***Jewelry Making: The Baroness of Beading***

**Instructor:** Tina Adams

Do you have an eye for jewelry, but not the pocketbook? Join Tina for a class on the art of jewelry making. Use beads, gems, and stones to make the perfect necklace or bracelet. Have jewelry at home that you wish you could change? Bring those in as well, and she will teach you how to “jazz it up!” The jewelry you create will make perfect birthday and special occasion gifts, or just a little something special for yourself! **Supplies required: List available at [www.nwfsc.edu/PE](http://www.nwfsc.edu/PE).**

**September 19 – October 24, 2016**  
**Mondays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 400, Room 127**

**Fee: \$50.00**

**CRN #: 12114**

### ***Drawing for Beginners***

**Instructor:** Patti Overholt

If you have always wanted to learn to draw or want to improve your drawing skills, you will enjoy this class. This course will introduce you to simple techniques using proven methods. If you can write, you can learn to draw! Join us to bring out your inner artist. **Supplies required: List available at [www.nwfsc.edu/PE](http://www.nwfsc.edu/PE).**

**September 20 – October 25, 2016**  
**Tuesdays, 1:00 – 3:00 p.m.**

**Niceville, Bldg. 500, Room 131**

**Fee: \$50.00**

**CRN #: 12105**

### ***Advanced Drawing***

**Instructor:** Patti Overholt

This class is for those who have some basic drawing experience but would like to try different drawing styles and mediums. Prerequisite: Previous drawing classes. **Supplies required: List available at [www.nwfsc.edu/PE](http://www.nwfsc.edu/PE).**

**September 22 – October 27, 2016**  
**Thursdays, 1:00 – 3:00 p.m.**

**Niceville, Bldg. 500, Room 131**

**Fee: \$50.00**

**CRN #: 12111**



### ***Creative DIY Crafts***

**Instructor:** Alisha Huff

Have you admired decorative crafts that you want to make for your home or for a gift and don't know where to begin? Let me help you with that! Using adhesive vinyl, paint and glass etching, we will create different types of decorative crafts from glass blocks to burlap garden flags. You can Do It Yourself (DIY). Cost of supplies not included in class fee. Instructor will contact students via email prior to first class.

**September 20 – October 25, 2016**  
**Tuesdays, 4:45 – 6:45 p.m.**

**Niceville, Bldg. 400, Room 306**

**Fee: \$50.00**

**CRN #: 12126**

# Personal Enrichment Courses

## Artistic Corner

### **Mixed Media with Watercolors**

**Instructor:** Loretta Menendian

This class is a continuation of Colored Pencil Drawing and Mixed Media. Students will be using watercolors and pen and ink. **Supplies required:** List available at [www.nwfsc.edu/PE](http://www.nwfsc.edu/PE).  
**Prerequisite:** Mixed Media.

**Sept. 19 – Oct. 24, 2016**

**Mondays**

**1:00 – 3:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11181**

**Oct. 31 – Dec. 5, 2016**

**Mondays,**

**1:00 – 3:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11221**

### **Advanced Painting with Acrylics**

**Instructor:** Loretta Menendian

This class is a continuation of Intermediate Painting with Acrylics. Continue to paint and create and become the artist you always wanted to be. Registration fee does not include supplies. **Supplies required:** List available at [www.nwfsc.edu/PE](http://www.nwfsc.edu/PE). **Prerequisite:** Beginning/Intermediate Painting with Acrylics.

**Sept. 16 – Oct. 21, 2016**

**Fridays,**

**10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11187**

**Oct. 28 – Dec. 9, 2016**

**Fridays,**

**10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11228**

**Sept. 16 – Oct. 21, 2016**

**Fridays, 1:00 – 3:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11193**

**Oct. 28 – Dec. 9, 2016**

**Fridays, 1:00 – 3:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11229**

### **Beginning Painting with Acrylics**

**Instructor:** Loretta Menendian

Painting with acrylics is an easy medium for all levels of artists. Come and experience the sheer pleasure of producing your own painting. Release the artist within you. **Supplies required:** List available at [www.nwfsc.edu/PE](http://www.nwfsc.edu/PE).

**September 19 – October 24, 2016**

**Mondays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 500, Room 131**

**Fee: \$50.00**

**CRN #: 11179**

### **Intermediate Painting with Acrylics**

**Instructor:** Loretta Menendian

Continue on with what you learned in Beginning Painting with Acrylics. You'll amaze yourself and others with your painting. Registration fee does not include supplies. **Supplies required:** List available at [www.nwfsc.edu/PE](http://www.nwfsc.edu/PE). **Prerequisite:** Beginning Painting with Acrylics.

**October 31 – December 5, 2016**

**Mondays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 500, Room 131**

**Fee: \$50.00**

**CRN #: 11220**

### **Artist's Workshop**

**Instructor:** Loretta Menendian

Are you an artist working in acrylic, mixed media, pen and ink, pastels and watercolors? This class is for you - a place to share your medias with others and have an instructor on hand. No oils please. **Prerequisite:** Continuing Education Art Class.

**Sept. 14 – Oct. 19, 2016**

**Wednesdays,**

**10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11183**

**Oct. 26 – Dec. 7, 2016**

**Wednesdays,**

**10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11225**

**Sept. 14 – Oct. 19, 2016**

**Wednesdays,**

**1:00 – 3:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11184**

**Oct. 26 – Dec. 7, 2016**

**Wednesdays,**

**1:00 – 3:00 p.m.**

**Niceville, Bldg. 500,  
Room 131**

**Fee: \$50.00**

**CRN #: 11226**

# Personal Enrichment Courses

## Hobbies

### *Photography*

**Instructor:** Sharon Dooley

Want to take great pictures, but don't know where to start? Come and join a professional photographer and learn. Topics include: basic techniques that help the students take better photographs, composition, lighting, focusing and content. Discussions will cover the history of photography, early cameras and photographs, and good and bad photo technique. An instructor lead trip to Niceville's Turkey Creek is included in this class. Students will share their photos with a candid and open discussion of their success. Students must supply their own digital or analog camera and will be responsible for any photo developing.

**October 4 – October 18, 2016**  
**Tuesdays, 11:00 a.m. – 12:30 p.m.**

**Niceville, Bldg. 400, Room 127**

**Fee: \$25.00**

**CRN #: 11219**



### *Welding as a Hobby*

**Instructor:** Scottie Smith

In this session of the "Welding as a Hobby" training series, we will be covering Gas Tungsten Arc Welding, commonly called TIG welding. TIG welding is a process that uses a tungsten electrode to melt the base metal. Additional weld metal is added manually with metal filler rods. This process calls for good hand coordination between both hands and good hand-eye coordination. The TIG process is very clean and makes little sparks or noise.

Topic that will be covered are:

- Safety
- TIG equipment set up
- Hands-on welding of carbon steel and Aluminum

You can bring your own safety gear. Other options: rent a safety kit for \$50 by calling (850) 729-6880, or buy a safety and gear kit from the campus bookstore (approximately \$160.00). **Note: participants must wear steel toed boots and have safety gear.**

**September 10, 17 & October 1, 8**  
**8:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 400, Room 127**

**Fee: \$210.00**

**CRN #: 12117**

### *Beginning Bridge*

**Instructor:** Audree Newman

Do you want to learn how to play bridge or improve your basic knowledge of the game? Or are you an experienced player and want to improve your bridge skills? This class will give you all of that with hands-on experience in actual play of the game guided by the instructor. This class is for all skill levels.

**September 16 – November 4, 2016**  
**Fridays, 12:30 – 2:30 p.m.**

**Niceville, Bldg. 400, Room 127**

**Fee: \$60.00**

**CRN #: 12107**



### *Mah Jongg*

**Instructor:** Hollis Albanese

Do you want to learn the ancient orient game of Mah Jongg? This class will teach you how to play this fun and challenging game of tiles which has been adapted and played in the United States since 1937. Students will learn the game according to the rules established by the National Mah Jongg League, Inc. This class will give you all of the skills you will need to join a Mah Jongg group or create one of your own. Learn how to play now for a lifetime of entertainment! No prior Mah Jongg experience or knowledge of the game is necessary in order to enroll in this class.

**September 14 – October 19, 2016**  
**Wednesdays, 1:00 – 3:00 p.m.**

**Niceville, Bldg. 400, Room 127**

**Fee: \$50.00**

**CRN #: 12109**





# Personal Enrichment Courses

## Hobbies

### ***Refining Your Bridge Skills***

**Instructor:** Audree Newman

Want to sharpen your basic skills of bridge? Do you know how to play bridge but want those fundamentals refined? Review bidding, opening leads and signals along with the many other techniques of the game. This 8-week course will help you improve your basic understanding of the game and add winning "tricks" to your leisure fun!

**September 16 – November 4, 2016**

**Fridays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 400, Room 127**

**Fee: \$60.00**

**CRN #: 12108**

### ***Bridge Player's Club***

**Coordinator:** Audree Newman

CALLING ALL BRIDGE PLAYERS! Beginner and Intermediate players. Practice the skills you have learned. Join us for a casual day of bridge each Thursday.

**Prerequisite:** *current enrollment in Spring 2016 bridge class or previous Continuing Education bridge classes.*

**September 22 – November 10, 2016**

**Thursdays, 12:30 – 2:30 p.m.**

**Niceville, Bldg. 400, Room 127**

**Fee: \$15.00**

**CRN #: 11389**



## Language & Personal Development

### ***Beginning Conversational Spanish***

**Instructor:** Engracia F. Ornelas

¡Dilo en español! Say it in Spanish!

In this course we will focus on pronunciation, conversational Spanish skills, useful phrases, and important aspects of the culture. This is a practical, easy, and enjoyable conversational method that will help you learn Spanish quickly through continuous interaction. Learn how to carry a conversation and speak with confidence when interacting with native speakers!

¡Hasta pronto!

**Sept. 14 – Oct. 19, 2016**

**Wednesdays,  
5:00 – 7:00 p.m.**

**Niceville, Bldg. 400, Room 306**

**Fee: \$50.00**

**CRN #: 12112**

**Oct. 26 – Dec. 7, 2016**

**Wednesdays,  
5:00 – 7:00 p.m.**

**Niceville, Bldg. 400, Room 306**

**Fee: \$50.00**

**CRN #: 12113**

### ***Beginning Sign Language***

**Instructor:** Cathy Wolfe

Want to learn a foreign language? Join us in learning introduction to basic sign language. The class will include some of the basic conversational signs as well as the alphabet, numbers, colors. Also you will have a chance to see stories in sign language via video and DVD. [Textbook included in registration fee.](#)

**September 20 – October 25, 2016**

**Tuesdays, 4:15 – 6:15 p.m.**

**Niceville, Bldg. 400, Room 127**

**Fee: \$50.00**

**CRN #: 11195**



### ***Find Your Story, Use Your Words***

**Instructor:** Angela Yuriko Smith

Release your creativity! Learn to tap your own experiences and share them in words. Class will explore various aspects of creative writing through prompts with discussions that will include when word count matters, tapping into world news for inspiration, personalizing your work, writing as therapy, how to get your work to the world and writing as a tool for change. Class taught by Angela Yuriko Smith, author of 15 published books. Her writing career includes writing and editing for newspapers, publishing and writing non-fiction and fiction across multiple genres.

**Sept. 19 – 24, 2016, Mondays, 1:00 – 3:00 p.m.**

**Niceville, Bldg. 400, Room 300**

**Fee: \$50.00**

**CRN #: 12127**

# Personal Enrichment Courses

## Food & Entertainment



### *Wine - The Lubricant of Human Relations*

**Instructor: Moe Powers**

Join us for an exciting new trip through the fascinating world of wine where you'll meet old friends Chardonnay, Cabernet Sauvignon, and Pinot Noir and make new friends Cortese, Torrontes, and Nebbiolo. Learn how to demystify and decipher wine labels and wine lists. Grasp the significance of the vintage and alcohol by volume (ABV) on the label and feel comfortable when the wine list is handed to you. On the wings of wine you'll fly from continent to continent and country to country finding something new and interesting at each stop. We'll pair wine with food (or food with wine) and sample some of these combinations along the way. That unsuspecting grape will be followed from the vineyard to your glass, while sharing its secrets along the way. This adventure will provide some of the basic details needed to assist you in making knowledgeable decisions in purchasing wine. All of this in the company of a wonderful group of folks (with whom you'll be tasting these wines) who share your passion for fine wine and food. By the way, there's a field trip.

**October 5 – October 26, 2016**

**Wednesdays, 2:30 – 4:30 p.m.**

**Niceville, Bldg. 500, Room 128**

**Fee: \$60.00**

**CRN #: 12106**

### *Chef's Choice*

**Four Local Restaurants  
(Chefs of the Emerald Coast)**

**Coordinator: Jess Parnell**

This unique class features local culinary specialists at each restaurant who share with you techniques in food preparation. The \$17.50 cost of each lunch is included in the registration fee. Any changes of attendance dates must be phoned in at least 5 days prior to your regularly scheduled luncheon. Unless you drop the course before the 1st lunch, the class fee is non-refundable. **Per restaurants' request, class is limited to 40 students. NO EXCEPTIONS WILL BE ALLOWED. The Chef's demonstration begins at 12:00 p.m. Deadline for registration September 16, no exceptions.**

**Wednesdays, 11:45 a.m. – 1:15 p.m.**

**Dates as listed below**

**Fee: \$80.00**

**CRN #: 11198**

September 28	Tisano's Garlic Grill 4504 E Hwy 20 Ste. 20, Niceville
October 19	The Boathouse Landing 124 N John Sims Pkwy., Valparaiso
November 9	790 on the Gulf 2996 Scenic Hwy 98, Destin
November 30	Brotula's 210 Harbor Blvd., Destin

**Wednesdays, 11:45 a.m. – 1:15 p.m.**

**Dates as listed below**

**Fee: \$80.00**

**CRN #: 11212**

October 5	Tisano's Garlic Grill 4504 E Hwy 20 Ste. 20, Niceville
October 26	The Boathouse Landing 124 N John Sims Pkwy., Valparaiso
November 16	790 on the Gulf 2996 Scenic Hwy 98, Destin
December 7	Brotula's 210 Harbor Blvd., Destin



# Personal Enrichment Courses

## History, Politics & Government



### ***Pyongyang Poppycock***

**Instructor: Doug Bacon**

Just when we think North Korea (amusingly officially known as the Democratic People's Republic of Korea) can't come up with anything more amazing than its last pronouncement, it does. The North's nonsense is so constant, voluminous and bizarre that even intelligence experts have difficulty assessing the veracity of its prolific pronouncements. What this two-session course does is point out the irregularities and underlying (no pun intended) motives which seem to keep the country from falling off a cliff and what storm clouds it faces. We start with the deification of the Kim family and end up with some conclusions – which can't be specified because predicting its promulgations is impossible. Each session will be profusely illustrated and contain the latest information available through the media and Internet.

**October 14 – October 21, 2016**

**Fridays, 10:00 – 11:30 a.m.**

**Niceville, Bldg. 350, Room 303**

**Fee: \$15.00**

**CRN #: 12115**

### ***Civil War***

**Instructor: Rick Pierson**

Knowledge, understanding, and appreciation of the Civil War – all will be conveyed in this overview of the conflict that reshaped our national character! We will be covering the causes of this conflict, including the “What-ifs” that might have averted it. Of course, we will spend most of our time on the war's important battles, including the strategies that led up to them and the tactics that decided their outcomes. Emphasis will be placed on commanders, their strengths and weaknesses that determined the fates of those who fought under them. Finally, we will briefly cover the effects, both short and long term that the war had on our nation. Come ready to both learn and participate.

**September 21 – November 2, 2016**

**Wednesdays, 10:00 – 11:30 a.m.**

**Niceville, Bldg. 500, Room 128**

**Fee: \$50.00**

**CRN #: 11234**



### ***World War II***

**Instructor: Rick Pierson**

World War II: The Great War of the Greatest Generation. Come, and we will examine the causes and events leading up to the war, its important campaigns and battles, and finally, the war's consequences. Both the European and Pacific theatres will be covered, and video clips will be shown.

**September 19 – November 7, 2016**

**Mondays, 10:00 – 11:30 a.m.**

**Niceville, Bldg. 500, Room 128**

**Fee: \$50.00**

**CRN #: 12116**



### ***U.S. Air Force Military Aviation History***

**Instructor: Thomas Johnson**

Ever since the Wright Brothers successfully flew their Wright Flyer on Kitty Hawk's sandy beaches in December 1903, the design and development of the airplane for military use has skyrocketed. Eglin Air Force Base, located here in the panhandle of Florida, has been the U.S. Air Force's center for non-nuclear aircraft weapon development since the 1930s. This course will look at the U.S. military aircraft developmental history. In addition we will also focus on aviation toys (paper airplanes, kites, balsa wood airplanes, model airplanes, books, remote control airplanes/helicopters).

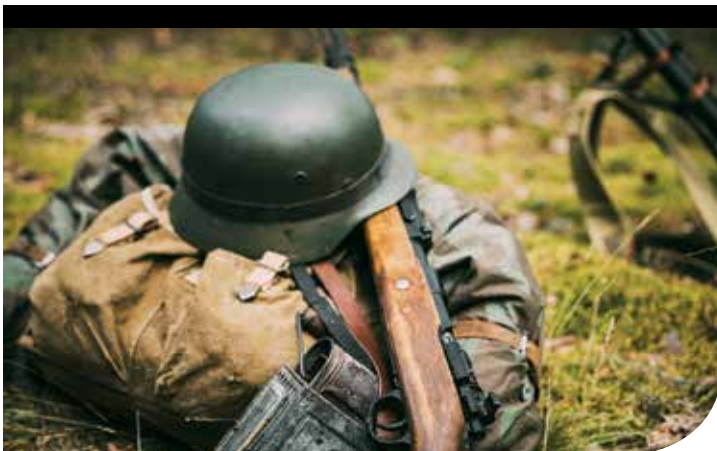
**September 22 – October 27, 2016**

**Thursdays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 520, Room 147**

**Fee: \$50.00**

**CRN #: 12110**



# Personal Enrichment Courses

## Computers & Beyond



### **Social Media Basics**

**Instructor:** Angela Yuriko Smith

Learn to safely navigate the social media labyrinth to find old friends, stay in touch and make new ones. Topics this class will cover include privacy settings, what not to display and effective use of the search function as well as an introduction to social media marketing. Instructor Angela Yuriko Smith has been regularly using social media outlets for years to promote her books which include "No Money Marketing: All You Need is Like."

**September 19 – October 10, 2016**

**Mondays, 10:30 a.m. – 12:30 p.m.**

**Niceville, Bldg. 400, Room 309**

**Fee: \$35.00**

**CRN #: 12128**



### **Microsoft Excel II**

**Instructor:** Tom Johnson

This is a follow-up course to Excel I. In this 6-hour workshop you will use Microsoft Excel to learn how to streamline repetitive tasks and display spreadsheet data in more visually effective ways. It will focus on advanced functions, working within multiple worksheets and using Excel's database features to sort and filter a collection of information. To ensure your success, we recommend that you have experience with creating, editing, formatting, applying simple formulas, saving, and printing basic spreadsheets in Microsoft Excel. The computer labs use Windows 7 and Office 10. **Students can obtain this level of skill by taking the Excel I course. Please bring a flash drive for use in this class.**

**October 10 – October 24, 2016**

**Mondays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 310, Room 112**

**Fee: \$30.00**

**CRN #: 12119**



### **Basic Computing Practice Using Your Laptop or Windows Tablet**

**Instructor:** Bob Garcia

Learn to use and care for your Laptop or Windows-based Tablet. Class will make you feel at ease using your Windows-based computer to create documents, search the internet, and correspond using email as well as using other applications you may want to explore. We will learn some trouble-shooting techniques, editing documents, create mailing labels and other topics. It is recommended that you have a flash drive with 16 gigabytes of storage available. Microsoft Office is desirable, but not required. Previous experience in using a PC is not required. Class leader is Bob Garcia, a retired Marine, who has been involved with computing since 1969 and has conducted classes at NWF State College since 1997. **Please bring your laptop to class.**

**October 6 – November 10, 2016**

**Thursdays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 400, Room 306**

**Fee: \$55.00**

**CRN #: 12101**

### **Microsoft Excel I**

**Instructor:** Tom Johnson

In this 6-hour workshop you will use Microsoft Excel to be able to crunch numbers quickly and easily using basic formulas and functions. Students will create a personal budget using Excel's financial features. Students will be able to make their data visually impacting, edit, and move and print data, as well as create charts. The computer labs use Windows 7 and Office 10. **Please bring a flash drive for use in this class.**

**September 19 – October 3, 2016**

**Mondays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 310, Room 112**

**Fee: \$30.00**

**CRN #: 12118**

Visit our website for the most updated  
calendar of events and classes

[www.nwfsc.edu/PE](http://www.nwfsc.edu/PE)

# Personal Enrichment

## Computers & Beyond



### **Working with Microsoft Office**

**Instructor: Bob Garcia**

This is a mid-level class which will use MS WORD, MS EXCEL, and MS POWERPOINT to create integrated documents to exploit three of the bundled features of MS OFFICE. You will learn by doing with discussion to cover specific features of OFFICE. You will learn how to create reports which include documents, a mailing list, charts to illustrate financial transaction and trends. We'll learn how to use MS POWERPOINT to present your work.

**September 13 – October 18, 2016**

**Tuesdays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 310, Room 112**

**Fee: \$55.00**

**CRN #: 12104**

### **Apple Mac**

**Instructor: Eddie Branch**

The course focuses on the Mac computer using the most recent operating system. Topics covered include: general use, system, preferences, Mail, Contacts, Calendar, Notes, Reminders, Safari, FaceTime and the App Store. Also covered will be Photos, iMovie, Pages, Numbers and Keynote. This course is for those with limited knowledge of the Mac with the goal of increasing your knowledge to be an intermediate user. *Please bring your laptop to class.*

**September 8 – October 13, 2016**

**Thursdays, 10:00 a.m. – 12:00 p.m.**

**Niceville, Bldg. 400, Room 309**

**Fee: \$55.00**

**CRN #: 12103**

## Science

### **Science Seminars**

The Science Seminars lecture series, hosted by the NWF State College Science Department, will have lectures from 11:00 a.m. to noon in Bldg. 350, (Robert E. Greene, Jr. Science Bldg.) Room 110 on the Niceville campus. Lectures are free and open to the public. The following dates are scheduled for this semester. For more information and a list of speakers please call (850) 729-5376.

**August 26 • September 23 • October 21 • November 18**



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- **Spanish**
- **Starting a Nonprofit**
- **Computer Classes**



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# Personal Enrichment Courses

## Chautauqua Center *(DeFuniak Springs)*

### **Acrylic Painting**

**Instructor:** Marvin Tweedy

Students will learn to mix and paint better than they ever thought they could! Local artist Marvin Tweedy will guide students through mixing paints to achieve the colors and effects desired. He will teach ways to create depth in two-dimensional surfaces. Students will explore the three main brush types and their uses, as well as a variety of painting techniques. The techniques include, but are not limited to, glazes, scrubs, pointillism, stippling, and dry brush. Supplies are available locally for less than \$30. **Supplies required: List available at [www.nwfsc.edu/PE](http://www.nwfsc.edu/PE).**

**Sept. 15 – Oct. 20, 2016**  
**Thursdays, 4:00 – 6:00 p.m.**

**DeFuniak Center, Bldg. 500,  
Room 154**

**Fee: \$50.00**

**CRN #: 11251**

**Oct. 27 – Dec. 8, 2016**  
**Thursdays, 4:00 – 6:00 p.m.**

**DeFuniak Center, Bldg. 500,  
Room 154**

**Fee: \$50.00**

**CRN #: 11635**



### **Digital Photo I: The Fundamentals and Creative Elements of Digital Photography**

**Instructor:** Jacqueline Ward

Learn the fundamental concepts for making beautiful photographs. This course is designed for beginning photographers, who enjoy shooting and want more creative freedom with their DSLR camera and want to take better photographs by knowing apertures (f/stops), ISOs and shutter speeds, exposure, basic do's and don'ts in picture taking, and simple rules of composition.

**September 19 – October 24, 2016**  
**Mondays, 10:00 a.m. – 12:00 p.m.**

**DeFuniak Center, Bldg. 500, Room 129**

**Fee: \$55.00**

**CRN #: 11295**

## Fort Walton Beach Campus



### **Guitar**

**Instructor:** Jimmy Chandler

From Bach to the Beatles and Beyond! Learn Classical Guitar techniques for the right or left hand, fingerpicking, standard music notation, how to improvise, arrange a song, to sing in your key, how to write a song, Jazz harmonization, how to audition and more! A class for all skill levels from beginner to experienced. 12 lessons, ½ hour each.

**Contact Jimmy Chandler at (850) 240-0469 to schedule lesson time and dates.**

**Fee: \$300.00**

**Fort Walton Beach Campus**  
**CRN #: 12130**

## Sikes Center *(Crestview)*



### **Guitar**

**Instructor:** Jimmy Chandler

From Bach to the Beatles and Beyond! Learn Classical Guitar techniques for the right or left hand, fingerpicking, standard music notation, how to improvise, arrange a song, to sing in your key, how to write a song, Jazz harmonization, how to audition and more! A class for all skill levels from beginner to experienced. 12 lessons, ½ hour each.

**Contact Jimmy Chandler at (850) 240-0469 to schedule lesson time and dates.**

**Fee: \$300.00**

**Robert L. F. Sikes Education Center, Crestview**  
**CRN #: 12131**



# Personal Enrichment Courses

## South Walton Center

### ***Digital Photo I: The Fundamentals and Creative Elements of Digital Photography***

**Instructor:** Jacqueline Ward

Learn the fundamental concepts for making beautiful photographs. This course is designed for beginning photographers, who enjoy shooting and want more creative freedom with their DSLR camera and want to take better photographs by knowing apertures (f/stops), ISOs and shutter speeds, exposure, basic do's and don'ts in picture taking, and simple rules of composition.

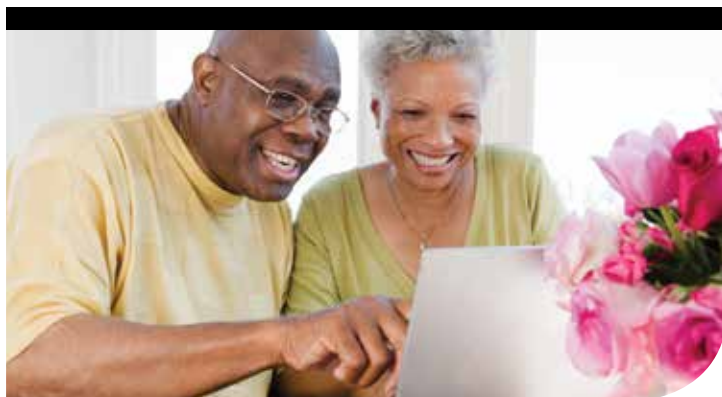
**September 20 – October 25, 2016**

**Tuesdays, 10:00 a.m. – 12:00 p.m.**

**NWF State College, South Walton Center, Room 113**

**Fee: \$55.00**

**CRN #: 11238**



### ***Basic Computers***

**Instructor:** Carl Lofstrom

In this class you will use your laptop with Microsoft Windows 10 to learn the computer basics. This class is for the very beginner who is just learning how to use a computer. No knowledge or experience is necessary to attend this class. You can expect to learn how to use a mouse, keyboard and touch screen, send and receive emails, send photos with emails, watch movies, listen to music, surf the internet, how to make a purchase online, write a letter and use the most popular apps. Handouts are made available on all lessons to minimize note taking. A wireless Wi-Fi network connection is available in the classroom for your use. At the end of this class you will have a good working knowledge of computers and the confidence to want to learn more about computers.

**September 21 – October 26, 2016**

**Wednesdays, 10:00 a.m. – 12:00 p.m.**

**NWF State College, South Walton Center, Room 113**

**Fee: \$55.00**

**CRN #: 12100**



### ***Apple iPad & iOS 9.2.1***

**Instructor:** Carl Lofstrom

In this class you will use your Apple iPad to learn the basics of the iPad, along with other features like iCloud, iTunes, Siri, App Store, Clock, Contacts and Appointments, e-Mail, Music, iBooks, Games, Face Time, and Videos. You will practice downloading, installing and using the most popular apps from the Apple App Store. Also expect to learn how to take photos and short movies. This class is for users just getting started or someone with a little working knowledge of the iPad. Some computer experience will be helpful. **Each student will bring their own iPad to class.** A wireless Wi-Fi network connection is available in the classroom for your use. With the popularity of the iPad, this class can help students gain the experience necessary to get the most use out of the new technology.

**September 19 – October 24, 2016**

**Mondays, 10:00 a.m. – 12:00 p.m.**

**NWF State College, South Walton Center, Room 113**

**Fee: \$55.00**

**CRN #: 12102**

For more information on  
Personal Enrichment courses,  
call (850) 729-6085 or  
e-mail [schultzl@nwfsc.edu](mailto:schultzl@nwfsc.edu).

# Fitness & Wellness Courses

## Niceville Campus

### Yoga

Traditional hatha yoga practiced in a relaxed atmosphere. The practice sessions begin with a warming up period, practice of the asanas, and conclude with a few minutes of relaxation. Students must provide their own mats.

**Instructor:** Julia Vanover

**Sept. 6 – Oct. 25, 2016**

**Tuesdays, 4:45 – 5:45 p.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$35.00**

**CRN #: 12095**

**Instructor:** Holly Solaas

**Sept. 8 – Oct. 27, 2016**

**Thursdays, 4:45 – 5:45 p.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$35.00**

**CRN #: 12096**

**Instructor:** Julia Vanover

**Nov. 1 – Dec. 6, 2016**

**Tuesdays, 4:45 – 5:45 p.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$30.00**

**CRN #: 12093**

**Instructor:** Holly Solaas

**Nov. 3 – Dec. 15, 2016**

**Thursdays, 4:45 – 5:45 p.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$30.00**

**CRN #: 12094**



### Zumba Gold

**Instructor:** Dawn Hamilton

The Zumba program fuses hypnotic Latin rhythms and easy-to-follow moves to create a one-of-a-kind fitness program. Our goal is simple: we want you to want to work out, to love working out, and to get hooked. The routines feature interval training sessions, where fast and slow rhythms and resistance training are combined to tone and sculpt your body while burning fat. Zumba Gold is designed for active older adults or true beginners. It addresses the anatomical, physiological and psychological needs specific to these populations.

**Sept. 14 – Oct. 19, 2016**

**Wednesdays,  
5:00 – 6:00 p.m.**

**Niceville, Bldg. 200,  
Room 314**

**Fee: \$30.00**

**CRN #: 12069**

**Oct. 26 – Dec. 7, 2016**

**Wednesdays,  
5:00 – 6:00 p.m.**

**Niceville, Bldg. 200,  
Room 314**

**Fee: \$30.00**

**CRN #: 12070**



### Health and Wellness... Plain and Simple!

**Instructor:** Nisse Fiske

Why can't you have your cake and eat it too? You can! Health and wellness isn't about deprivation or starvation. It's about balance. Learn how to balance what's important for your health goals without giving up the things you love. Led by an ACE certified Health Coach, this course will cover topics from easy meal prep to simple fitness. The key to overall health isn't about what you eat and what you do, it's about understanding why and how. Learn tips and tricks that will keep you achieving healthy goals that you never believed possible! Only YOU determine how far you can go.

**September 22 – October 27, 2016**

**Thursdays, 10:00 – 11:00 a.m.**

**Niceville, Bldg. 400, Room 127**

**Fee: \$30.00**

**CRN #: 12125**

### Cut to the Core

**Instructor:** Cynthia McGinnis

20 minute core workout for improving overall conditioning of the core. The core is a collection of muscles which stabilize and move the spine. Close to the spine and deep inside the abdomen is the inner core, which is comprised of the diaphragm, pelvic floor, multifidi, deep cervical flexors, and transverse abdominus. These strange-sounding muscles engage first during movement or breathing to protect the spine. The class starts with a 5 minute warm up, 20 minutes of core strengthening and a 5 minute stretch, cool down.

**September 9 – December 9, 2016**

**Fridays, 11:30 a.m. – 12:00 p.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$30.00**

**CRN #: 12073**

Visit our website for the most updated  
calendar of events and classes

[www.nwfsc.edu/PE](http://www.nwfsc.edu/PE)



# Fitness & Wellness Courses

## Niceville Campus

### **Fit In 20**

**Instructor:** Cynthia McGinnis

High intensity interval training focusing on agility, strength and cardio fitness. A high energy workout that will rev up your metabolism while building strength, agility and cardio fitness. The class starts with a 5 minutes warm-up, then on to progressive exercises preformed for 20 - 30 seconds at high intensity and a 30 second rest between exercises. The class ends with a 5 minute cool down.

**September 9 – December 9, 2016**

**Fridays, 11:00 – 11:30 a.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$30.00**

**CRN #: 12074**



### **Older BUT...BETTER!**

**Instructor:** Anita Kurz

Have you been wanting to start an exercise program but been unsure how to begin? Are you intimidated about going to a health club? This is the class for you. Incorporating aerobic exercise (walking on the track at the arena) with strength training, this class slowly and gently leads you on the path to improved cardiovascular health and muscle conditioning. Other benefits of the class include increased flexibility, balance and coordination. Every participant is encouraged to work at his or her own pace. With over 30 years of experience as a fitness instructor, Anita Kurz most enjoys helping beginners. Wear comfortable clothing and walking shoes. **Bring light weights (1-2 lbs.) or soup cans and an exercise band.** If you are unsure if this class is suitable for you, please consult your physician. All new students please arrive 15 minutes early for a one time orientation.

**Sept. 13 – Oct. 20**  
**Tuesday/Thursday,**  
**2:00 – 3:00 p.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$50.00**

**CRN #: 11123**

**Oct. 25 – Dec. 6, 2016**  
**Tuesday/Thursday,**  
**2:00 – 3:00 p.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$50.00**

**CRN #: 11173**



### **It's Only Rock and Roll**

**Instructor:** Anita Kurz

All you baby boomers (or anyone interested in having a great cardio workout), join us as we have a rockin' good time using hits from the 60's, 70's and 80's to go back to our aerobic dance class roots.

**Sept. 19 – Oct. 24, 2016**  
**Mondays, 3:00 – 4:00 p.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$30.00**

**CRN #: 12082**

**Oct. 31 – Dec. 5, 2016**  
**Mondays, 3:00 – 4:00 p.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$30.00**

**CRN #: 12084**

### **Fitness Function**

**Instructor:** Lady Comfort

One hour full body Circuit Training! Guaranteed sweat session that includes: Cardio, Weight Training, Ab Attack, Leg work, Core, and Back. All you need is a great attitude and the will to work hard!

**Sept. 19 – Oct. 24**  
**Mondays, 5:00 – 6:00 p.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$30.00**

**CRN #: 12075**

**Oct. 31 – Dec. 5, 2016**  
**Mondays, 5:00 – 6:00 p.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$30.00**

**CRN #: 12077**



# Fitness & Wellness Courses

## Niceville Campus

### EXERCISE THROUGH RELAXATION

**Enerchi** and **Tai Chi** are based on the principle of relaxation. The more relaxed you are, the easier movement flows from and through you. Therefore, all movements are produced slowly and mindfully with body awareness a primary goal.

**For new students only:** Tai Chi class levels are based on accumulated knowledge. Enrollment in Tai Chi II and III are at the discretion of the instructor.

### Tai Chi for Energy

**Instructor:** Rachel Reese

Anyone can benefit from learning this short but beautiful Tai Chi form developed from two powerful styles. Chen style, energetic and subtle movements with powerful spiral force; and Sun style, unique qigong (pronounced chee-gung) energy work with agile steps. With regular practice one can improve balance and coordination, gain inner strength, stronger muscles, and stronger Qi. This class is designed with step-by-step lessons by a certified instructor, incorporating imagery and Chinese calligraphy to further the experience.

**Sept. 14 – Oct. 19, 2016**  
**Wednesdays, 6:00 – 7:00 p.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$30.00**

**CRN #: 12067**

**Oct. 26 – Dec. 7, 2016**  
**Wednesdays, 6:00 – 7:00 p.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$30.00**

**CRN #: 12068**

### Enerchi

**Instructor:** Anita Kurz

Enerchi is a fitness class based on the principles of Chi Kung (energy work). Using slow, mindful movements and a small, lightweight ball, the class progresses through a series of postures geared towards developing balance, strength, flexibility, coordination and concentration. The class ends with a 15-minute stretch segment. Information regarding the ball will be available at the first class. All new students please arrive 15 minutes early on the first day of the session for an orientation.

**Sept. 7 – Oct. 14, 2016**  
**Wednesday/Friday,**  
**8:30 – 9:45 a.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$55.00**

**CRN #: 11127**

***This section is for those students who have enrolled in the 1<sup>st</sup> 6-week session of Enerchi.***

**Oct. 19 – Dec. 7, 2016**  
**Wednesday/Friday,**  
**8:30 – 9:45 a.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$55.00**

**CRN #: 11176**

### Tai Chi I

**Instructor:** Anita Kurz

In this 6-week session, you will learn the Eight Essential Movements, which begin to develop the mindfulness, strength, flexibility, balance and coordination necessary to begin the practice of Tai Chi. There are many styles of Tai Chi. This class teaches the Yang style 64 postures. (The Yang style is the most common form taught in the West.) These 64 postures will begin to be taught in the 2nd 6-week session of Tai Chi I if the student chooses to continue.

**Sept. 13 – Oct. 20, 2016**  
**Tuesday/Thursday**  
**8:30 – 9:30 a.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$50.00**

**CRN #: 12087**

***This section is for those students who have enrolled in the 1<sup>st</sup> 6-week session of Tai Chi I.***

**Oct. 25 – Dec. 6, 2016**  
**Tuesday/Thursday**  
**8:30 – 9:30 a.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$50.00**

**CRN #: 12089**

### Tai Chi II

**Instructor:** Anita Kurz

This course is a continuation of Tai Chi I. It is advised that Tai Chi I students register for this class only after taking two sessions of Tai Chi I.

**Sept. 13 – Oct. 20,**  
**2016**  
**Tuesday/Thursday**  
**9:40 – 10:40 a.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$50.00**

**CRN #: 11125**

***This section is for those students who have enrolled in the 1<sup>st</sup> 6-week session of Tai Chi II.***

**Oct. 25 – Dec. 6, 2016**  
**Tuesday/Thursday**  
**9:40 – 10:40 a.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$50.00**

**CRN #: 11175**

### Tai Chi III

**Instructor:** Anita Kurz

This course is a continuation of Tai Chi II.

**Sept. 7 – Oct. 14, 2016**  
**Wednesday/Friday**  
**9:50 – 10:50 a.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$50.00**

**CRN #: 11128**

***This section is for those students who have enrolled in the 1<sup>st</sup> 6-week session of Tai Chi III.***

**Oct. 19 – Dec. 7, 2016**  
**Wednesday/Friday**  
**9:50 – 10:50 a.m.**

**Niceville, Bldg. 200, Room 314**

**Fee: \$50.00**

**CRN #: 11177**

# Fitness & Wellness Courses

## Niceville Campus



### **Beginning/Intermediate Ballroom Dancing**

**Instructor: Patrick Scharmen**

Come and learn 7 major dances: Waltz, Foxtrot, Tango, Latin/Rhythm, Rumba, Cha-Cha and Swing. Learn the secrets of ballroom: basics and elements, patterns, basics of lead and follow, footwork and minor technique, styling, frame, poise and posture. And the best part – have fun at the same time!

**Sept. 13 – Oct. 20, 2016**  
**Tuesday/Thursday**  
**6:00 – 7:00 p.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$50.00**

**CRN #: 11126**

**Oct. 25 – Dec. 6, 2016**  
**Tuesday/Thursday**  
**6:00 – 7:00 p.m.**

**Niceville, Bldg. 200,**  
**Room 314**

**Fee: \$50.00**

**CRN #: 11172**



### **Jazz Dance**

**Instructor: Nate Beechum**

The purpose of this course is to acquaint the beginning student with the fundamentals of jazz dance technique, history and composition. Emphasis will be placed on correct body alignment, which will facilitate movement and balance. Making technique an expressive activity to include kinesthetic awareness of the whole self which is inherent in the art of classical and modern jazz dance. Utilizing the elements of dance, (time, space and energy), to develop composition and improvisation skills.

**September 13 – December 6, 2016**  
**Tuesdays, 6:30 – 8:00 p.m.**

**Niceville, Bldg. 100, Room 125**

**Fee: \$120.00**

**CRN #: 12090**

## Chautauqua Center (DeFuniak Springs)

### **Tai Chi**

**Instructor: Monda Duncan**

This ancient Chinese practice consists of postures strung together in what is known as the FORM. In this class you will learn the 108 moves Yang Style. Develop mindfulness, strength, flexibility, balance, and coordination necessary to learn the FORM. Tai Chi is based on the principle of relaxation. The more relaxed you are, the easier movement flows from and through you. All movements are produced slowly and mindfully with body awareness as a primary goal.

**Sept. 19 – Oct. 27, 2016**  
**Monday/Thursday**  
**9:00 – 10:00 a.m.**

**DeFuniak Center,**  
**Bldg. 501, Room 213**

**Fee: \$50.00**

**CRN #: 11296**

**Oct. 31 – Dec. 12, 2016**  
**Monday/Thursday**  
**9:00 – 10:00 a.m.**

**DeFuniak Center,**  
**Bldg. 501, Room 213**

**Fee: \$50.00**

**CRN #: 11637**



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**[www.nwfsc.edu/AboutNWF](http://www.nwfsc.edu/AboutNWF)**



# American Heart Association



We are an AHA Training Center, offering in-person classroom training and skills sessions. Schedule your training TODAY!

Offerings include:

- PALS-Initial & Refresher
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# Kids on campus

**NORTHWEST FLORIDA  
STATE COLLEGE**

*NWF State College Kids on Campus program  
is a unique opportunity for summer enrichment and  
fun learning in a college environment.*

**Summer Program**

**For Kids Entering 3<sup>rd</sup> thru 8<sup>th</sup> Grade**

**Session 1: June 12-22, 2017**

**Session 2: July 10-20, 2017**

# Fitness & Wellness Courses

## Fort Walton Beach Campus



### Yoga

Instructor: Melinda Roman

Traditional hatha yoga practiced in a relaxed atmosphere. The practice sessions begin with a warming up period, practice of the asanas, and conclude with a few minutes of relaxation. Students must provide their own mats.

**Sept. 21 – Oct. 26, 2016**

**Wednesdays,  
12:00 – 1:00 p.m.**

**Ft. Walton Beach,  
Bldg. 48, Room 861**

**Fee: \$30.00**

**CRN #: 12091**

**Nov. 2 – Dec. 14, 2016**

**Wednesdays,  
12:00 – 1:00 p.m.**

**Ft. Walton Beach,  
Bldg. 48, Room 861**

**Fee: \$30.00**

**CRN #: 12092**



### Zumba Gold

Instructor: Dawn Hamilton

The Zumba program fuses hypnotic Latin rhythms and easy-to-follow moves to create a one-of-a-kind fitness program. Our goal is simple we want you to want to work out, to love working out, and to get hooked. The routines feature interval training sessions, where fast and slow rhythms and resistance training are combined to tone and sculpt your body while burning fat. Zumba Gold is designed for active older adults or true beginners. It addresses the anatomical, physiological and psychological needs specific to these populations.

**Sept. 19 – Oct. 24, 2016**

**Mondays,  
12:00 – 1:00 p.m.**

**Ft. Walton Beach,  
Bldg. 48, Room 861**

**Fee: \$30.00**

**CRN #: 12071**

**Oct. 31 – Dec. 5, 2016**

**Mondays,  
12:00 – 1:00 p.m.**

**Ft. Walton Beach,  
Bldg. 48, Room 861**

**Fee: \$30.00**

**CRN #: 12072**

For current classes

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# Fitness & Wellness Courses

## South Walton Center

**For campus maps,  
please visit**

**[www.nwfsc.edu/AboutNWF](http://www.nwfsc.edu/AboutNWF)**

### **Zumba Gold**

**Instructor: Barbara Reynolds**

The Zumba program fuses hypnotic Latin rhythms and easy-to-follow moves to create a one-of-a-kind fitness program. Our goal is simple we want you to want to work out, to love working out, and to get hooked. The routines feature interval training sessions, where fast and slow rhythms and resistance training are combined to tone and sculpt your body while burning fat. Zumba Gold is designed for active older adults or true beginners. It addresses the anatomical, physiological and psychological needs specific to these populations.

**Sept. 14 – Oct. 19, 2016**  
**Wednesdays,**  
**10:00 – 11:00 a.m.**

**Boys & Girls Club,  
South Walton**

**Fee: \$30.00**

**CRN #: 11239**

**Oct. 26 – Dec. 7, 2016**  
**Wednesdays,**  
**10:00 – 11:00 a.m.**

**Boys & Girls Club,  
South Walton**

**Fee: \$30.00**

**CRN #: 11246**

### **Gentle Yoga**

**Instructor: Barbara Reynolds**

This yoga program is recommended for beginning exercisers and/or active older adults. Essence of this yoga class is breathing, feeling, and listening to our bodies. Focus on improving flexibility, joint mobility, posture, respiratory health, while improving our mind/body. Emphasis will be on stretching, toning postures and letting go of judgment or competition towards ourselves and others. This program is safe and effective and exercise science-supported. Modifications are emphasized as needed. ***Please bring your own yoga mat.***

**Sept. 14 – Oct. 19, 2016**  
**Wednesdays,**  
**11:00 a.m. – 12:00 p.m.**

**Boys & Girls Club,  
South Walton**

**Fee: \$30.00**

**CRN #: 11240**

**Oct. 26 – Dec. 7, 2016**  
**Wednesdays,**  
**11:00 a.m. – 12:00 p.m.**

**Boys & Girls Club,  
South Walton**

**Fee: \$30.00**

**CRN #: 11247**

### **Senior Pilates**

**Instructor: Barbara Reynolds**

This class is safe and appropriate for the active older adult who wants to improve their strength and flexibility. We will focus on mindful breathing to achieve concentration and control of our body as an integrated unit. Some of the benefits include preventing bone deterioration, improving posture, and boosting the immune system. Also it reduces stress, fatigue discomfort, restores natural balance, and improves sleeping and core stabilization.

**Sept. 19 – Oct. 24, 2016**  
**Mondays,**  
**3:10 – 4:10 p.m.**

**Coastal Branch Library**

**Fee: \$30.00**

**CRN #: 12078**

**Oct. 31 – Dec. 5, 2016**  
**Mondays,**  
**3:10 – 4:10 p.m.**

**Coastal Branch Library**

**Fee: \$30.00**

**CRN #: 12079**



For more information on  
Fitness & Wellness courses  
visit [www.nwfsc.edu/PCE](http://www.nwfsc.edu/PCE)  
or call (850) 729-6085.

# Leadership Okaloosa

Community Leadership Program *(by application only)*

Leadership Okaloosa is an esteemed leadership training and development program with a 24 year history of being a vital part of Okaloosa County's growth and development of its leaders. This 9 month experience is designed to enhance the participant's leadership skills and provide community awareness.

Hosted from September to May, participants receive classroom training by certified instructors and are given opportunities to interact with various key community leaders.

Throughout the program, participants forge networking relationships that lead to long lasting personal and professional relationships. Leadership Okaloosa is hosted by the Northwest Florida State College Costa Leadership Institute with the support of the Crestview Area Chamber of Commerce, Destin Area Chamber of Commerce, Greater Fort Walton Beach Chamber of Commerce, and Niceville Valparaiso Chamber of Commerce.

Benefits to the Participant:

- Learn leadership training and development
- Network with others in the community
- Be equipped and motivated to assume leadership roles in the community
- Interact with community leaders
- Develop an awareness of the region and its needs
- Awareness of the Legislative process

Applications are accepted May through August. The class size ranges from 25-35 participants.

Fee: \$925

Visit [nwfsc.edu/LI](http://nwfsc.edu/LI) for dates and application.



# customized training

At the Costa Leadership Institute we understand that effective professional development must meet the needs of today's busy businesses. Therefore, in addition to the Open Enrollment Schedule, we offer Customized Training to empower our local business partners to take advantage of the great resources we have to offer.

Contact the Costa Leadership Institute to arrange for a customized training for your team in one of our facilities or at your place of business. Customized trainings are led by the same dynamic instructors who teach our open enrollment sessions and can be specifically tailored to be relevant to your industry and the unique challenges that you and your team face.

Please take a moment to look through the training topics on our website because the subjects covered are vast and diverse. Once you decide which opportunity offers the most value for your team, contact us.

If you are interested in training that is not accounted for on our website, please contact us; we are always looking for opportunities to better serve our community.



[www.nwfsc.edu/CLI](http://www.nwfsc.edu/CLI)  
**850.729.6880**



# Costa Leadership Institute Courses

## Leadership

### ***Supervision I***

Instructor: Dr. David Goetsch

September 15, 22, and 29, 2016  
Thursdays, 12:30 – 4:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

This course will help supervisors and future supervisors learn how to lead teams in ways that ensure peak performance and continual improvement. Participants will learn how to lead, communicate, motivate, coach, resolve conflict, make decisions, and handle employee complaints, among other things.

Fee: \$240.00

CRN #: 12031

*Fee includes Effective Supervision book.*

### ***Myers-Briggs: Leveraging Personality Styles for Effective Leadership***

Instructor: Candys Hess

Wednesday: October 12, 2016  
8:30 a.m. – 12:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

Understanding personality types can be immensely beneficial to anyone in a leadership role. In this workshop, leaders will learn the foundations of Myers-Briggs personality types and will gain awareness of how their type tends to lead and attempts to influence others. We will discuss what each type does well as a leader and their pitfalls to effective leadership. Leaders will find out how other types learn, deal with change, and are influenced.

Fee: \$115.00

CRN #: 12141

*Fee includes MBTI assessment, MBTI report, and continental breakfast.*

### ***Introduction to Myers-Briggs Personality Types***

Instructor: Candys Hess

Friday: September 23, 2016  
8:30 a.m. – 12:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

This introductory workshop gives participants a foundation on Myers-Briggs personality types. Participants will gain a firm grasp of their own personality preferences and as well as others'. Through group activities, participants can expect to learn how to better communicate with others, leverage their own strengths and those of others, and avoid or cope with stresses associated with working outside of your personality preferences.

Fee: \$115.00

CRN #: 12140

*Fee includes MBTI assessment, MBTI report, and continental breakfast.*



### ***Myers-Briggs: Finding a Career That Fits Your Personality***

Instructor: Candys Hess

Friday: October 21, 2016  
8:30 a.m. – 12:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

This workshop is designed to help participants understand what careers might be a good fit for their personality preferences. Participants in this workshop will also learn to leverage their personality strengths in the job search and interview process, as well as address their opportunities for improvement. Those who are on career paths that are atypical for their personality style, will learn mechanisms for coping and compensating.

Fee: \$115.00

CRN #: 12143

*Fee includes MBTI assessment, MBTI report, and continental breakfast.*



# Costa Leadership Institute Courses

## Leadership



### ***Making Changes that Stick***

**Instructor:** Candys Hess

**Tuesday: November 15, 2016**  
**8:30 a.m. – 12:30 p.m.**

**Niceville, Bldg. 400, Arpke Room 315**

Over and over again we try to change behaviors in ourselves and others, only to end up right back where we started and frustrated. In this course we'll discuss why change doesn't stick (hint: there are 6 sources of influence for change and most people only use 2). We'll discuss all the elements of an effective change plan and how to put yours into action. Whether the change you seek is personal or organizational, research shows that the same principles apply, so come ready to take lots of notes!

**Fee: \$300.00**

**CRN #: 12143**

***Fee includes MBTI assessment, MBTI report, and continental breakfast.***

For current classes  
**Like us on Facebook**

[www.facebook.com/  
NWFSCProfessionalAndContinuingEducation](http://www.facebook.com/NWFSCProfessionalAndContinuingEducation)

## Servant Leadership

### ***Start Your Day with Lessons in Servant Leadership!***

Participants are welcome to register for one session, hand-pick a few classes to attend, or sign-up for all trainings. Certificates of completion will be provided for any participant who completes the entire series (12 hours of leadership continuing education).

*Please Note: Registration fee includes continental breakfast.*

### ***What is Servant Leadership?***

**Instructor:** John Hoskins

**Thursday, September 1, 2016**  
**8:30 a.m. – 12:30 p.m.**

**Niceville, Bldg. 400, Arpke Room 315**

This seminar is a basic general introduction to servant leadership. Attendees will journey within the story of servant leadership, realize the importance of Presence, and participate as a Community as they learn. Each person will learn basic values and principles of servant leadership such as vision, collective-intelligence, influence, and listening. Students will also be introduced to some of the models involved in creating a servant leader culture within an organization. Attendees will become familiar with the writings and thoughts of Robert K. Greenleaf, Ken Blanchard, Larry Spears, James Autry, James Sipe, Don Frick, and others.

**Fee: \$80.00**

**CRN #: 12035**

***Fee includes continental breakfast.***



# Costa Leadership Institute Courses

## Servant Leadership



### ***Servant Leaders as Decision Makers***

**Instructor:** John Hoskins

**Thursday, September 15, 2016**

**8:30 a.m. – 12:30 p.m.**

**Niceville, Bldg. 400, Carr, Riggs, & Ingram Room 306**

The great leader is seen as a servant first. A mark of a leader, an attribute that puts him or her in a position to show the way for others, is that he is better than most at pointing the direction. Every day we are challenged with decisions in our personal lives, workplaces, and other areas where life is lived out among people with conflicting interests and demands. The fundamental ingredient to healthy decision making is not knowledge. It is understanding people and processes from a servant leadership perspective. By clearly stating and restating the goals, the leader gives certainty and purpose to others who may have difficulty in achieving it for themselves. Servant leaders employ a number of essential tools in order to make the best possible decisions towards meeting goals. These include collaboration, accountability, effective listening, emotional intelligence, and handling conflict in a healthy, productive way. Servant leaders recognize that decision making falls predominantly inside two crucial dimensions: (1) proper procedures that ensures a vigorous consideration of the depth and breadth of an issue and (2) a healthy criteria to base the decisions upon. This seminar will provide an overview of servant leadership principles that lay the groundwork to address decision making within these two dimension so that attendees can make better decisions.

**Fee: \$80.00**

**CRN #: 12037**

***Fee includes continental breakfast.***

### ***Conflict Resolution for Servant Leaders***

**Instructor:** John Hoskins

**Thursday, September 29, 2016**

**8:30 a.m. – 12:30 p.m.**

**Niceville, Bldg. 400, Carr, Riggs, & Ingram Room 306**

Too many people deny, ignore, and evade (D.I.E.) conflict, which is dreadfully damaging and leads to hidden agendas, passive-aggression, and a culture that does not value nor trust people. Servant leadership principles utilize a holistic systems approach to engage valuable methods and processes that facilitate the peaceful ending of destructive conflict and subsequent retribution. Servant leadership, within conflict resolution, identifies how we 'see' the world, looks deep into our 'iceberg' issues, emphasizes and respects the skills and talents of individuals, utilizes effective listening, appreciates emotional intelligence, and esteems the wisdom contained in various principles from the great philosophies and religions of the world. Servant leaders attempt to resolve human differences in healthy, productive ways that lead to reconciliation while resolving the problem. This seminar will serve attendees by providing an overview of servant leadership principles and assisting each person in the application of beneficial and holistic practices resulting in a peaceful resolution to problems leading to conflict.

**Fee: \$80.00**

**CRN #: 12038**

***Fee includes continental breakfast.***





# Costa Leadership Institute Courses

## Servant Leadership

### *Emotional Intelligence for Servant Leaders*

Instructor: John Hoskins

Thursday, October 27, 2016  
8:30 a.m. – 12:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

The servant leader always accepts and empathizes, never rejects. As a leader, he or she always accepts the person but sometimes refuses to accept some of the person's effort or performance as good enough. The leader needs a 'sense' of his or her own abilities and the abilities of others in order to maximize what is best for the organization. Emotional Intelligence (EI) is the capacity to identify one's own and other people's emotions, to differentiate diverse emotions and characterize them correctly, and to employ emotional data to guide thinking and behavior for increased productivity. There are five basic components of EI: self-awareness, self-regulation, internal motivation, empathy and social skills. Research reveals that people with high EI have greater mental health, exemplary job performance, and more effective leadership skills. For example, Daniel Goleman's research in his book, *Working with Emotional Intelligence*, signified that EI accounted for 67% of the aptitudes believed essential for exceptional performance in leaders, and counted twice as much as technical expertise or IQ. Servant leaders will learn to identify the foundational components for EI in both themselves and in others. Attendees will work together in a collaborative environment to identify individual paradigms and perceptions, practice deep listening skills in order to understand one another, and discuss various approaches to conflict resolution.

Fee: \$80.00

CRN #: 12044

*Fee includes continental breakfast.*



### *Listening for Servant Leaders*

Instructor: John Hoskins

Thursday, November 17, 2016  
8:30 a.m. – 12:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

Only a true natural servant automatically responds to any problem by listening first. True listening builds strength in other people. Do you ever wonder if what you have to say improves the silence? Do you seek first to understand before being understood? Do you really value each other in your organization? Often, we find that our listening skills are just plain terrible. Listening requires teamwork and collaboration. Listening often means breaking through paradigms and prejudices we all have. Conflict Resolution begins with listening as does just being a friend. This course will seek to increase our ability to deeply listen to one another. The course includes both right and left brain cooperative exercises to bring people together. Attendees will experience joy, companionship, teamwork, authenticity, integrity, and a deep feeling of being part of something greater than oneself.

Fee: \$80.00

CRN #: 12047

*Fee includes continental breakfast.*

### *Servant Leaders and Teamwork*

Instructor: John Hoskins

Thursday, December 1, 2016  
8:30 a.m. – 12:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

The servant leader is a servant first. It begins with the natural feeling that one wants to serve, to serve first. Then conscious choice brings one to aspire to lead. Leading requires teamwork. Servant leadership is about people working together. Servant leadership is about valuing employees in order to accomplish the vision, mission, and purpose of the organization. Servant leadership is creating a team that produces quality work within an environment that seeks ultimate growth and professional development for each employee. This seminar brings people together to listen to one another, to increase emotional intelligence, to resolve conflict, and to make better decisions for the organization and one's life.

Fee: \$80.00

CRN #: 12048

*Fee includes continental breakfast.*

# Costa Leadership Institute Courses

## Computers & Technology

### **Intro to Excel 2013**

**Instructor:** Michelle Cook

**Tuesday, September 27, 2016 & Thursday, September 29, 2016**  
(Class meets both Tues & Thurs.)  
**3:00 – 5:30 p.m.**

**Niceville, Bldg. 400, Room 308/309**

Introduction to Microsoft Excel 2013 teaches students how to work with worksheets and workbooks to analyze data using a variety of features to create, modify and format common business reports such as budgets, inventory reports, invoices, and charts. This course is designed for students who desire the skills necessary to create edit, format, and print basic Microsoft Office Excel 2013 worksheets and manage and audit numerical reports.

**Fee: \$125.00**

**CRN #: 12039**

### **Oops! Did I Post That?**

**Instructor:** Stefany Thorpe

**Thursday, October 13, 2016**  
**6:00 – 8:30 p.m.**

**Niceville, Bldg. 400, Room 308/309**

Social Media Etiquette is often an oxymoron. At any given moment, even the most reserved of individuals are setting themselves up for major failure, often unbeknownst to them, by throwing any measure of caution or concern to the wind. What you post on social media is continually being scrutinized by everyone (employers included), and while you may think that you are within your rights to exercise your "Freedom of Speech," what is really happening is quite different.

This course is designed to enlighten and educate learners about the dos and don'ts of social media by utilizing 10 memorable social media commandments, also known as social media etiquette, as follows:

1. Thou shalt understand that privacy settings will never, ever fully protect thee.
2. Thou shalt not post in extremity of emotion.
3. Thou shalt turn the digital cheek to posts that offend thee.
4. Thou shalt look carefully on thy friends and followers for, to others, they are a reflection of thee.
5. Thou shalt never share racist, sexist, or crude content and then express surprise at the professional and personal fallout.
6. Thou shalt remember that the eyes of strangers may always fall on thy posts.
7. As thou judgest others' conduct online, so thou art judged.
8. Thou shalt periodically purge thy social accounts.
9. Courteous and pleasant are thy watchwords.
10. Thou shalt recall that personal interactions trump social media.

**Fee: \$45.00**

**CRN #: 12061**

### **Introduction to Google Analytics**

**Instructor:** Matthew Titus

**Tuesday, October 4, 2016**  
**8:30 a.m. – 12:30 p.m.**

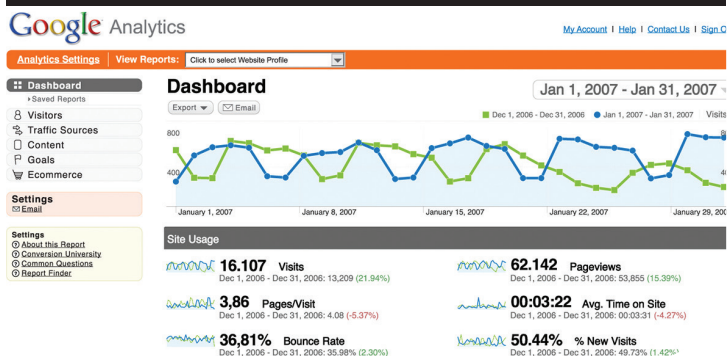
**Niceville, Bldg. 400, Arpke Room 315**

Without tracking on your website, you're flying blind. Online Marketing, when properly tracked, will clearly identify returns. It's these black and white returns that give us the ability to optimize our budget allocation and improve the performance of our Online Marketing tactics. Google Analytics (GA) is an out-of-the-box tracking solution for websites and mobile applications. Costa Leadership Institute presents an introductory training course for Google Analytics that will help you learn how to read metrics within GA, create reporting dashboards, and identify value or faults based on GA's reported data.

**Fee: \$80.00**

**CRN #: 12040**

**Fee includes continental breakfast.**



### **Microsoft Word 2013**

**Instructor:** Michelle Cook

**Wednesday, November 9, 2016**  
**8:30 a.m. – 1:30 p.m.**

**Niceville, Bldg. 400, Room 308/309**

Microsoft Office Word 2013 delivers innovations that can help you easily create professional-quality documents, control distribution of sensitive information, and collaborate with others. In this introductory training you will create, edit, and enhance standard business documents using Microsoft Office Word 2013. The intended audience for this Word 2013 Level 1 course is for the individual who wants to gain a basic knowledge of working with Word 2013.

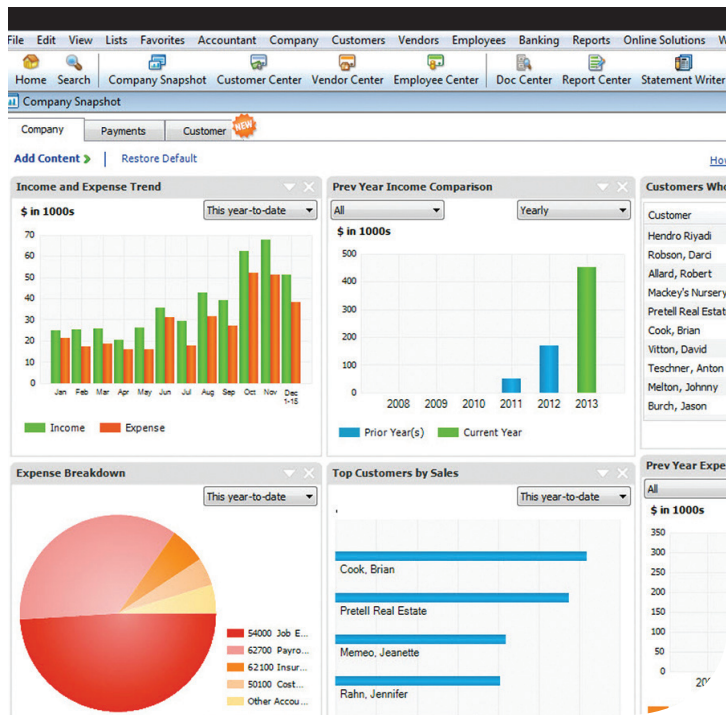
**Fee: \$125.00**

**CRN #: 12041**

**Fee includes lunch.**

# Costa Leadership Institute Courses

## Computers & Technology



### Microsoft PowerPoint 2013

Instructor: Michelle Cook

Thursday, November 10, 2016

8:30 a.m. – 1:30 p.m.

Niceville, Bldg. 400, Room 308/309

This introduction to PowerPoint 2013 training class is designed for students who are interested in learning the fundamentals needed to create and modify basic presentations using Microsoft Office PowerPoint 2013. Students will explore the PowerPoint environment and create a presentation. Students will format text on slides to enhance clarity and add graphical objects to a presentation and modify them. Students will also add tables and charts to a presentation to present data in a structured form and then finalize a presentation. Class Goals:

- Identify the components of the PowerPoint 2013 interface
- Create a presentation
- Format text on slides
- Add graphical objects to a presentation
- Modify graphical objects in a presentation
- Work with tables in a presentation
- Add charts to a presentation
- Prepare to deliver a presentation
- Pointers on delivering a presentation

Fee: \$125.00

CRN #: 12046

Fee includes lunch.

### Introduction to QuickBooks

Instructor: Gay Lynn Brown

Tuesday, October 25, 2016

12:30 – 4:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

Introduction to QuickBooks offers direct, hands-on training. Participants will learn to produce customizable financial reports, process your own payroll (separate subscription required), and save time every day by knowing better how to use this tool! The course is designed for new QuickBooks users who want to learn what is available. This is a great course for small business owners and managers or those who have bookkeeping responsibilities. It will assist in helping the user to better understand financial statements and reports. This course will include:

- Overview of QuickBooks
- Getting started with QuickBooks
- Customizing QuickBooks and the Chart of Accounts
- Banking with QuickBooks
- Exploring QuickBooks for vendors, purchases, and inventory
- Employee information and payroll
- Producing reports and graphs

Fee: \$195.00

CRN #: 12043

Fee includes book.

### Intermediate/Advanced QuickBooks

Instructor: Gay Lynn Brown

Tuesday, November 1, 2016

12:30 – 4:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

QuickBooks Intermediate training offers direct, hands-on training. Participants will produce customizable financial reports, and save time every day by knowing better how to use this tool! The course is designed for current QuickBooks users who want to learn how to better use what is available. This is a great course for small business owners and managers or those who have bookkeeping responsibilities. Those that want to better understand how to use the tools at their disposal.

Fee: \$195.00

CRN #: 12063

Fee includes book. If you already have the book, please call (850) 729-6880 for your registration code.



# Costa Leadership Institute Courses

## Certification & Exam Prep

### **PMP® Certification Exam Prep**

Instructor: Mike Carey

Session 1: September 17–18 & 24–25, 2016

Session 2: October 8–9 & 15–16, 2016

(Class meets Saturday and Sunday, two consecutive weekends to complete 4 days of training.)

8:00 a.m. – 5:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

NWF State College is excited to offer the PMP® Exam Preparatory Course, providing the knowledge needed to evolve the career of a successful Project Management Professional and get ready for the PMI® PMP® exam. This course will prepare the student for the PMP® exam over four days of intensive project management training with one of the most complete set of PMP® exam study tools currently available on the market. Discussion topics include: The Ten Knowledge Areas of Project Management (Integration, Scope, Time, Cost, Quality, Human Resources, Communications, Risk, Procurement and Stakeholder), The Five Process Groups of Project Management (Initiating, Planning, Executing, Monitoring and Controlling, and Closing). Two additional topics: Professional and Social Responsibility, and Framework. This course aligns to the guidelines and best practices of the PMI® *Project Management Book of Knowledge* (PMBOK) 5th edition.

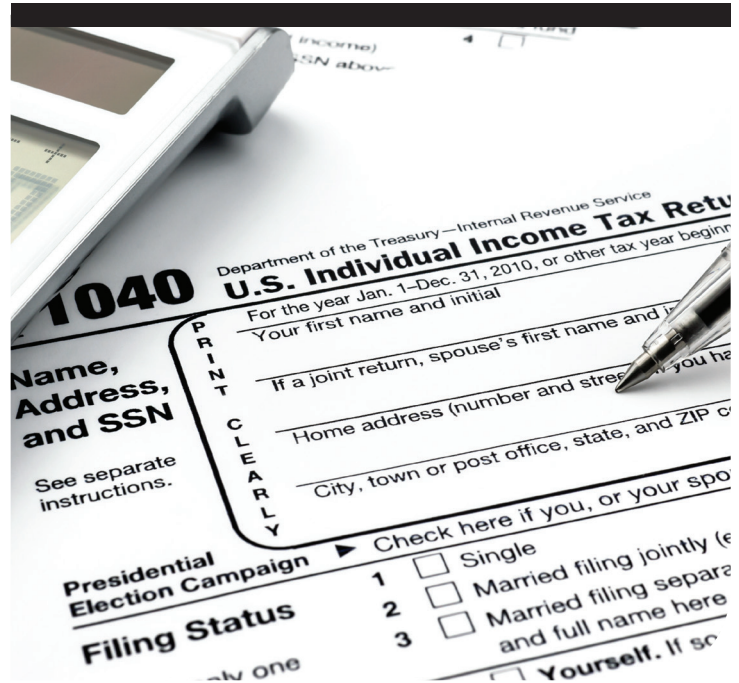
PMP® Exam Success Study System includes the following:

- Crosswind Boot Camp Manual and Web-based Exam Simulation Application with 26 tests (3000+ questions)
- Three 11" x 17" laminated certification exam placemat/wall posters (Processes, Swim lanes, and Mind maps)
- Web-based Flashcard Application
- Three audio downloads (Introduction and Study Strategies, Terms/Definitions, and Processes) via website for each student
- 3 PMP® Exam Quick Reference Guides
- Fulfills the required 35-hour PMI® contact hour requirement toward your exam application requirement
- Provides one of the most comprehensive set of study tools available to date!

Fee: \$750.00

Session 1 CRN #: 12034

Session 2 CRN #: 12042



### **2016 Tax Practitioner Seminar**

Instructors: Glenn Gillyard and Deanna Muldowney

Thursday, December 8 and Friday, December 9, 2016

8:30 a.m. – 5:30 p.m.

Niceville, Bldg. 400, Morell Room 302

The 2016 Tax Seminar provides licensed tax practitioners, including EAs, CPAs and Attorneys, with an overview of new and updated information regarding tax. The University of Illinois Tax School 2016 Federal Tax book will be issued to participants and is an excellent source of tax cites, planning strategies, practitioner cautions and guides in preparing tax forms or specific tax issues. The topics covered during the 2 day seminar include:

- Tax Update and Ethics - Agricultural Issues and Rural Investments, Ethics, Healthcare, Individual Taxpayer Topics, IRS Update, New Legislation, Retirement
- Entities and Advanced 1040 Issues - Divorce, Information Reporting, Rulings and Cases, S Corporation, Small Business, Succession Planning
- 1040 Issues - Communication with the IRS; Investment Income; Schedule A; Schedule C; Credits; Employment Issues; Travel, Meals and Entertainment; Home Office.

Fee: \$175.00

CRN #: 11192

Fee includes the University of Illinois Tax School 2016 Federal Tax book. Participants with an IRS PTIN will receive 16 hours of IRS CE credits. Space is limited.

Visit our website for the most updated calendar of events and classes

[www.nwfsc.edu/CLI](http://www.nwfsc.edu/CLI)

# CLI Courses

## Certification & Exam Prep

### *Rising Stars: A Workshop for Emerging Managers*

Instructor: Karen Valaitis

Thursday, October 15, 2016  
8:30 a.m. – 12:30 p.m.

Niceville, Bldg. 400, Morell Room 302

Ambitious people are actively seeking new opportunities. A new manager will have many new challenges and responsibilities. These might include gaining credibility from people who were peers but who are now subordinates and earning the trust of superiors. In order to be successful, new managers must learn to balance their new role with the need to maintain positive relationships. The key to this success will lie in their ability to effectively communicate, delegate and motivate. This workshop will prepare your rising stars for a new role in management. Key topics will include:

1. Effective Negotiation Skills
2. Dealing with Difficult Conversations
3. Powerful Meeting and Presentation Skills
4. How to Delegate
5. Managing People for Better Performance.

Fee: \$80.00

CRN #: 12062

*Approved for 4 hours of CE credit for LPNs and RNs through CE Broker.*



# NWF Meeting & Special Event Facilities



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for a quote!**

## Need space for your next event?

We offer extensive event management experience and attractive, convenient, and affordable meeting rooms and outdoor facilities. Host a memorable event in one of the college meeting rooms or facilities at one of our locations across Okaloosa and Walton Counties: Niceville, Fort Walton Beach, Crestview, DeFuniak Springs and South Walton.

We can provide the following upon request for your event space:

Small and large meeting rooms  
Catering • IT assistance

Our professional staff will ensure that your specific event needs are met and that your function is truly a success!

[www.nwfsc.edu/SE](http://www.nwfsc.edu/SE)

[specialevents@nwfsc.edu](mailto:specialevents@nwfsc.edu)

# Costa Leadership Institute Courses

## Professional Development

### ***Mental Preparation: Are You Ready for Retirement?***

**Instructor:** Dr. David Schjott

**Friday, October 7, 2016**  
**9:00 – 11:00 a.m.**

**Niceville, Bldg. 400, Arpke Room 315**

The focus of this lecture is to introduce participants to the realization that retirement is imminent for most of us, which begs the question: Are we prepared? The purpose of this exploration is to examine the process of retirement, the shortfalls, the challenges, and the benefits. Emphasis will be placed on the need to have a solid foundation for retirement, including financial, personal, social, and emotional preparation. The workshop will be broken down into five critical areas. Participants will be able to:

- Understand some of the critical statistical changes that may impact their retirement
- Recognize some of the economic, political, and social changes that may lead to retirement uncertainty
- Articulate some of the retirement fears that accompany transitioning to a healthy life after work
- Define several key issues in regards to preparation cues that may help to reduce emotional stress in retirement
- Analyze what they are currently doing that may need to be adjusted in order to reach a vibrant and secure retirement

**Fee: \$40.00**

**CRN #: 12032**

***Fee includes continental breakfast.***



### ***Build Your Pride: A Mother & Daughter Workshop to Conquer the World***

**Instructor:** Terri Fedonczak

**Tuesday, October 11, 2016**  
**6:00 – 8:00 p.m.**

**Niceville, Bldg. 400, Arpke Room 315**

The Mother/Daughter relationship is unique. It can be a source of great love, support and power, OR it can be the source of endless frustration and hurt feelings, especially as daughters reach middle school, high school and college. In the tween and teen years, daughters are developing their own independence, which can leave their parents in crisis. As a Mom you feel that the aliens have captured your little girl and left an eye-rolling stranger in her place. As a daughter, you feel like your mom is following you around, just waiting for you to mess up. How do we bridge the gap and make mothers and daughters a powerful team again - a united force to rule the world? Cue the trumpets...Pride Power to the rescue! Terri Fedonczak, certified life coach, speaker and author, witnessed Pride Power on safari in South Africa. While watching lionesses work together to accomplish what one lioness alone could not, Terri had a vision of how Pride Power could empower girls of all ages. Now, Terri runs workshops and retreats to teach moms and daughters how to work together, as a Pride. Together we can pool our lioness power and accomplish our dreams. In this workshop you will learn:

- What is appropriate for Moms when it comes to discipline; when do you step back, and when do you step in?
- What is appropriate for girls when it comes to being independent while maintaining a feeling of comfort and support; how do you ask for help when you really need it?
- Tips for self-care at any age. You cannot save the world until you take care of yourself first!
- A new way to relate to your daughter/mom that invites cooperation and banishes frustration.

**Fee: \$25.00 per person**

**CRN #: 12033**

***Fee includes sandwich, chips, fruit, brownie, and water for each person.***

For current classes  
**Like us on Facebook**

[www.facebook.com/  
NWFSCProfessionalAndContinuingEducation](http://www.facebook.com/NWFSCProfessionalAndContinuingEducation)



# Costa Leadership Institute Courses

## Professional Development

### ***Excellence Under Pressure***

Instructor: Tonya Nascimento

Tuesday, October 18, 2016

12:30 – 4:30 p.m.

Niceville, Bldg. 400, Arpke Room 315

The stage is set and there is a large audience behind the curtain. You have the full attention of the jurors. A patient's life is at stake. You are up next to speak during an important meeting. You have only a few minutes to make a decision. You have a classroom full of middle school students before you. You have been waiting for this moment. Now what?

Sooner or later each one of us will face a situation where the pressure is high and the outcome matters. Some people crumble in these circumstances and others thrive, but all of us can develop the skills it takes to excel under pressure. It is all about preparation, but most of us prepare only the obvious - the actual talking points or performance measures - and fail to adequately prepare our minds to face high-stakes situations as if they were everyday activities. Join Psychological Performance Consultant, Tonya Nascimento, to learn techniques for handling pressure and stress during that critical juncture.

Fee: \$80.00

CRN #: 12157



## Sikes Center (Crestview)



### ***Illusion of Inclusion: Implementing Change in the Workplace***

Instructor: Dr. Patrice Williams

Friday, September 9, 2016

8:00 a.m. – 12:00 p.m.

NWF State College Robert L. F. Sikes Education Center

Implementing change in the workplace is oftentimes very difficult. Employees are typically resistant to change. However, if those in supervisory roles make it a point to include all the stakeholders in every phase of the process, change is possible to achieve and will have minimal negative repercussions. The presenter of this session will provide participants with specific ideas for including all factions in the decision-making process and will also offer ideas about how to deal with individuals whose goal is to sabotage the change process. Attendees will benefit in the following ways:

- Understand what is involved in the process of implementing change
- Understand who should be involved in the change process
- Understand that change usually occurs in phases, over time
- Acquire practical strategies for initiating change
- Acquire strategies for dealing with the challenges associated with implementing change

Fee: \$80.00

CRN #: 12036

For more information on the Costa Leadership Institute visit [www.nwfsc.edu/CLI](http://www.nwfsc.edu/CLI) or call (850) 729-5253.

# American Heart Association Training Center at Northwest Florida State College

***Students must bring the appropriate text book with them for all AHA courses.  
Text books, an AHA requirement, are available for purchase at the  
NWF State College Barnes and Noble Bookstore.***

## ***Heart Saver (Open to the Public)***

The Heartsaver Course teaches the basic techniques of adult CPR, First Aid and use of an AED. Students also learn to use barrier devices in CPR and give first aid for choking for responsive adult, child and infant victims. This course is intended for responders like security personnel, teachers, parents, lifeguards, airline personnel, corporate employees, family members of patients at high risk for sudden cardiac death, other rescuers, and those who need or want to learn CPR and how to operate an AED.

**Fee: \$50.00**

*Book Required: Student required to purchase Heartsaver First Aid CPR AED Student Workbook, 2016*

### ***Niceville Campus***

**Bldg. 400, Room 306**

**2nd Friday of each month  
8:00 a.m. – 12:30 p.m.**

<b>Dates 2016</b>	<b>CRN #</b>
<b>August 12</b>	<b>30984</b>
<b>September 9</b>	<b>12002</b>
<b>October 14</b>	<b>12004</b>
<b>November 11</b>	<b>12005</b>
<b>December 9</b>	<b>12006</b>

### ***Fort Walton Beach Campus***

**Bldg. FW-41, Room 126**

**3rd Friday of each month  
12:30 – 5:30 p.m.**

<b>Dates 2016</b>	<b>CRN #</b>
<b>August 19</b>	<b>12007</b>
<b>September 16</b>	<b>12008</b>
<b>October 21</b>	<b>12009</b>
<b>November 18</b>	<b>12010</b>
<b>December 9</b>	<b>12011</b>

### ***Robert L. F. Sikes Education Center, Crestview***

**Room 304**

**8:00 a.m. – 12:30 p.m.**

<b>Dates 2016</b>	<b>CRN #</b>
<b>August 5</b>	<b>30987</b>
<b>October 7</b>	<b>12013</b>



## ***Heartcode Online Test Only (Open to the Public)***

For American Heart Association courses that include psychomotor skills such as CPR, students, after the online eLearning portion is complete, must complete an in-person skills practice and testing session to obtain an AHA course completion card. Skills Sessions are conducted by authorized AHA Instructors.

**Fee \$50.00**

*Pre Req - online eLearning portion must be completed*

Test offered the last Friday of each month between the hours of 8:00 a.m. - Noon

Call for appointment: (850) 729-6880

**For campus maps,  
please visit  
[www.nwfsc.edu/AboutNWF](http://www.nwfsc.edu/AboutNWF)**

# American Heart Association Training Center at Northwest Florida State College

## Health Care Provider Training

### **Basic Life Support (BLS) Healthcare Provider**

BLS Healthcare Provider (CPR), 4.5 contact hours, The BLS Healthcare Providers Course teaches the skills of CPR for victims of all ages (including ventilation with a barrier device, a bag-mask device, and oxygen), use of an AED on adults and children, and relief of a FBAO in responsive and non-responsive victims. The course is designed for healthcare providers who care for patients in a wide variety of settings, both in and out of the hospital.

**Fee: \$55.00**

*Book Required: Student required to purchase Basic Life Support (BLS) Provider Manual, 2016*

**Niceville Campus, Bldg. 400, Room 306**

**2nd Monday of each month**

**Time: 8:00 a.m. – 12:30 p.m.**

Dates 2016	CRN #	Dates 2016	CRN #
August 8	30991	November 14	12020
September 12	12018	December 12	12021
October 10	12019		

### **Acute Coronary Syndromes & 12-Lead Interpretation Provider**

Participants learn a rapid and systematic approach to the prehospital and emergency department evaluation and management of patients with acute coronary syndromes (ACS). Pathophysiology, clinical assessment, 12-lead ECG performance and interpretation, dysrhythmia recognition, indications and contraindications for reperfusion therapy (including coronary intervention and thrombolytics), and field treatment are reviewed. The curriculum emphasizes the standard of care as outlined in guidelines from the American College of Cardiology and the American Heart Association and stresses interaction through hands-on ECG performance, case-based workshops, and immersive simulation training scenarios. Use of a focused Prehospital Checklist and Algorithm emphasizes accurate and efficient field management and reporting to the emergency department. Patient management in the emergency department is also reviewed, as optimal care requires interprofessional teamwork.

**Fee: \$150.00**

*Book Required: Student required to purchase book*

**Niceville Campus, Bldg. 510, Room 180**

**7:30 a.m. – 4:30 p.m.**

Dates 2016	CRN #
Tuesday, August 23	12024

### **Pediatric Advanced Life Support (PALS) – Refresher**

The Pediatric Advanced Life Support (PALS) Provider Refresher course is for current PALS providers who wish to renew their provider status. This course provides a refresher on the cognitive and psychomotor skills needed to resuscitate and stabilize infants and children in respiratory failure, shock or cardiopulmonary arrest.

*Pre Req: PALS Initial and current BLS Card Required*

**Fee: \$85.00**

*Book Required: Student required to purchase book, Pediatric Advanced Life Support: Provider Manual Professional Ed. Edition*

**CEUs: 8 hours**

**Niceville Campus, Bldg. 510, Room 180**

**7:30 a.m. – 4:30 p.m.**

Dates 2016	CRN #
Monday, September 19	12129
Monday, November 7	12022





# American Heart Association Training Center at Northwest Florida State College

## ECG/Pharmacology Course

This course will increase your confidence and is desired by those who find rhythm interpretation a challenge. This course is appropriate for those who are new to EKG and require refresher course. We will provide the latest in medical education technology utilizing PowerPoint presentations and Rhythm Simulators to give you the skills to interpret basic dysrhythmias. The electrical conduction of the heart as well as its anatomy and physiology will be covered in this course.

Course Objectives:

- Interpret dysrhythmias as well as normal rhythms
- Perform 5 steps to determine rhythm
- Describe electrical conduction of the heart

Intended Audiences - ACLS Initial Providers, Nurses, Respiratory, Allied health professionals, Students in Health Occupations

**Fee: \$125.00**

*Book Required: Student required to purchase book, ECG & Pharmacology Student Workbook*

**Niceville Campus, Bldg. 510, Room 180**

**7:30 a.m. – 4:30 p.m.**

**Dates 2016**

**CRN #**

**Monday, September 26 12023**

## PHTLS – Pre-Hospital Trauma Life Support

This course is recognized around the world as the leading continuing education program for pre-hospital emergency trauma care. The mission of PHTLS is to promote excellence in trauma patient management by all providers involved in the delivery of prehospital care through global education. PHTLS is developed by NAEMT in cooperation with the American College of Surgeons' Committee on Trauma. The Committee provides the medical direction and content oversight for the PHTLS program. PHTLS courses improve the quality of trauma care in your area and decrease mortality.

**Fee: \$150.00**

*Book Required: Student required to purchase book, PHTLS : Prehospital Trauma Life Support - With Access, 8th edition*

**CEUs: 16 hours**

**Niceville Campus, Bldg. 510, Room 180**

**7:30 a.m. – 4:30 p.m.**

**Dates 2016**

**CRN #**

**Monday, October 17 & Tuesday, October 18**

**12025**

## Pediatric Advanced Life Support (PALS) – Initial

This two-day course uses a scenario-based, team approach to teach pediatric emergency respiratory management or cardiac arrest. The PALS course is for healthcare providers who initiate and direct advanced life support in pediatric emergencies. Recognition and treatment of infants and children at risk for cardiopulmonary arrest utilizing a systematic approach to pediatric assessment is the focus of this course.

**Fee: \$150.00**

*Book Required: Student required to purchase book, Pediatric Advanced Life Support: Provider Manual Professional Ed. Edition*

**CEUs: 16 hours**

**Niceville Campus, Bldg. 510, Room 180**

**7:30 a.m. – 4:30 p.m.**

**Dates 2016**

**CRN #**

**Monday, October 24 & Tuesday, October 25**

**12161**

## Advanced Stroke Life Support Prehospital/ Hospital

This course addresses the prehospital, emergency department, and stroke unit management of patients with acute stroke by incorporating interactive discussions, hands-on workshops, video and standardized patients. It covers the differential diagnosis of stroke, rapid recognition of five major stroke syndromes, training in the use of the Miami Emergency Neurologic Deficit (MEND) exam, and the use of thrombolytic therapy in acute ischemic stroke patients.

Specifics to the prehospital and in-hospital audiences are addressed through the use of concurrent breakout sessions. Passing score is 72% on the posttest, but a minimum of 84% is required to be eligible for the ASLS® instructor course.

**Fee: \$150.00**

*Book Required: Student required to purchase book*

**CEUs: 8 hours**

**Niceville Campus, Bldg. 510, Room 180**

**7:30 a.m. – 4:30 p.m.**

**Dates 2016**

**CRN #**

**Tuesday, November 8**

**12160**

For more information call (850) 729-5212  
or visit [www.nwfsc.edu/AHA](http://www.nwfsc.edu/AHA).

# Motorcycle Safety Courses

## Basic Rider Course

Motorcycle Safety Basic Rider Course is a 2 day course designed for beginning riders. The course is from 7:00 a.m. – 4:00 p.m. The Basic Rider Course consists of 16 hours of instruction including 5 hours in the classroom and 11 hours of intense riding on the parking lot range. This course will teach students how to operate a motorcycle safely and strongly emphasizes the special skills and mental attitude required for dealing with everyday riding. Participants will use bikes provided by NWF State College.

Dates 2016	CRN #	Dates 2016	CRN #
August 20-21	11910	October 22-23	11924
August 27-28	11911	October 29-30	11925
September 3-4	11912	November 5-6	11926
September 10-11	11916	November 12-13	11927
September 14-15	11917	November 16-17	11928
September 17-18	11918	November 19-20	11929
September 24-25	11919	December 3-4	11930
October 8-9	11921	December 10-11	11931
October 12-13	11922	December 14-15	12027
October 15-16	11923	December 17-18	12028

Niceville, Bldg. 710, Room 005

Classes Meet: Saturday and Sunday,  
7:00 a.m. – 4:00 p.m.

Fee: \$200.00 (note if you are paying with an SF182, please have the SF182 approved prior to registering for the class)



## Advanced Rider Course

Motorcycle Safety Advanced Rider/Sport Bike Course. This 8 hour course is designed for experienced motorcycle riders to complement the skills learned and experienced in previous rider courses. Special emphasis is given to self-assessment, risk management, rider behavior, riding strategies, and overall skill development, particularly in braking, cornering, and swerving procedures and techniques. This training is conducted on your own bike.

Dates 2016	CRN #	Dates 2016	CRN #
August 19	11932	November 18	11935
September 16	11933	December 16	12029
October 14	11934		

Niceville, Bldg. 710, Room 005

Class Meets: Friday, 7:00 a.m. – 4:00 p.m.

Fee: \$100.00 (note if you are paying with an SF182, please have the SF182 approved prior to registering for the class)



## Private Lessons (Available Upon Request)

For more information contact Mike Hulion at (850) 729-5209 or email [motorcyclesafety@nwfsc.edu](mailto:motorcyclesafety@nwfsc.edu).

Fee \$100

CRN #: 12155

Review the requirements for both Motorcycle Safety courses at [www.nwfsc.edu/MS](http://www.nwfsc.edu/MS).

For more information call (850) 729-5209 or email [motorcyclesafety@nwfsc.edu](mailto:motorcyclesafety@nwfsc.edu).



# Northwest Florida State College

## Professional & Continuing Education Registration Form

### Registration Information

There are 3 ways to register for Professional & Continuing Education, non-credit classes.

**Online:** Visit [www.nwfsc.edu/CERegister](http://www.nwfsc.edu/CERegister) and register using Flex Reg. Pay online using a credit card or echeck. You also have the option to click the pay later button which will allow you to pay in-person at an NWF State College campus or center with cash or check within 48 hours.

**In-Person:** Register at any NWF State College campus or center in the Students Services area – Niceville (Student Services Center), Hurlburt, Fort Walton Beach, Crestview, DeFuniak Springs and South Walton. Fill in the form below. Payment can be made by cash or check only at any NWF State College campus or center Business Office.

**Mail:** Fill in the form below with required information. Mail the form and a check to: NWF State College, Professional & Continuing Education, 100 College Blvd. East, Niceville, FL 32578.

\* Required Fields

\* Last Name: \_\_\_\_\_ \* First Name: \_\_\_\_\_ Middle/Maiden: \_\_\_\_\_

\* Mailing Address: \_\_\_\_\_ \* Phone Number: \_\_\_\_\_

\* City: \_\_\_\_\_ \* State: \_\_\_\_\_ \* Zip Code: \_\_\_\_\_

\* Email: \_\_\_\_\_

\* Date of Birth (mm/dd/yyyy): \_\_\_\_\_ \* Gender: ☐ Male ☐ Female

Social Security #: \_\_\_\_\_

Company/Organization: \_\_\_\_\_ Job Title: \_\_\_\_\_

CRN #	Title	Date(s)	Time	Fee

REGISTER IN-PERSON: Register for Professional & Continuing Education classes at any NWF State College campus or center.

**Northwest Florida State College, Niceville Campus**, Office of Enrollment Services, Student Services Center, 100 College Blvd. East, Niceville, FL 32578

**Fort Walton Beach Campus**, Business Office, Bldg. 1, 1170 Martin Luther King Jr. Blvd., Fort Walton Beach, FL 32547

**Chautauqua Center**, 908 U.S. Highway 90 West, DeFuniak Springs, FL 32433

**Hurlburt Field Center**, Education Services Building 90220, 221 Lukasik Avenue, Hurlburt Field, FL 32544

**Robert L. F. Sikes Education Center**, 805 E. James Lee Boulevard (Highway 90), Crestview, FL 32539

**South Walton Center**, 109 Greenway Trail (off Hwy. 331 South), Santa Rosa Beach, FL 32459

Payment - To pay for a class, payment can be made by cash or check only at any NWF State College Campus or Center Business Office.

Payments can be made online with an echeck or credit card. Credit card payments will incur a 2.75% convenience fee.

For payment questions, please contact the NWF State College Business Office at (850) 729-5385.

Rev. 11/3/2015 EA/EO

**Northwest Florida State College Professional & Continuing Education**  
**100 College Blvd. E., Niceville, FL 32578 ♦ [www.nwfsc.edu/PCE](http://www.nwfsc.edu/PCE) ♦ 850.729.6880**





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