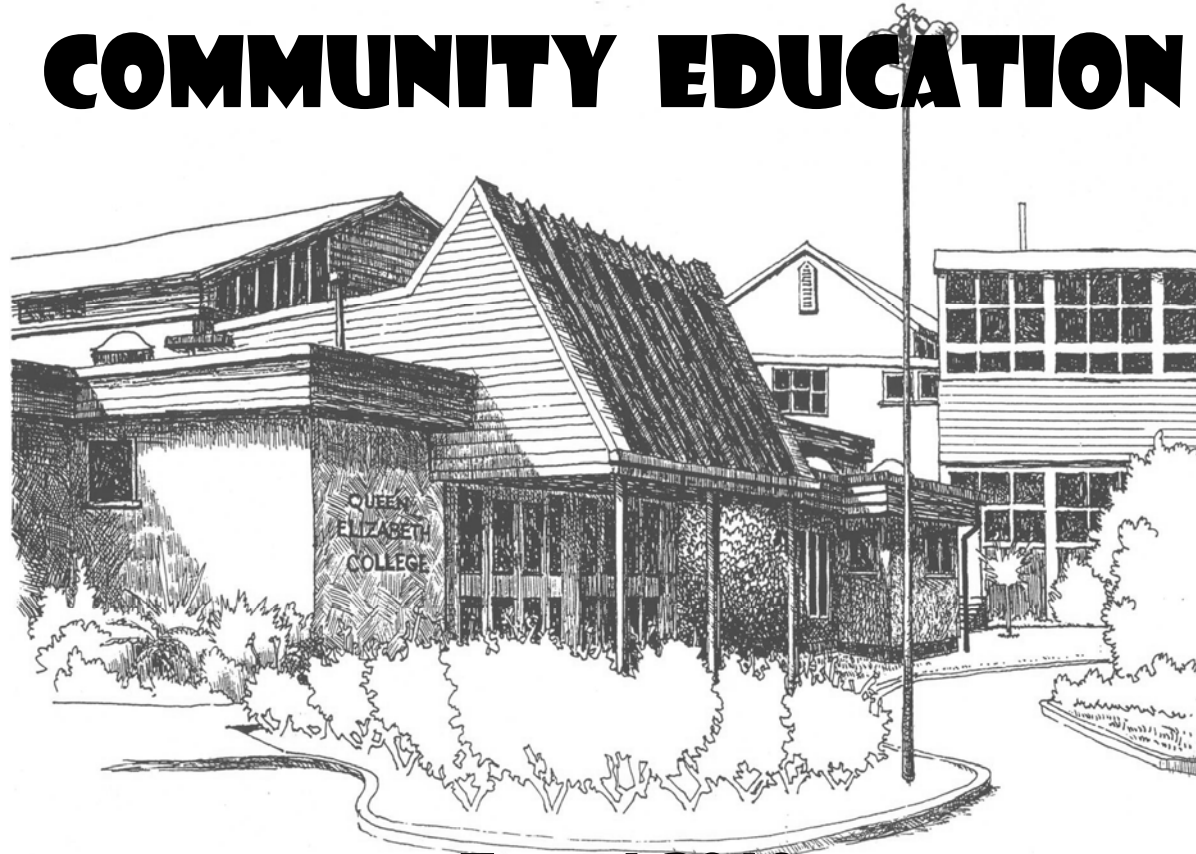


# COMMUNITY EDUCATION



**Term 1 2010**

Ross Whitlock.

## Introduction

Welcome to the Queen Elizabeth College  
Community Education courses for Term 1, 2010.

With changes to the Adult Continuing Education, the courses are now funded solely through the Course Fee and the costs listed by tutors for materials costs for individual courses. Minimum numbers of ten (10) students are needed for each course to run.

We are fortunate that we have committed experienced tutors who have taken up the challenge to continue providing quality courses.

We encourage you to enrol, and continue your learning journey and we look forward to welcoming you to the Queen Elizabeth College Community Education.

## Course Fee

Cost per person for each Course is \$100.00 unless otherwise stated. This **does not** include the individual costs for course materials which need to be paid along with the course fee when you enrol.

## Course Start Date & Time

All courses will begin on: 10 February 2010

7pm - 9pm

Unless specified in the Course outline.

## How to Enrol

1. Complete an enrolment form.
2. Mail or drop form into the School Office.
3. Please **do not** include cash with postal enrolments.
4. You will receive a receipt which confirms your enrolment.

### Please note:

- You will be notified one week prior to the course start date if there are particular material requirements.
- You will be notified by mail if a course has been cancelled.
- Please note your course start date and time as a reminder as letters are not issued.

## Payment Methods

- Electronic Banking on confirmation of enrolments
- Cash
- Cheque (payable to Queen Elizabeth College)
- EFTPOS
- Credit Card

## Non-Permanent Residents

Non-permanent residents may enrol in courses.

## Textbooks

It is necessary to on-charge freight for textbooks where enrolment is received less than one week prior to the commencement of the course.

## Cancellation & Refund Policy

If the course does not start:

- You will receive a full refund.

If you withdraw eight (8) days before the start date either:

- A refund of the Course Fee less \$10 administration charge OR
- A Voucher for the Course Fee

If you withdraw less than eight (8) days prior to the start date:

- You receive a voucher for course fee less \$10 administration charge

**No refund** once the course has started.

## Address & Hours

### Queen Elizabeth Community College

Queen Elizabeth College  
Rangitikei Street (opp BP Service Station)  
PO Box 4047

PALMERSTON NORTH 4020

Telephone: (06) 359-1592 Fax: (06) 359-1594

Email: office@qec.school.nz

Our usual office hours:

SCHOOL TERM

Monday—Friday 8.00am—5.00pm

SCHOOL HOLIDAYS

The office is closed until January 19, 2010

Monday—Friday 8:00am—5:00pm

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# Enrolment Form

Queen Elizabeth College Community Education  
 PO Box 4047, Manawatu Mail Centre, Palmerston North 4442

Family Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Home Address: \_\_\_\_\_  
 \_\_\_\_\_

Post Code: \_\_\_\_\_ Email Address: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Mobile: \_\_\_\_\_ Business: \_\_\_\_\_

Course Name	Fees	Receipt

Relevant Disability of Condition: \_\_\_\_\_

Please complete for statistical purposes:

Age: 16—19  20-29  30-39  40-49  50-59  60+

Sex: Male  Female

Ethnicity Asian  NZ European  Maori  Pacific Island  Other

Payment is to accompany enrolment and confirms acceptance of our cancellation and refund policies.  
 Your enrolment is confirmed when you receive your receipt.

# Beginners Yoga Course

## TUTOR

Jonathan Atkins

## COURSE INFORMATION

Yoga is about unifying the body and mind through and various postures. Yoga relaxes, stretches and strengthens.

This eight week course is designed for beginners through the repetition of stretches, breath work and asana (posture). Students will gain sufficient knowledge to assist them in maintaining good general overall health.

## PLANNED LEARNING OUTCOMES

1. Breathwork techniques to calm and energise the body.
2. Safe warm-up routines.
3. "Salutations to the sun" - a complete 12 part routine for body health.
4. Numerous techniques to stretch and tone muscles and maintain healthy skeletal integrity.

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

Yoga Mat (optional)

# Belly Dance Basics

## TUTOR

Glenda Turton

## COURSE INFORMATION

This is a series of one hour classes that introduce the student to some basic belly dancing move and patterns. Unlock your femininity and grow.

## PLANNED LEARNING OUTCOMES

1. Develop correct posture for dance.
2. Perform some basic belly dancing moves.
3. Perform these basic movements to music.
4. Incorporate these steps into a dance pattern.

## TIME

6.45pm—7.45pm

**COURSE FEE: \$50.00**

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

Hip Scarf

# Belly Dance Choreography

## TUTOR

Glenda Turton

## COURSE INFORMATION

A more advance class which includes choreography for those competent with the basic steps.

## PLANNED LEARNING OUTCOMES

1. Demonstrate a range of patterns and movements
2. Perform a dance containing a range of patterns and movements.
3. Use veils in dance.

## TIME

8.00pm—9.00pm

**COURSE FEE: \$50.00**

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

Hip Scarf



## Best Years

**TUTOR**  
Bryan Ibell

### **COURSE INFORMATION**

Retiring or retired. This could be the programme for you. A chance to meet new people, interact with challenging speakers and explore places you didn't know about. You choose what you want to attend.

### **PLANNED LEARNING OUTCOMES**

Varies but all programmes have an education content.

Contact Brian Ibell phone for further information

### **GENERAL INFORMATION**

Held at St Davids lounge on the corner of Main and Rainforth Streets.

Every second Wednesday 9.30am—11.30am.



## French for Travellers

**TUTOR**  
Jan Savage

### **COURSE INFORMATION**

A chance to gain some cultural knowledge.

Meet and practice basic phrases which will give you a real boost for your visit to France, as well as the background needed for learning more about the French language in the future.

### **PLANNED LEARNING OUTCOMES**

1. Recognise some of the different customs and conventions of France.
2. Comprehend simple written signs and spoken announcements.
3. Ask simple questions.
4. Respond appropriately in everyday situations.

### **COURSE COSTS FOR STUDENTS (excl. Course Fee)**

\$10 per person for booklet.  
\$5 per person for CD (optional).

## French Language— Intermediaire I

**TUTOR**  
Nadine Leleaque

### **COURSE INFORMATION**

In this course, we will be able to explore in more depth themes covered in Introduction to French 1 & 2.

### **PLANNED LEARNING OUTCOMES**

1. Talk about your and others: introduce yourself and others.
2. Make an appointment and booking.
3. Understand and use directions.
4. Use different tenses.

### **COURSE COSTS FOR STUDENTS (excl. Course Fee)**

\$10 per person for photocopying.

# German Language— Basic Survival Course

## TUTOR

Ilse Surgenor

## COURSE INFORMATION

Learn to understand and be understood on your first visit to German speaking country.

Gain an understanding of some of the cultural differences between New Zealand and Germany.

Learn some useful tips on driving, public transport and shopping in Germany.

## PLANNED LEARNING OUTCOMES

1. Ask questions and understand the relevant answers pertaining to—social introductions, directions, time, prices and various shopping requirements.
2. Feel confident in their ability to pronounce clearly any words/phrases that they wish to look up in a phrase book/dictionary.
3. Have automatic recall to at least seven (7) core questions or statements covering most situations where help may be needed, while in a German speaking country.
4. Feel confident when meeting situations which may differ from NZ, e.g. etiquette of addressing people, modes of transport and paying fares, recognising shops and understanding how and when they operate.

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

\$5 per person for textbook.

\$5 per person CD (optional).

# Guitar

## TUTOR

Malcolm Parker

## COURSE INFORMATION

Learn to play the guitar in this introduction aimed to the complete novice. You will learn to play chords, read notes and how to practice effectively. If you have always fancied the idea of playing guitar but haven't quite got round to it, now's your chance.

To gain the most from this course you will need to practice regularly between sessions.

## PLANNED LEARNING OUTCOMES

1. To develop an appreciation of playing some simple songs on the guitar with a small group of guitarists.
2. To learn elementary skills required to play the guitar.
3. To learn elementary skills in reading music for guitar.
4. To complete the course with a desire to continue their own learning of the guitar and guitar music.

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

Acoustic guitar.

Electronic Tuner

Book - Progressive Guitar Method—Book 1 by Gary Turner & Brenton White

(All available from Beggs, Music Planet or the Rock Shop)

\$10 per person photocopying.

# Garden Design

## TUTOR

Alan Fielding

## COURSE INFORMATION

An introduction to the practical ideas, design principles and management practices in creating a stimulating and satisfying environment around your home. This course shows these in action and whets your appetite to get started! Good design comes from careful analysis and thorough planning, and you'll learn how to weigh up possibilities and limitations.

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

\$5 per person photocopying.



## Indian Cooking—Vegetarian

### TUTOR

Uma Narmatha Natarajan

### COURSE INFORMATION

Indian cooking is not all about butter chicken and beef vindaloo. Every region has its own array of delicacies unique to it.

This course will provide an opportunity to learn not only about some well known vegetarian dishes but also some unknown South Indian dishes.

### PLANNED LEARNING OUTCOMES

1. Appreciate the vegetarian delicacies.
2. Distinguish between North & South Indian cuisine.
3. Be able to follow a recipe accurately and make the dish tasting authentic.

### COURSE COSTS FOR STUDENTS (excl. Course Fee)

\$41 per person.

## Introduction to Printmaking

This course is not suitable for people with restricted arm movements.

### TUTOR

Laura Hudson

### COURSE INFORMATION

Printmaking is an exciting process yielding several copies of an image.

This course is designed to demystify various print-making processes including monotype, woodcut and collagraph. We will look at several different ways of combining colour with one colour prints. It helps to enjoy surprises as the results are often different from what you expect.

### PLANNED LEARNING OUTCOMES

1. Make a monoprint using two different methods.
2. Make a woodcut combined with monoprint.
3. Made a reduction-cut woodcut.
4. Make a collagraph.
5. Be able to use the related printmaking terms with confidence.

### COURSE COSTS FOR STUDENTS (excl. Course Fee)

A set of linocutters and/or wood cutting chisels.  
A supermarket bag full of rags for cleaning.  
A sketch pad for drawing.  
Three (3) stiff brushes small, med & large.  
Fine rubber or vinyl gloves.  
A small supply of cotton buds.  
A craft knife (the sort with snap off blades).  
Assortment of textural materials for the collagraph.

\$30 per person for consumables.

## Italian for Travellers

### TUTOR

James Valtorta

### COURSE INFORMATION

You will learn to express yourself in basic situations: being in a restaurant, making a telephone call, getting accommodation, telling the time, how to catch a train (or work out why you missed it!)

You will not only be able to survive during your travel experience, but you will get more out of it, experiencing the pleasure of interacting with people.

### COURSE COSTS FOR STUDENTS (excl. Course Fee)

To be notified.



# Maori Language:Ka Taea

**TUTOR**  
Tahi Gotty

## COURSE INFORMATION

Introductory course designed for those with no previous knowledge of Maori language or those wanting to learn about Maori grammar.

The key focus is retaining information and talking in Maori.

## PLANNED LEARNING OUTCOMES

1. Learn a basic mihi.
2. Basic understanding of grammar.
3. Nouns
4. Verbs

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

\$25.00 for resources.



# Mosaics

**TUTOR**  
Sandy Hooper

## COURSE INFORMATION

Enjoy learning the basic art of mosaics. No experience needed. Turn up on the first night with a stepping stone, some coloured tiles and basic nippers. A full list of materials will be sent to you or you can order a starter kit from the tutor. Come with a group of friends for a fun, no stress course while making varied mosaic projects for your house or a gift.

## PLANNED LEARNING OUTCOMES

1. Have an understanding about mosaics.
2. Able to formulate design and consider colour.
3. Prepare and attach mosaic materials.
4. Grouting and finishing of projects.

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

\$40.00—Starter Kit (must be ordered one week before course begins)  
- contains stepping stone, standard nippers, tiles and glue.

# New Zealand Sign Language

**TUTOR**  
Peter Barker

## COURSE INFORMATION

## PLANNED LEARNING OUTCOMES

1. Understand symbols for non-manual behaviour and deaf culture.
2. Gain confidence with grammar, conversation, strategies and illustrations of NZSL.
3. Gain understanding of behaviour of those who are deaf, and numbers and vocabulary of NZSL.
4. Practice NZSL sentence structure.

## AVAILABLE Terms 1

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

# NZ Sign Language 1A

## TUTOR

Jacqui Davidson

## COURSE INFORMATION

### PLANNED LEARNING OUTCOMES

1. Increase confidence and skills in NZSL.
2. Aware of deaf culture and communication behaviours.
3. Develop your skills in visual language, facial expressions and body language.
4. More understanding of how to use NZSL and communicate with deaf people.

### AVAILABLE

Terms 1

### COURSE COSTS FOR STUDENTS (excl. Course Fee)

\$50 per person workbook.

# Sewing Made Easy

## TUTOR

Helen Johnson

## COURSE INFORMATION

This course demonstrates basic sewing techniques which include zips, collar fitting, sleeve inserting, placket making, hems, cuffs, elastic, and twin needle.

Students will be encouraged to complete a garment of their choice, from choosing a pattern, fabric and trims, to cutting and then assembling the garment.

To get the most benefit from this course, students must be prepared to set time aside between classes to complete sewing tasks.

### PLANNED LEARNING OUTCOMES

1. Students will have a sample of basic sewing techniques to keep as a reference.
2. Students will have confidence at choosing a pattern and style that will suit them.
3. Confidence to cut out fabrics.
4. Completed at least one garment of choice.
5. Most confident students will have 2— 3 garments finished.

### COURSE COSTS FOR STUDENTS (excl. Course Fee)

Must have own sewing machine at home.  
\$10 per person photocopying.

# Spanish for Travellers

## TUTOR

Cynthia Landa

## COURSE INFORMATION

This course will introduce you to basic Spanish language skills for travel communication purposes.

There will be a range of topics and activities to allow a natural acquisition of the language in a stress-free teaching environment.

### PLANNED LEARNING OUTCOMES

1. Introduce yourself and your family.
2. Express your feelings, ask for food and directions.
3. Use verbs & nouns.
4. Organise an itinerary—days, hours, places and how to go there—transport.

### COURSE COSTS FOR STUDENTS (excl. Course Fee)

\$5 per person for photocopying.



# Starting a Successful Business

## TUTOR

Ernie Norris

## COURSE INFORMATION

Learn how to write a business plan and how to structure your business.

How to keep records that meet the requirement of the Inland Revenue Department and how to use business expenses to reduce your tax bill.

An introduction to cash books and cash flow forecasting with budgets.

Learn a lot about planning, organising, communication and problem solving. The course objective is to help you set up and run your own successful business and to equip you with the skills to avoid the many problems that can occur in the business world. We recommend that you take this course first and then take our Accounting for Successful Business course to learn all about money management.

## PLANNED LEARNING OUTCOMES

1. Set up a business plan and related structures.
2. Be able to organise basic cash management systems.
3. Set-up plans for the first year of business operation.
4. Organise all activities and be able to communicate with ease.

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

\$25 for Course Booklet

# Watercolour

## TUTOR

Alison Lundy

## COURSE INFORMATION

Basic watercolour introduction course covering colour mixing, technique and helping the students to develop a personal response to the medium.

## PLANNED LEARNING OUTCOMES

1. Demonstrate basic colour theory by mixing colours.
2. Recognise basic watercolour brush work, including lost and found edges.
3. Choose different techniques in response to a subject.
4. Have started to develop own personal response to medium.

## AVAILABLE

Terms 1, 2, 3 & 4

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

\$50 per person.

## GENERAL INFORMATION

Available for night & day classes.

# Woodwork and Furniture Making

## TUTOR

Wesley McLellan

## COURSE INFORMATION

With the guidance of your tutor, you design and make the furniture that you need for your home. Bring an idea of what you would like to make and we will advise on materials you will need to bring. We provide the facilities including a knowledgeable tutor.

Bulk machining of timber for home based activities not permitted.

## AVAILABLE

Terms 1

## COURSE COSTS FOR STUDENTS (excl. Course Fee)

Students provide own materials.

# Cheese Making for Beginners

**TUTOR**  
Richard Love

## COURSE INFORMATION

This practical workshop will teach you the basic techniques for making your own soft chesses. You will be sent a list of basic equipment and ingredients to bring to class (i.e a large saucepan and milk). Specific ingredients will be provided on the day. At the end of this workshop you will have made mozzarella, holloumi and ricotta to take home and enjoy.

## PLANNED LEARNING OUTCOMES

By the end of the course you will

1. Have the confidence to create your own cheese from scratch.
2. Understand the basic processes behind soft cheese making.

## COURSE COSTS FOR STUDENTS

Course Fee	\$50.00
Ingredient costs	\$10.00

## COURSE DATES AND TIME

Saturday February 13 9am to 1pm

# Italian Bakery

**TUTOR**  
Paula Harris

## COURSE INFORMATION

Learn how to make delicious Italian breads such as foccacia and ciabatta, as well as a few sweet treats like panforte. Leave the class with bread to take home, and the skills to make it again by yourself. All ingredients are provided, so throw out the bread machine and get your hands dirty.

## PLANNED LEARNING OUTCOMES

By the end of the course you will

1. Have the confidence to create your own bread from scratch.
2. Understand the basic processes behind most bread making.
3. Be able to deal with common problems that arise during bread making.

## COURSE COSTS FOR STUDENTS

Course Fee	\$50.00
Ingredient costs	\$15.00

## COURSE DATES AND TIME

This course runs over 2 Saturdays;  
 Saturday March 13 9.30am to 2pm  
 Saturday March 20 9.30am to 2pm

Please note:

The courses on this page are day courses, held on a Saturday or over a couple of Saturdays.

The course fee structure is different to the other Community Education classes that take place on Wednesday evenings.

The dates and costs for each course are included in the provided information.

Short or Day Courses