

UNIVERSITY OF COLORADO AT BOULDER, **CONTINUING EDUCATION**
SUMMER 1988 — SCHEDULE OF COURSES, SEMINARS AND WORKSHOPS

3 EASY WAYS TO REGISTER

See Page 48 For Complete Registration Information

1. In Person

Monday-Thursday, 8:30 a.m.-5:30 p.m., Friday, 8:30 a.m.-5 p.m., at 1221 University Avenue.



2. By Mail

Use the form on page 51 for Boulder Evening Credit, form on page 49 for Noncredit/Certificate. Three-credit-hour limit by mail, no limit on Noncredit/Certificate. A receipt will be mailed back to you promptly.



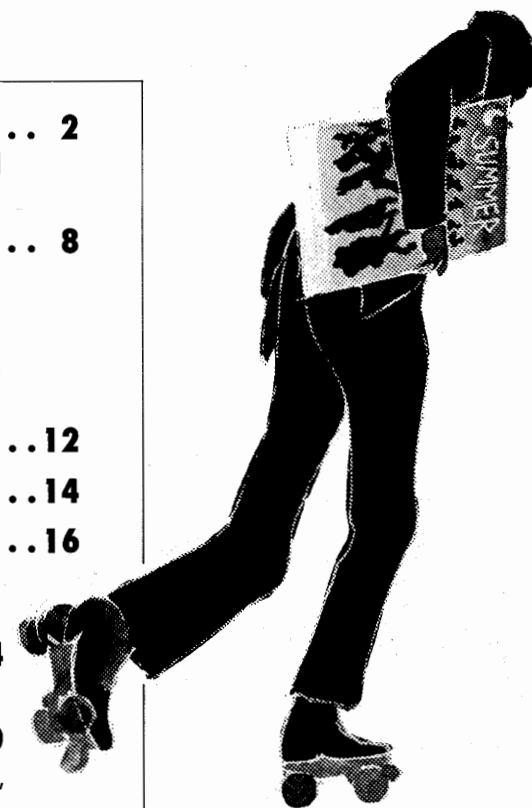
3. By Phone

For Noncredit/Certificate courses only, using MasterCard or VISA, call 492-5148. Outside Denver Metro area, please call toll free 1-800-332-5839. A receipt will be mailed to you promptly.



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Photos courtesy of *The Coloradan* and Ken Abbott

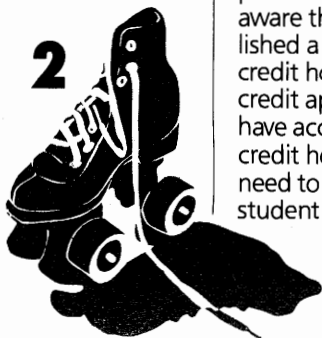


BOULDER EVENING CREDIT CLASSES



The Division of Continuing Education continues to offer the evening credit program designed specifically for you the working person (home, office, other) or adult who cannot attend classes during daytime hours.

Boulder Evening classes carry full undergraduate university credit and are taught by qualified and approved instructors. Credit earned in these classes is automatically posted on an official transcript. You will be registering as a non-degree student unless you have previously been admitted to campus as a degree student. You should be aware that each school or college has established a maximum number of non-degree credit hours that will be accepted as transfer credit applied towards graduation. After you have accumulated the maximum number of credit hours acceptable (usually 12), you will need to apply for admission as a degree student in a school or college.



Counseling Services: Academic counseling services are available free of charge for anyone enrolling in a Boulder Evening Credit course or anyone who is considering enrollment. Receive help in planning your program, deciding on a major, or setting personal goals. If you are unsure about your academic direction call 492-5145 for an appointment.

Eligibility: Any person who has a high school diploma or GED equivalent may enroll. No previous college experience is necessary to register for these classes. Persons on University of Colorado financial stops or academic suspension from the College of Engineering and Applied Science, the College of Environmental Design, or the College of Business may not enroll.

Residency: To be eligible for in-state classification, applicants must prove legal residence in Colorado for the 12 consecutive months prior to the term for which in-state status is claimed. Students may be required to submit documents substantiating their Colorado eligibility. Applicants who will not be 22 years of age by the first day of class are assumed to be unemancipated minors and to have the same legal residence as their parents. Such students claiming in-state residency whose parents do not live in Colorado must petition to prove emancipated status for the preceding year. Those who feel their initial classification is incorrect may address inquiries to the Division tuition classification coordinator.

Tuition: Tuition is due and payable at the time of registration. Cash, check, MasterCard and Visa are accepted. Resident tuition is \$60 per credit hour. Some courses are slightly higher because of equipment or materials fees. Nonresidents may register for 1-3 semester hours at the resident rate of \$60 per semester hour. Nonresidents who register for 4 or more hours must pay nonresident tuition. Summer 1988 Boulder campus nonresident rates will apply.

No Deferred Payment Plan is Available.

Submission of the registration materials obligates you to pay for the full amount of tuition assessed for the semester.

How to Enroll: Advance registration is necessary and can be accomplished in person at 1221 University Avenue, Boulder, Monday through Thursday, 8:30 a.m. to 5:30 p.m., and Friday, 8:30 a.m. to 5 p.m., beginning May 2. No registrations will be accepted after June 17. Call 492-5148 for information.

Drop Procedures: If you need to drop a credit course for which you are enrolled, you must come to the Division of Continuing Education and complete a drop voucher. If you fail to do this, you will not be officially withdrawn (dropped), you will not receive any refund that may be due you, and you may receive an administrative grade of "F." Refer to academic calendar for refund deadlines.

Non-Attendance at Class Does Not Constitute Withdrawal.

Pass/Fail Option: This option is not available for Boulder Evening credit courses.

Veterans Benefits: If you are eligible for veterans benefits and have applied for admission to a degree program at the University of Colorado, you may enroll in these evening classes and apply the credit toward a degree. Please contact the Veterans Affairs Office in Willard Administrative Center, Room 229, or call 492-7322 to determine your eligibility and benefits.

Privileges: Boulder Evening credit students are eligible to join the Recreation Center as affiliated students for \$25 payable to the Recreation Center cashier. Continuing Education students are eligible for Wardenburg Student Health Services for \$40 and an optional hospitalization plan for an additional fee of \$55.65, both payable to the Wardenburg cashier. Total library services are available at no additional charge. Photo IDs are available for \$6 (cash, checks with check guarantee card, Visa, MasterCard), beginning June 6, 11:00 a.m. to 4:00 p.m., at Stadium 129 between Gates 4 and 5.

Students must present Boulder Evening registration receipts to qualify for any of the above privileges.

Special Registration for Faculty and Staff: Faculty and staff of the University of Colorado, Boulder, can enroll in Boulder Evening credit courses on a space available basis for one-half the regular tuition fee. Registration will begin June 6. Please bring a current copy of PAF indicating at least a half-time active appointment.

CREDIT CALENDAR DATES

Credit Calendar Dates You Should Know

Monday, May 2	First day of registration at the Division of Continuing Education, 1221 University Avenue, 8:30 a.m.-5:30 p.m. Monday through Thursday and 8:30 a.m.-5 p.m. Friday.
Monday, June 6	Classes begin. FACULTY/STAFF registration for Boulder Evening classes on space available basis. 50% discount. Active PAF employment verification copy required.
Friday, June 17	LAST DAY TO REGISTER. Withdrawals from classes after this date will appear as a "W" on student's academic record.
Monday, June 20	Instructor's signature required to drop classes.*
Monday, July 4	Holiday — No classes.
Tuesday, July 5	Petition required to drop classes.
Monday, August 1	Classes end.
<i>*This signature indicates you were doing passing work when you dropped the course.</i>	

Survival Tips

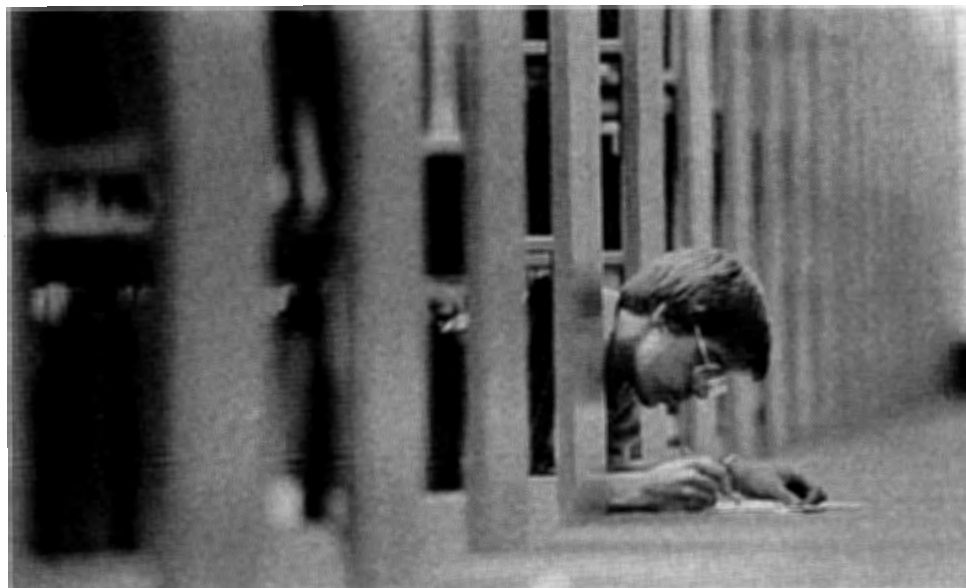
Boulder Evening tuition is assessed in addition to any tuition paid on campus (resident or nonresident).

Important Note

Intensive credit classes that do not meet the full eight weeks will have different deadlines. Please call 492-5148 for specific information.

Refund Schedule

100% before 2nd class meets
60% after 2nd class meets and through June 17
40% June 20 through July 1
NONE THEREAFTER



CREDIT CLASSES

Full Term Classes by Starting Date

Dept.	Course No. & Hours	Section	Time	Location	Course Title
Monday and Wednesday Evening Courses, Begin June 6 and End August 1 (8 weeks)					
COMM	1020-3	300	6-8:30 p.m.	Hellems 201	Introduction to Interpersonal and Small Group Communication
COMM	2200-3	300	6-8:30 p.m.	Education 143	Oral Competency
ECON	2020-3	300	5:30-8 p.m.	ECCR 1-09	Principles of Macroeconomics
ENGL	1191-3	300	6:30-9 p.m.	Hellems 247	Introduction to Creative Writing
ENGL	1600-3	300	5:30-8 p.m.	Hellems 241	Introduction to American Writers
ENGL	3152-3	300	5:30-8 p.m.	ECCR 1-26	Report Writing
GEOG	1011-3	300	5:30-8 p.m.	Guggenheim 205	Environmental Systems: Landforms and Soils
MATH	1010-3	300	6:30-9 p.m.	ECCR 1-46	College Algebra
PHIL	1100-3	300	6-8:30 p.m.	Hellems 267	Ethics
PSYC	4303-3	300	6-8:30 p.m.	Biopsychology E131	Abnormal Psychology
Tuesday and Thursday Evening Courses, Begin June 7 and End July 28 (8 weeks)					
COMM	2030-3	300	6-8:30 p.m.	Education 220	Interpersonal Communication
ECON	2010-3	300	5:30-8 p.m.	ECCR 1-09	Principles of Microeconomics
ENGL	1200-3	300	5:30-8 p.m.	ECCR 1-26	Introduction to Fiction
ENGL	2212-3	300	6:30-9 p.m.	Ketchum 206	Science Fiction
ENGL	3051-3	300	6-8:30 p.m.	Ketchum 120	Intermediate Fiction Workshop
ENGL	3682-3	300	5:30-8 p.m.	Education 143	Twentieth-Century American Literature
GEOG	1001-3	300	6-8:30 p.m.	Guggenheim 205	Environmental Systems: Climate and Vegetation
KINE	3420-3	300	6:30-9 p.m.	ECCR 1-46	Nutrition and Health
MATH	1020-2	300	6-7:45 p.m.	ECCR 1-40	College Trigonometry
PHIL	1000-3	300	6-8:30 p.m.	Ketchum 234	Introduction to Philosophy
PSYC	1001-3	300	6-8:30 p.m.	Biopsychology E131	General Psychology
Monday, Tuesday, Wednesday and Thursday Evening Course, Begins June 6 and Ends June 30 (4 weeks)					
HEBR	2110-3	100	6-9:30 p.m.	Ketchum 33	Intermediate Hebrew
Monday, Tuesday and Thursday Evening Course, Begins June 6 and Ends July 7 (5 weeks)					
ARAB	2110-3	100	4-6:45 p.m.	Ketchum 119	Intermediate Arabic
Monday, Tuesday, Wednesday and Thursday Evening Course, Begins June 6 and Ends July 7 (5 weeks)					
FINE	2097-3	100	5:30-10 p.m.	Fine Arts C175	Special Topics: Drawing in Color
Monday, Tuesday and Wednesday Evening Course, Begins July 5 and Ends August 1 (4 weeks)					
FILM	3550-3	200	5-9 p.m.	Norlin AV Room	Producing the Feature Film

Survival Tips

All tuition and refund assessments are subject to audit.

Important Information for Arts and Sciences Students

Students enrolling on the Boulder Campus for the first time in Summer 1988 and who have never attended college before should contact the Arts and Sciences Dean's Office for a list of General Education Requirements. Continuing and transfer students who graduated from high school before 1988 should consult the current college list for General Education Requirements.



CREDIT CLASSES

Arabic

Arabic 2110-3 **Intermediate Arabic**

Advanced grammar and conversation.
Section 100: June 6 - July 7, Mondays,
Tuesdays, and Thursdays, 4-6:45 p.m.,
Ketchum 119. \$264.

Communication

Communication 1020-3 **Introduction to Interpersonal and Small Group Communication**

An introductory course in human communication requiring no previous knowledge of communication. Its primary objective is to supply the student with the fundamental principles of communication in interpersonal, group, organizational and public contexts.
Section 300: June 6 - August 1,
Mondays and Wednesdays, 6-8:30 p.m.,
Hellems 201. \$180.

Communication 2030-3 **Interpersonal Communication**

This course explores communication between people. It promotes self-awareness by understanding major communication concepts, stages of relationships and communication skills. In particular, communication between the sexes in intimate, friendship and professional relationships receives emphasis. Some skill areas studied are listening, conflict management, assertiveness, non-verbal communication and self-disclosure.
Section 300: June 7 - July 28,
Tuesdays and Thursdays, 6-8:30 p.m.,
Education 220. \$180.

Communication 2200-3 **Oral Competency**

This basic public speaking course is designed to train students to create and deliver powerful messages to various audiences. Emphasis will be given to informational and persuasive discourse. Students will make a minimum of five presentations for critique-evaluation and be examined over course content. No prerequisites.
Section 300: June 6 - August 1,
Mondays and Wednesdays, 6-8:30 p.m.,
Education 143. \$180.

Economics

Economics 2010-3 **Principles of Microeconomics**

The operation of the price system as a major organizer of the economy. Elementary theory, problems, and public policy of competition, monopoly, distribution of income, and international economic relations.
Section 300: June 7 - July 28,
Tuesdays and Thursdays, 5:30-8 p.m.,
Engineering Center CR 1-09. \$180.

Economics 2020-3 **Principles of Macroeconomics**

An overview of the economy examining the flow of income and GNP as well as the factors determining the level of employment, income, money, credit and prices.
Section 300: June 6 - August 1,
Mondays and Wednesdays, 5:30-8 p.m.,
Engineering Center CR 1-09. \$180.

English

English 1191-3 **Introduction to Creative Writing**

This course is designed for students who want to learn basic techniques of writing short fiction and poetry. It is valuable for students with serious writing goals, for those who seek greater skill in self-expression, and for those who want better to appreciate literature by learning to write it. Students will write stories and poems and discuss them in a supportive, workshop atmosphere. We will also read and discuss the works of established writers in order to develop our awareness of the elements of fiction and poetry.
Section 300: June 6 - August 1,
Mondays and Wednesdays, 6:30-9 p.m.,
Hellems 247. \$180.



English 1200-3 **Introduction to Fiction**

Introduction to the novel, novella, and short story, including works from the nineteenth and twentieth centuries, as well as contemporary authors. Focus will be on reading, class discussions, and the development of basic critical approaches to fiction. Authors will include European, Latin American, and Russian writers in addition to American.
Section 300: June 7 - July 28,
Tuesdays and Thursdays, 5:30-8 p.m.,
Engineering Center CR 1-26. \$180.

English 1600-3 **Introduction to American Writers**

This course introduces students to a wide range of American literature, including poetry, fiction, and non-fiction prose, from earliest colonial times through the twentieth century. The development of our national literature is traced through the work of its most characteristic figures. Special attention is paid to the historical context out of which these writings emerged.
Section 300: June 6 - August 1,
Mondays and Wednesdays, 5:30-8 p.m.,
Hellems 241. \$180.



CREDIT CLASSES



English – con't.

English 2212-3 **Science Fiction**

Focused largely on reading and class discussion, this course will cover both the classical foundations of science fiction and the development of science fiction as popular culture. Authors may include Bradbury, Le Guin, Lem, Shute, Sturgeon and Clarke.

Section 300: June 7 - July 28,
Tuesdays and Thursdays, 6:30-9 p.m.,
Ketchum 206. \$180.



English 3051-3 **Intermediate Fiction Workshop**

This course, designed as a workshop, concentrates on the development of each student's particular writing style, as well as opening new avenues by means of various writing assignments. Students critique each other's work and submit material on a regular basis. Work load varies according to length of assignments and the amount of discussion generated. Various contemporary authors are also examined. Prior writing experience desirable.

Section 300: June 7 - July 28,
Tuesdays and Thursdays, 6-8:30 p.m.,
Ketchum 120. \$180.

English 3152-3 **Report Writing**

Report Writing is a practical course which emphasizes on-the-job report writing. Topics will cover the writing process, writing to specific audiences, organizing content and preparing effective business letters, including resumes. Course requirements include weekly practical exercises with the emphasis on the student writing and evaluating sample reports as well as researching a final paper. The format of the class, a combination of lecture, discussion and evaluation, will sharpen the student's ability to write with ease and clarity.

Section 300: June 6 - August 1,
Mondays and Wednesdays, 5:30-8 p.m.,
Engineering Center CR 1-26. \$180.

English 3682-3 **Twentieth-Century American Literature**

Reading course in American novelists, poets, and dramatists of the 20th century. Primarily for non-majors.

Section 300: June 7 - July 28,
Tuesdays and Thursdays, 5:30-8 p.m.,
Education 143. \$180.

Film

Film Studies 3550-3 **Producing the Feature Film**

Designed to give the student a behind-the-scenes look at the way production in the entertainment industry is structured and how it works. The class will: 1) survey the production process from development to distribution; 2) focus on the crucial role that script

plays in the production process; 3) "pitch a story" to studio executives. The class will also focus on: 1) various contract negotiations and the budget process; 2) job functions, qualifications, and opportunities in the entertainment industry; 3) relationships between producer, director, the writer, analysis of selected films for production value, story structure and budget considerations. Screenings may include *Hannah and Her Sisters*, *Top Gun*, *Ruthless People*, and other current films.

Section 200: July 5 - August 1,
Mondays, Tuesdays and Wednesdays,
5-9 p.m.,
Norlin Library Audiovisual Room. \$188.

Fine Arts

Fine Arts 2097-3 **Special Topics: Drawing in Color**

Drawing in color builds on the technical and conceptual foundation of basic drawing classes while introducing color theory, individual media and mixed media. The development of a personal approach to color and imagery will be encouraged. Experimentation with a variety of drawing material such as pastels, prismacolor pencils, Caran d'ache Neocolor II crayons and collage is expected. Subject matter will include still life, landscape, architecture, the human figure and created imagery. Students are expected to spend a minimum of three hours outside of class drawing. Students will draw outside for an hour each class night.

Section 100: June 6 - July 7,
Mondays, Tuesdays, Wednesdays and
Thursdays, 5:30-10 p.m.,
Fine Arts C175. \$200.

Geography

Geography 1001-3 **Environmental Systems:** **Climate and Vegetation**

A general introduction to the atmospheric and ecological variation in the world and consideration of human consequences and environmental change through time. Optional field trip to local ecosystems.

Section 300: June 7 - July 28,
Tuesdays and Thursdays, 6-8:30 p.m.,
Guggenheim 205. \$180.

CREDIT CLASSES

Geography 1011-3 **Environmental Systems:** **Landforms and Soils**

An introductory survey primarily concerned with two essential aspects of the natural environment — landforms and soils. Major emphasis is directed to the genesis, distribution, and utility of surface features in a variety of learning situations, including lectures, labs, and field trips. Geog. 1011 carries only two hours credit towards graduation if student has earned credit in Geol. 1010 or 1030.

Section 300: June 6 - August 1,
Mondays and Wednesdays, 5:30-8 p.m.,
Guggenheim 205. \$180.

Hebrew

Hebrew 2110-3 **Intermediate Hebrew**

Biblical and modern Hebrew with an emphasis on reading, writing and conversation. 42 hours to be arranged with instructor.

Section 100:
June 6 - June 30,
Mondays, Tuesdays, Wednesdays and
Thursdays, 6-9:30 p.m.,
Ketchum 33. \$264.

Kinesiology

Kinesiology 3420-3 **Nutrition and Health**

In addition to the study of nutrients and how they function in the body, current controversial issues in nutrition will be examined. Included are food additives, natural and organic foods, vitamin supplements, nutrition for athletes, vegetarian diet, diet and heart disease, diet and cancer, and diet in each stage of the life cycle.

Section 300: June 7 - July 28,
Tuesdays and Thursdays, 6:30-9 p.m.,
Engineering Center CR 1-46. \$180.

Mathematics

Mathematics 1010-3 **College Algebra**

Simplifying algebraic expressions, factoring, linear and quadratic equations, inequalities, exponentials, logarithms, functions and graphs, complex numbers, binomial theorem. Prerequisite: one year high school algebra. Persons whose high school algebra was completed over three years ago should be prepared to spend additional time in review. No credit for students with credit in Math. 1100. Math. 1010 and 1020 are equivalent to Math. 1100.

Section 300: June 6 - August 1,
Mondays and Wednesdays, 6:30-9 p.m.,
Engineering Center CR 1-46. \$180.

Mathematics 1020-2 **College Trigonometry**

Trigonometric functions, identities, solutions of triangles, addition of multiple angle formulas, inverse trigonometric functions, laws of sines and cosines. Prerequisite: one-and-a-half years high school algebra and one year high school geometry or Math. 1010. No credit for students with credit in Math. 1100. May be taken currently with Math. 1300. Math. 1010 and 1020 are equivalent to Math. 1100.

Section 300: June 7 - July 28,
Tuesdays and Thursdays, 6-7:45 p.m.,
Engineering Center CR 1-40. \$120.

Philosophy

Philosophy 1000-3 **Introduction to Philosophy**

The course focuses on several topics and issues. Among them are the existence of God, ethics and ways of knowing. A portion of the course will be devoted to specific ethical problems; among them will be abortion, animal rights, and armaments. The student will be encouraged to participate in class discussions as a way of learning to do philosophy instead of memorizing a set of lecture notes. Readings are from primary sources, most of them traditional, in the history of philosophy. Short papers are required.

Section 300: June 7 - July 28,
Tuesdays and Thursdays, 6-8:30 p.m.,
Ketchum 234. \$180.

Philosophy 1100-3 **Ethics**

This course will offer an introduction to that part of philosophy known as ethics. Basic ethical concepts and issues will be presented and explored in lecture and discussion. Time will be devoted to both theoretical points and actual ethical situations in the world and in our own lives. The intent will be to sharpen our awareness of the ethical, learn to analyze it with greater depth, formulate our own values, deepen our reflective lives, and to bring more fulfillment to our existence through an increased appreciation of the meaning and power of our actions in the world.

Section 300: June 6 - August 1,
Mondays and Wednesdays, 6-8:30 p.m.,
Hellems 267. \$180.

Psychology

Psychology 1001-3 **General Psychology**

Survey of major topics in psychology, including sensory and perceptual processes, human development, personality, frustration and conflict, learning and memory, and the biological basis of behavior.

Section 300: June 7 - July 28,
Tuesdays and Thursdays, 6-8:30 p.m.,
Porter Biopsychology E131. \$180.

Psychology 4303-3 **Abnormal Psychology**

This course is designed to familiarize the student with the major applied aspects of abnormal behavior. The focus is on the diagnosis and treatment of contemporary abnormal behaviors. The course will be presented in a case study methodology. Students will be expected to become familiar with contemporary research and practices in clinical/counseling psychology. This course does not presume previous field or course work in the clinical area.

Section 300: June 6 - August 1,
Mondays and Wednesdays, 6-8:30 p.m.,
Porter Biopsychology E131. \$180.



Survival Tips

Disenrollment Policy

When students fail to meet their entire tuition obligations, official notification of disenrollment will be mailed by the Division of Continuing Education to the student's local address of record.



MEEKER COURSES



Meeker '88

University of Colorado Announces Meeker Courses.

In the summer of 1988, the University of Colorado at Boulder will offer a series of graduate and upper-division courses in Meeker, Colorado.

The offering is a cooperative effort by the town of Meeker and the Division of Continuing Education to join the resources of the western Colorado community with courses that take advantage of the natural environment and the scenic beauty of the region. The courses will be taught by CU faculty who will be in residence in Meeker.

For a real getaway, enroll in one of a selection of University of Colorado courses taught exclusively in Meeker, Colorado during the summer of '88. Start now to plan your summer of study.

Each course has a unique connection with the natural or human environment of the unspoiled White River Valley, and an appeal to a wide audience — teachers in the arts, natural or social sciences; environmental managers; and dedicated amateurs.

Classes, field work and independent projects will occupy your time and your intellect. But don't overlook the opportunities for recrea-

tion and refreshment of your senses.

You (and your family) can also enjoy Meeker's recreational programs — organized sports and lessons, parks, playing fields, tennis courts, golf course, and swimming pool. And fishing in nearby lakes and streams. Full service guest ranches offer a variety of trail rides and outfitted camping experiences.

Tuition: \$165 per course (resident or nonresident).

The terms are scheduled so that you can take advantage of one of these offerings and still attend one of the 5-week summer terms on the Boulder Campus.

Schedule for Meeker '88

TERM I: JUNE 13—JULY 1, 1988

EDUC 5575-3

Workshop in Curriculum and Content Areas: Ecology

NOTE: This Course Meets June 25-July 8, 1988.

The course is designed for primary and secondary educators who have an interest in the environment or in experiential education. Using the Flat Tops Wilderness Area as a natural laboratory, students will have five days of ecology theory and a nine-day, low-impact field excursion into the 400-square-mile wilderness ecosystem to study field ecology and techniques of wilderness study. The Flat Tops Wilderness contains a large beetle-disturbed spruce forest, interspersed with huge meadow systems and is inhabited by Colorado's largest concentration of elk. Because of the wilderness designation, enrollment is limited. Rental arrangements for packing gear are available. The field excursion will involve altitude gains of 1,500 to 2,000 feet, with most activities at 10,500 feet.

Mel Cundiff, Associate Professor of Biological Science, has guided field ecology courses as far away as East Africa and frequently leads groups into the Flat Tops Wilderness — skiers, hunters, horsepackers, and backpackers. He has taught wilderness techniques for 3 decades.

ENVD 5023-3

Environmental Impact Assessment

Cities and towns tend to discount their dependency on the natural resources which sustain them. Water, energy, food, and most recreation opportunities are supplied from areas far removed from the urban dweller. The focus of this class is how we can more successfully plan and lead our urban lives. Field work in the oil-shale project, case studies of water-wildlife-land use conflicts, and discussion about boom towns and ghost towns should be useful to teachers in the natural and social sciences, professional planners, and civic-minded citizens at large. All material will be presented so that it has "back home" application to classroom, curriculum, or planning meeting. Prerequisite, upper-division standing.

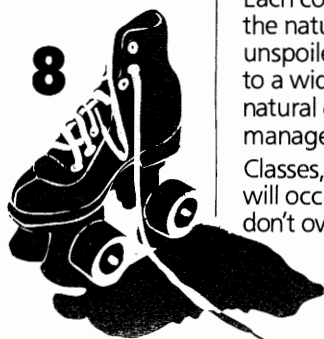
Spenser W. Havlick, Professor of Environmental Design and Geography, has taught and researched widely in town planning and natural resource management, resulting in publications on urban planning, environmental impact of town planning, and natural hazard mitigation. He consults for a broad range of private industries and government agencies in the U.S. and abroad.

FINE 5097-3

Special Topics: Painting

The course is designed to deal with concepts and ideas related to personal expression and the development of technical skills in any of the pictorial arts of drawing, painting and mixed media. Projects are individually structured, arranged in consultation with the instructor. Emphasis will be placed on subjects from nature and the environment of the Meeker area. Students will meet daily with the instructor, attend slide lectures and participate in weekly group reviews. Each student is expected to develop a theme for a cohesive body of work based on the student's understanding of nature, the town of Meeker and her or his own artistic capabilities.

Luis Eads, Emeritus Professor of Fine Arts, has shown his work in exhibitions, galleries, group- and one-man shows throughout the United States. As a painter, he is interested in imagery from a wide range of sources, including cross-cultural images. His work occasionally contains three-dimensional forms and graphic representations as well as realistic renderings.



MEEKER COURSES

FINE 5107-3

Special Topics: Electronic Photography

This course will provide opportunities for students to explore new possibilities in electronic imagemaking. Images generated in the field during the workshop as well as images brought to the workshop by students will be used. Camcorders and other electronic cameras will be available as well as a video disk player as a source. Digitization of images from positive slides, black and white or color negatives, prints or collage materials, and electronic sources will be accomplished with the assistance of 20 photography-based computer programs that have recently been written at the University of Colorado at Boulder. This is an opportunity to participate in the evolution of the photographic medium from silver-based materials to electronic media.

Charles Roitz, Professor of Fine Arts, has an interest in electronic imagemaking dating back to 1960 when he was a television director. His personal art work has taken a variety of forms over the years, with perhaps his work in photosculpture and landscape photography being the most prominent. He has exhibited nationally and internationally. His recent book, *Marks in Place* (Univ. of New Mexico Press), is the outgrowth of a National Endowment for the Arts Photographic Survey Grant.

MUSM 547-3

Museum Field Methods in Botany: Mosses and Lichens

A study of mosses and lichens with intensive field work from desert-steppe to alpine-tundra. Emphasis on field and laboratory recognition of mosses and lichens in all life zones. Instruction includes plant taxonomy, the use of dichotomous keys, and methods of collecting and preserving plant specimens. The course format consists of the study of mosses and lichens in the field and laboratory. Students will have the option of assembling a collection of herbarium specimens. This course is especially suitable for life science teachers, naturalists, botanists, foresters, ecologists, zoologists, and land managers who need practical training in recognition and museum methods of Colorado western slope plants.

Jo Ann Flock, Assistant Curator of Botany, has extensive experience in collecting, identifying and preparing lower plants. Research experience includes programs being carried out in Colorado, the Bering Strait, the Brooks Range in Alaska, and New Zealand.

MUSM 547-3

Museum Field Methods in Botany: Vascular Plants

A study of western slope flora with intensive field work from desert-steppe to alpine-tundra. Emphasis on field recognition of flowering plants in all life zones. Instruction includes plant taxonomy, the use of dichotomous keys, and methods of collecting and preserving plant specimens. The course format consists of the study of plants in the field and laboratory. Students will have the option of assembling a collection of herbarium specimens. This course is especially suitable for life science teachers, naturalists, botanists, foresters, ecologists, zoologists, and land managers who need practical training in recognition and museum methods of Colorado western slope plants.

William A. Weber, Professor of Natural History and Curator of the Herbarium, is an authority on the flora of Colorado and author of *Rocky Mountain Flora* and *Colorado Flora: Western Slope*, the first text completely covering Colorado west of the continental divide. A Fellow of the Linnean Society, Weber's research has taken him from Scandinavia to New Guinea, Nepal, Japan and the Galapagos Islands, with his most recent work taking place in the Altai of the USSR.

WMST 4000-3

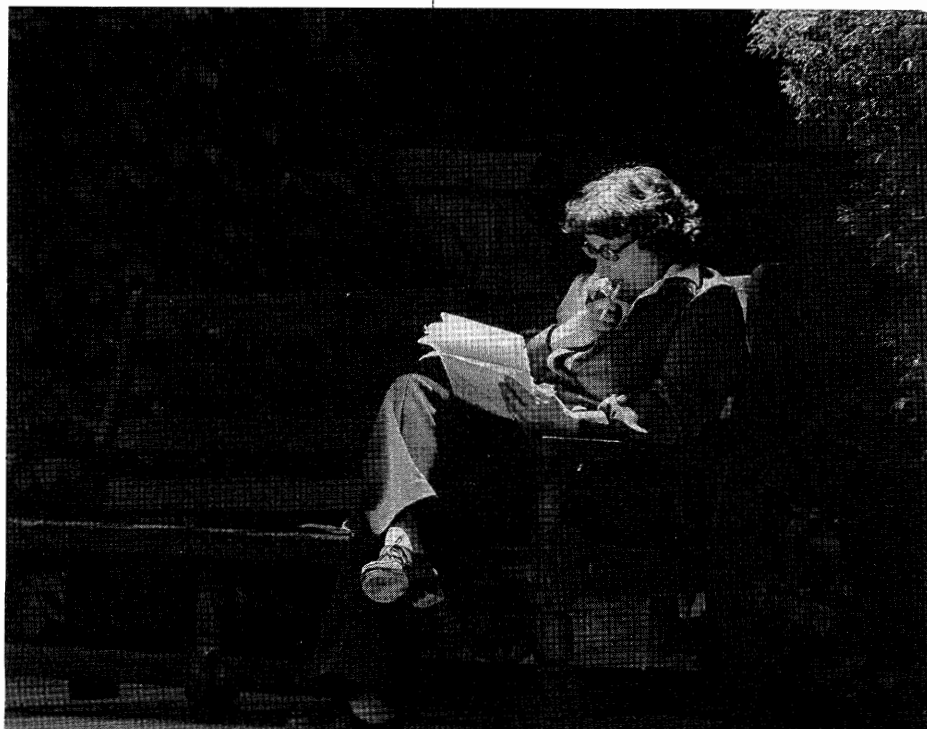
Women and Science

This course is designed to help primary and secondary educators understand and deal with the problems which women and girls have relating to science. It explores the lives of selected women scientists, the assumed "masculinity" of science, the male values imbued in certain scientific disciplines and how women and "feminine" values can enhance science and scientific thinking.

Judith Harris, Associate Professor of Natural History, is a member of the American Association for the Advancement of Science, the Society of Vertebrate Paleontology and a Fellow of the Linnean Society. She specializes in the paleoecology of terrestrial systems, the evolution and systematics of fish and certain other lower vertebrate groups, and the critique of science. She has written papers on these topics and on educating women in science.



MEEKER COURSES



TERM II: JULY 11-JULY 29, 1988

EDUC 5575-3
Workshop in Curriculum and Content
Areas: Energy Across the Curriculum

NOTE: This Course Meets July 11-July 23, 1988.

This workshop explores ways to use energy as an integrating theme in teaching, K-12. It is designed for educators in any discipline as well as for other community leaders. The workshop provides the information, fundamental principles, techniques, and sources of assistance essential for introducing energy-related materials into existing courses. It explores effective links among the natural sciences, mathematics, home economics, social sciences, and the humanities. Activities include discussion, readings, laboratory and field experiences, and development of teaching materials. Conducting the workshop in Meeker allows direct experience with problems and prospects of energy alternatives, including coal, hydroelectric, solar, oil, oil shale, natural gas, and conservation.

David M. Armstrong, Director of the Natural Science Program, is a biologist (ecology, biogeography, systematics of mammals) interested in teaching science to

non-scientists. As a consulting ecologist, he has evaluated the potential environmental impact of numerous energy-related projects in the Rocky Mountain West.

William DeMallie teaches "Nature and Society: Energy." He has long experience in formal and informal science education at various levels, from junior high school to university, in both Colorado and New England. He has designed successful enrichment experiences in science for special student populations, especially Native Americans.

EPOB 5100-3
Marine and Freshwater Ecology

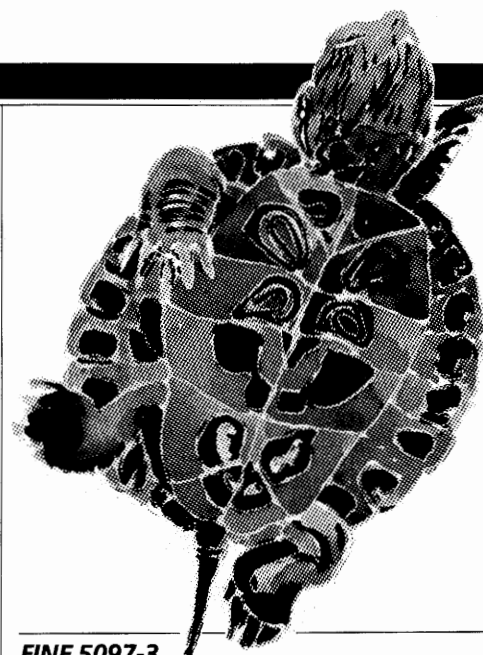
With emphasis on freshwater ecology, the course will also relate marine ecology and oceanographic techniques to a discussion of major marine and freshwater organisms and communities. Topics will include adaptive strategies of organisms, competition, pollution, parasitism (including human forms), food chains, and nutrient cycling. Chemical and physical factors of the environment will be described in their relation to community structure and diversity. There will be a special focus on the aquatic ecology of the Rocky Mountain region with frequent field trips to Meeker area streams and lakes. Prerequisite, principles of ecology.

John Bushnell, Professor of Environmental, Population and Organismic Biology, focuses his research on the ecology of Colorado freshwater environments. He consults widely with environmental and health agencies.

FINE 5097-3
Special Topics: Landscape Painting

This course will include personal expression and the development of technical skills in painting of landscape subjects in the Meeker-White River Valley area. In the landscape, students will stress observational skills that can be used later in a studio setting. Students will also stress the issues of form and content, relating landscape painting to the larger issues of contemporary art and life.

Chuck Forsman, Professor of Fine Arts, is one of America's preeminent landscape painters, with group- and one-man shows in museums and galleries throughout the United States. Forsman has a special interest in the history of the West and in conservation. These interests find frequent expression in his painting.



FINE 5097-3
Special Topics: Drawing and Painting

The course is designed to deal with concepts and ideas related to personal expression and the development of technical skills in any of the pictorial arts of drawing, painting, and mixed media. Projects are individually structured, arranged in consultation with the instructor. Emphasis will be placed on subjects from nature and the environment of the Meeker area. Students will meet daily with the instructor, attend slide lectures and participate in weekly group reviews. Each student is expected to develop a theme for a cohesive body of work based on the student's understanding of nature, the town of Meeker, and her or his own artistic capabilities.

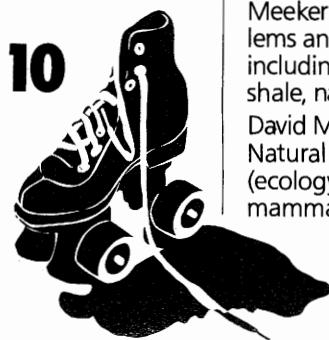
Ken Iwamasa, Associate Professor of Fine Arts, has taught fine arts for 16 years. As an artist he has exhibited nationally and internationally in California, Colorado, Italy, Spain and Turkey. In addition to drawing and painting, Ken works in photography and printmaking.

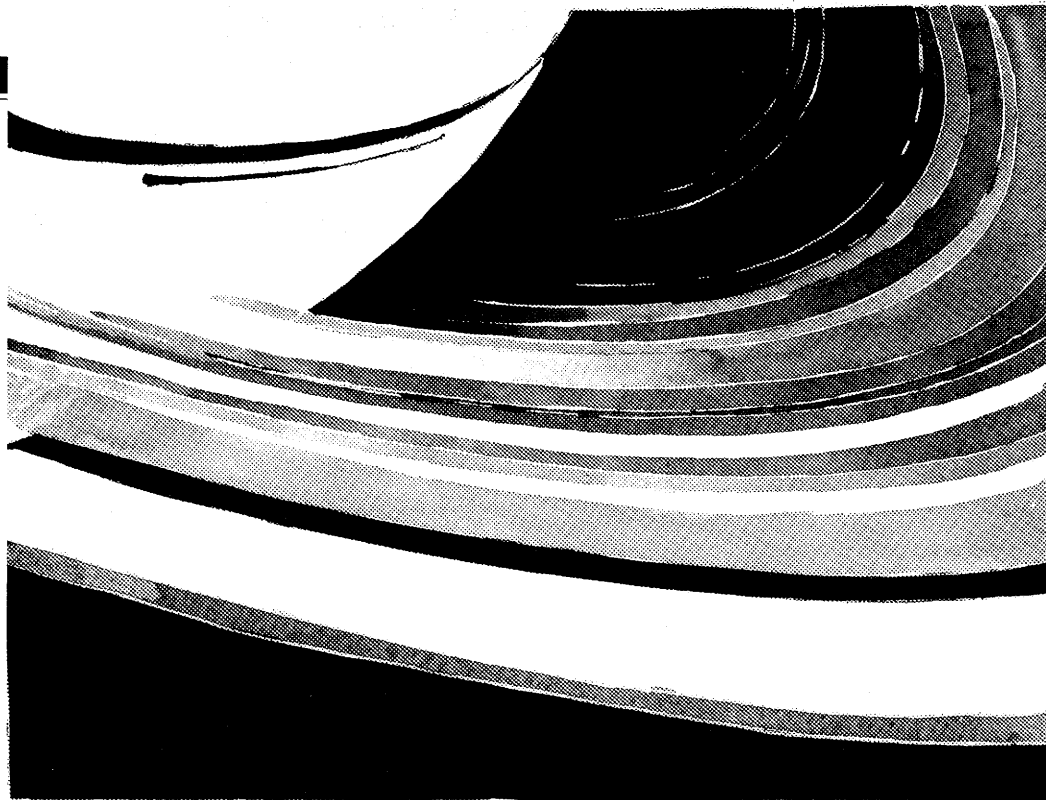
MUSM 5484-3
Museum Field Methods in Geology

Paleontological and paleoecological field techniques including collecting; recording of geographic, stratigraphic and quarry information; preservation; and interpretation, including applicable readings. This course will meet Monday-Friday, 9:00 a.m.-4:00 p.m., with frequent field excursions into the unique region surrounding Meeker.

Peter Robinson, Professor of Natural History and Curator of Geological Collections, specializes in fossil mammals from the Tertiary of North America and NW Africa. He has field experience in the western U.S., Greece, Spain, Sudan, Morocco, Algeria and Tunisia, with particular interest in the use of fossil vertebrates to solve geological problems.

For more information, call John Dunn at 303-492-6409 (1-800-332-5839, toll free in Colorado).





Summer begins on June 20 and ends on September 22. The warm summer evenings provide a marvelous opportunity to experience the splendor of the heavens. The best viewing is to be found away from town where the glare of city lights is minimal and the full glory of the dark night skies is realized. Be sure to take a light jacket, bug repellent, a flashlight dimmed with red paper, and some star charts. The latter can be found in *Astronomy Magazine* or *Sky and Telescope*, either of which can be purchased at local newsstands. Alternatively, purchase a copy of *The Sky Observer's Guide* at one of the local book stores.

The most prominent object in the night sky is the Moon. A small pair of binoculars will reveal the heavily cratered bright highlands and the dark lava seas. The landscape you see is between 3 and 4 billion years old. The best viewing occurs several hours after sunset when the Moon is near first quarter. A full Moon occurs on June 29, July 29, and August 27; first quarter occurs approximately one week earlier. The rising of a full Moon is spectacular, but thereafter its glare obscures all but the bright stars — so find something else to do that evening! The exception is August 27 when a partial eclipse of the Moon occurs.

In mid-June the bright star Spica in the constellation Virgo the Virgin can be found due south at around 9:00 p.m. MDT. This star is several thousand times more luminous than our Sun and is about 275 light years away. In mid-July the prominent constellation of Scorpius the Scorpion lies due south around 9:00 p.m. The brightest star in this constellation is Antares, a red supergiant star several hundred times the size of our own Sun.

In late August the constellation of Sagittarius the Archer lies due south around 9:00 p.m. The Milky Way Galaxy will be prominent. This galaxy is the home of some 200 billion stars, one of which is our Sun. The center of the galaxy lies some 10,000 light years away in the direction of Sagittarius.

The planet Saturn can be found in Sagittarius; however, a small telescope will be required to see the rings. Uranus and Neptune are also in Sagittarius, but you will need binoculars to see them.

You will have to rise early to see Mercury, Venus, Mars and Jupiter. The best opportunity to see Mercury occurs around July 16 when this tiny planet rises an hour or so before the Sun. Venus achieves its greatest brilliance on July 19 and by August 22 rises some three hours before the Sun. Venus and Jupiter can be found in the same constellation, Taurus the Bull. In mid-July Mars rises an hour or so before midnight, but the best viewing occurs in the early hours of the morning. By sunrise Mars is nearly due south.

Have fun and good luck!

Joe Romig, Ph.D.



MANAGEMENT DEVELOPMENT

Management Development Certificate Program



This Certificate Program has been designed to develop management skills for persons who aspire to management positions or who wish to increase their expertise in any area of management. There are no prerequisites for any course, and any person interested may enroll. You need not be working toward certification. Any course enrollment immediately registers you in the Certificate Program. In the competitive market, the people most likely to succeed are those with a thorough knowledge of a wide range of management areas. This program develops expertise in the basic and most useful areas of management. New courses are added regularly; several are offered more than once a year. Course offerings cover task-related skills and important management concepts. Enrollees may select from the courses which best meet their needs. Each course is designed to consider a key aspect of the management process. Faculty are experts recruited from universities and from private businesses or consulting firms. They are chosen for their special expertise in the subject area and their proven teaching skills. Courses are not overly technical nor purely theoretical; all subject matter is presented in a format which participants can relate directly to their professions. Locations for Boulder courses are listed at the end of each course. Locations for Longmont courses (see following listing, page 14) are all at Longmont High School; specific room numbers will be given at registration. Professional Development Program Certificates are awarded for attendance at any of the courses. This attendance certification is determined by the course instructor. Continuing Education Units are awarded for course attendance. One Continuing Education Unit (CEU) represents 10 hours of university or

college-level course participation, and is a nationally recognized standard. The number of CEUs awarded in a course is listed with the course description, and follows this 10:1 ratio.

The completed **Management Certificate of Achievement** is awarded upon successful completion of courses equal to 10 CEUs or 100 hours of instruction. A complete transcript of program participation is maintained, and available without fee upon request.

The Management Development courses are conducted continuously and need not be completed with the herein-described courses. A permanent record of participation is kept, and a transcript of courses taken is available free of charge at any time. Students may continue the certification process at their own pace, or may enroll in any number of courses, depending on professional goals.

Course tuitions are listed at the end of each course description. Please note that refunds are given only before the start of a course, none after.

All questions concerning the program, including your current status toward earning the Achievement Certificate, may be answered by calling the Division of Continuing Education at 492-5148 (or, outside the Denver Metro dialing area, call 1-800-332-5839).

Courses by Starting Date, Summer 1988 — Boulder

<i>Date</i>	<i>Number</i>	<i>Section</i>	<i>Course</i>	<i>Faculty</i>
Saturday, June 4	MDCP 407	30B	Understand Individual Differences	Chuck Rice
Tuesday, June 7	MDCP 406	30B	Public Speaking	Don Marcotte
Thursday, June 16	MDCP 405	30B	Marketing Overview	Johann Robbins
Saturday, June 18	MDCP 403	30B	Basic Skills for New Supervisors	Chuck Rice
Saturday, June 25	MDCP 401	30B	Advertising Workshop	Johann Robbins
Tuesday, July 5	MDCP 402	30B	Art of Persuasion	Don Marcotte
Saturday, July 16	MDCP 404	30B	Building Productive Work Teams	Chuck Rice



MANAGEMENT DEVELOPMENT



MDCP 401 **Advertising Workshop**

Learn how to plan, design and write advertising that gets results. You'll learn how to advertise effectively with newspapers, magazines, direct mail, brochures, yellow pages and more. This is a hands-on workshop, so bring copies of the ads and print materials you are currently using and a current Boulder yellow pages. Course workbook: \$7.

Johann Robbins, advertising and marketing specialist, Partner, Fellman, Robbins & Assoc. Section 30B: Saturday, June 25, 9:30 a.m.-5:30 p.m.
1 session. 1 CEU.
UMC 422. \$75.

MDCP 402 **Art of Persuasion**

A successful negotiator must learn the basic techniques which come into play in every negotiation. It is important to develop the ability to recognize strategy, tactics, and reverse strategy and, in the process, still satisfy the opposition's needs. This course is designed to equip the participant with the psychological skills and strategies that will increase the probability of successful bargaining results in business and personal negotiations. This class format will be approximately half lecture and half role-playing in various negotiating scenarios. Donald O. Marcotte, M.B.A. in Management, B.S.B.A. in Marketing and Finance, has own business financial consulting firm in Boulder. Instructor for the Small Business Administration.

Section 30B: Tuesdays, July 5-26, 6:30-9 p.m.
4 sessions. 1 CEU.
Duane Physics G025. \$75.

MDCP 403 **Basic Skills for New Supervisors**

This workshop is designed for individuals new to management or developing skills to prepare for a management position. Information will be provided about:

- Basic principles of supervision
- Leadership skills and team building
- Effective communication
- Problem solving and handling conflict
- Employee development and discipline
- Motivation techniques

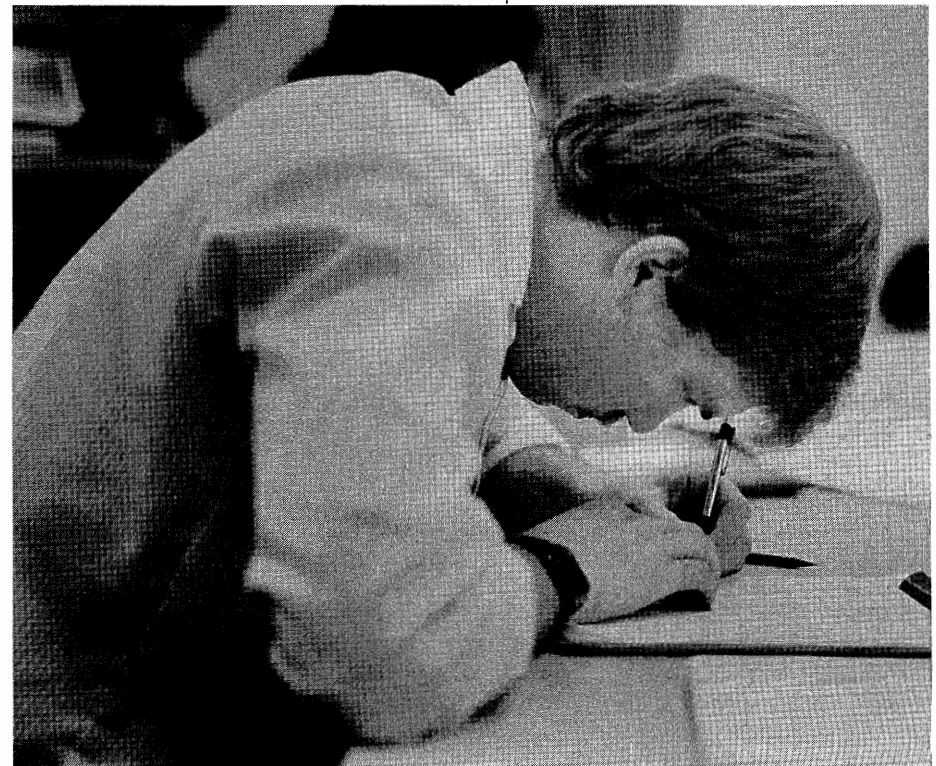
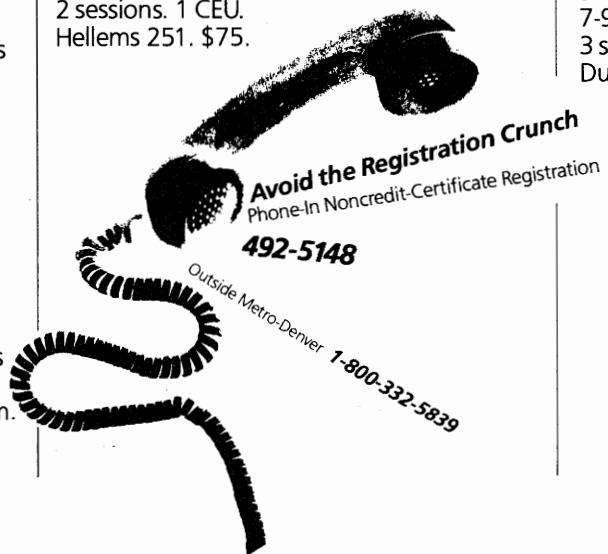
Charles A. Rice, M.B.A., Management, University of Denver; President of IMPOD — a management consulting firm. Instructor at CU-Denver.

Section 30B: Saturdays, June 18 and 25, 8 a.m.-1 p.m.
2 sessions. 1 CEU.
UMC 230. \$75.

MDCP 404 **Building Productive Work Teams**

This intensive workshop is aimed at making functional work teams more effective, productive, and creative. Specific concepts, procedures, and strategies will be presented in real time with real issues, problems and concerns that the participants share in a workshop/seminar setting. Proven principles and concepts from business management, the behavior sciences, and disciplined problem solving will form the foundation for this program. The dominant thrust of this team-building workshop is to increase the flow of useful information throughout the organization to achieve business goals.

Chuck Rice, M.B.A., Management, University of Denver; President of IMPOD — a management consulting firm. Instructor at CU Denver. Section 30B: Saturdays, July 16 and 23, 8 a.m.-1 p.m.
2 sessions. 1 CEU.
Hellems 251. \$75.



MDCP 405 **Marketing Overview**

Learn the basics of developing a cost-effective marketing plan, including overcoming competition, creating an image, targeting and pinpointing your market, positioning, packaging, pricing and budgeting. Concepts will be reviewed with an emphasis on practical applications for your business. Course workbook: \$7.

Johann Robbins, advertising and marketing specialist. Partner, Fellman, Robbins & Assoc. Section 30B: Thursdays, June 16-30, 7-9:30 p.m.
3 sessions. 1 CEU.
Duane Physics G025. \$75.



MANAGEMENT DEVELOPMENT



MDCP 406 **Public Speaking**

Effective oral communications make it possible for us to achieve greater personal goals than we could otherwise imagine. This course is designed for anyone wishing to improve his or her verbal communications skills. It will help the participant develop the ability to confidently and effectively present ideas and opinions in any business, social, or interpersonal setting. The course format is lecture and lab. The goal is to give each participant at least one presentation opportunity each course period.

Don Marcotte, M.B.A. in Management, has own business and financial consulting firm. Past area governor for Toastmaster's International. Instructor with Small Business Association.
Section 30B: Tuesdays, June 7-28, 6:30-9 p.m.
4 sessions. 1 CEU.
Duane Physics G025. \$75.

MDCP 407 **Understanding Individual Differences**

This course will provide participants with practical strategies for communicating more effectively, selecting individuals for synergistic work teams, resolving conflicts, and managing the human resource more effectively through a deeper understanding of individual differences. Managers, supervisors, and sales personnel will gain powerful insights into human personality that will allow them to relate more productively to a wide range of individual differences.

Charles A. Rice, M.B.A., Management, University of Denver; President of IMPOD — a management consulting firm. Instructor at CU-Denver.
Section 30B: Saturdays, June 4 and 11, 8 a.m.-1 p.m.
2 sessions. 1 CEU.
UMC 230. \$75.

Management Development Certificate Program

The University of Colorado at Boulder, Division of Continuing Education is offering a series of courses in Longmont during the Summer Semester of 1988. These courses qualify for the Management Development Certificate Program. The University is proud to offer these high-quality courses in Longmont and

will continue this series as a complement to the Longmont business community. All questions concerning these courses and any requests for future courses in Longmont should be directed to the Division of Continuing Education; call 492-5148 or 1-800-332-5839 toll-free.

General program description is the same as for the Boulder program. Classes are conducted at Longmont High School, 1040 Sunset, or at the Longmont Chamber of Commerce, 528 North Main Street; specific room number is given at registration.

Courses by Starting Date, Summer 1988 — Longmont

Date	Number	Section	Course	Faculty
Tuesday, June 14	MDCP 452	30L	Technical Writing Seminar	Mike Gannon
	MDCP 453	30L	Time Management	Dora Johnson
Wednesday, June 15	MDCP 450	30L	Improving Your Listening and Communication Skills	Wanda McBee
Thursday, June 16	MDCP 451	30L	Increasing Success With Management Style	Wanda McBee



MANAGEMENT DEVELOPMENT



MDCP 450 **Improving Your Listening and Communication Skills**

Learn why the person "giving it out" and the person "taking it in" may be communicating in a different means. Understand your communication style and how to adapt that to the other communicator in order for better understanding to occur. This will include lecture, group discussion, small group activities, and self-assessment tools. Course *Listening Profile Text* \$10.

Wanda McBee, 19 years training, consulting and marketing. Author of *How to Develop People and Power in Your Organization*.
Section 30L: Wednesdays, June 15-July 6, 6:30-9 p.m.
4 sessions. 1 CEU.
Longmont High School. \$75.

MDCP 451 **Increasing Success with Management Style**

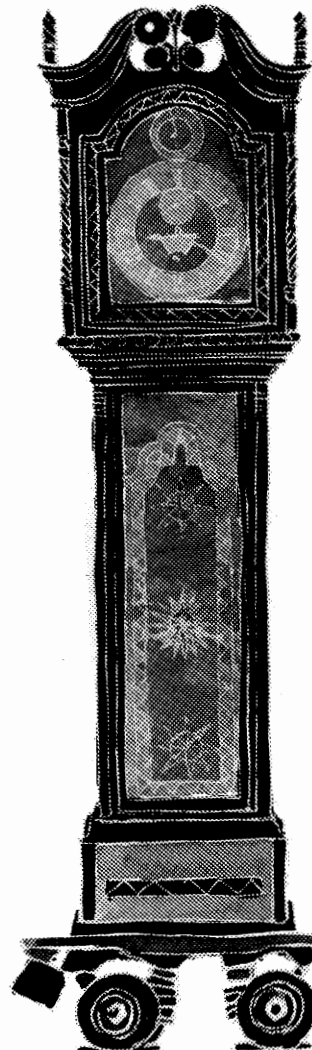
A hands-on participatory approach to help you understand, accept, and appreciate your own supervisory style while learning how it relates to interviewing, hiring, training, delegating, evaluating and working with others. Learn how to use your strengths while diminishing the weaknesses of your staff. Course *Personal Profile System Text* \$10.

Wanda McBee, 19 years training, consulting and marketing. Author of *How to Develop People and Power in Your Organization*.
Section 30L: Thursdays, June 16-July 7, 6:30-9:00 p.m.
4 sessions. 1 CEU.
Longmont Chamber of Commerce (use rear entrance). \$75.

MDCP 452 **Technical Writing Seminar**

With information becoming the major product of our economy, there is a continuous need to upgrade your skills for presenting technical data in concise, easily understood language. Applications include reports, proposals, manuals, trade journals, articles, audiovisual and instructional material, catalogs, and much more. Step-by-step learning modules (supplied) begin with the basics, and proceed into advanced techniques. Topics include organization, research, logic, interviewing, writing/editing, as well as manuscript production and electronic-assisted writing.

Mike Gannon, M.B.A., author.
Section 30L: Tuesdays, June 14-July 5, 6:30-9 p.m.
4 sessions. 1 CEU.
Longmont Chamber of Commerce (use rear entrance). \$75.



MDCP 453 **Time Management**

This workshop examines you and your style of managing "in time" and gives you practical techniques to have enough time. The session helps you with outside (linear) techniques based on your time management profile (11 different aspects checked). Also, inside (non-linear) activities are included such as using color, sound, humor, cycles, choice and images to manage your work within your time. This time management workshop is different than any you have attended or heard about because it focuses on managing "in time" through both inside (non-linear or creative) and outside time management. This activity-oriented session will assist you to better manage in time — in fact you will be using the techniques before you ever leave the room.

Dora B. Johnson, Ed.D., President, The Baldwin Center, a team leadership training firm.
Section 30L: Tuesdays, June 14-28, 6:30-9:30 p.m.
3 sessions. .9 CEUs.
Longmont High School. \$69.



COMPUTER APPLICATIONS

Certificate in Computer Applications



Computer Skills for Today and Tomorrow

Being familiar with computer systems can enhance anyone's professional development. While personal computers, automated offices, and electronic information systems are facts of modern life, the nature of our work and leisure activities is changing dramatically. If you understand computer applications you have the skills for today's marketplace and the fundamentals for tomorrow's.

Our Computer Applications instruction seeks not to create programmers (though the Certificate requires useful introductory work in programming) but to develop up-to-date computer users with practical skills. Some people elect to take only a course or two to enhance present skills. If you do go for the Certificate, there are required courses in computer literacy (optional if you're experienced), data processing, information technology, systems, and software, plus the above-mentioned introduction to program-

ming languages, such as BASIC or C. Practical knowledge also comes with the many electives. Get to know word processing, data management, or financial applications. Say hello to your PC. Explore the vast potential of personal telecommunications or local area networks (LANs). Or boldly plunge into the creative realm of computerized graphics and dynamic computer-aided design (CAD). It's a big and advancing world out there in the information age. We're here to help you slip into the mainstream or forge ahead to the leading edge. This is your chance to learn in a supportive noncommercial environment. And, with access to our upgraded computers, you can take the time you need to get fully prepared for present realities and future trends.

Continuing Education Units (CEUs) are awarded for successful completion of any course, giving you a permanent record of your participation.

Performance Certificates are awarded for completion of any given course.

Achievement Certificates are awarded for successfully completing the Certificate Program requirements.

The Certificate requirements are the following three:

1. Completion of four required courses:

- Computer Literacy*
- Concepts of Data Processing and Information Technology
- Computer Applications Systems Overview
- Software Operations and Maintenance

*Computer Literacy must be completed first or taken concurrently with another course. Because of its beginning nature, it may be omitted if a participant has a substantial computer background. A request to omit the course should be submitted to the Division of Continuing Education if you plan to achieve a Certificate. Please call 492-5148 for information.

2. Completion of at least two elective courses, featuring different applications. Elective courses are offered regularly and encompass a wide range of computer-related topics. Any course which is not from the above list, and is not a programming language, qualifies as an elective.

3. Completion of at least two different programming courses. Plans are to offer courses in BASIC, PASCAL, C, and other languages over the next year. Languages are added as industry demands dictate.

The course of study is structured so that participants may be able to complete the Certificate Program in about four semesters, but there is no requirement that it be completed in any given length of time. In all cases, successful course completion is determined by the instructor(s). Course tuitions are listed at the end of each course description.

Registration for all courses is limited and on a first-come basis. Advance registration is required at least five days before the starting date for any course, but your earliest enrollment is recommended, as enrollment is limited by computer access.

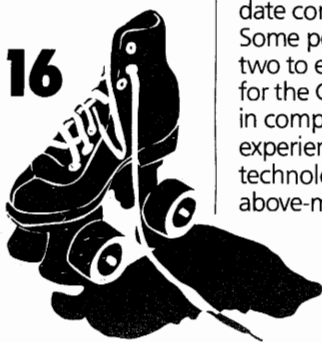
Refunds for all certificate programs are given only before the start of a course, none later.

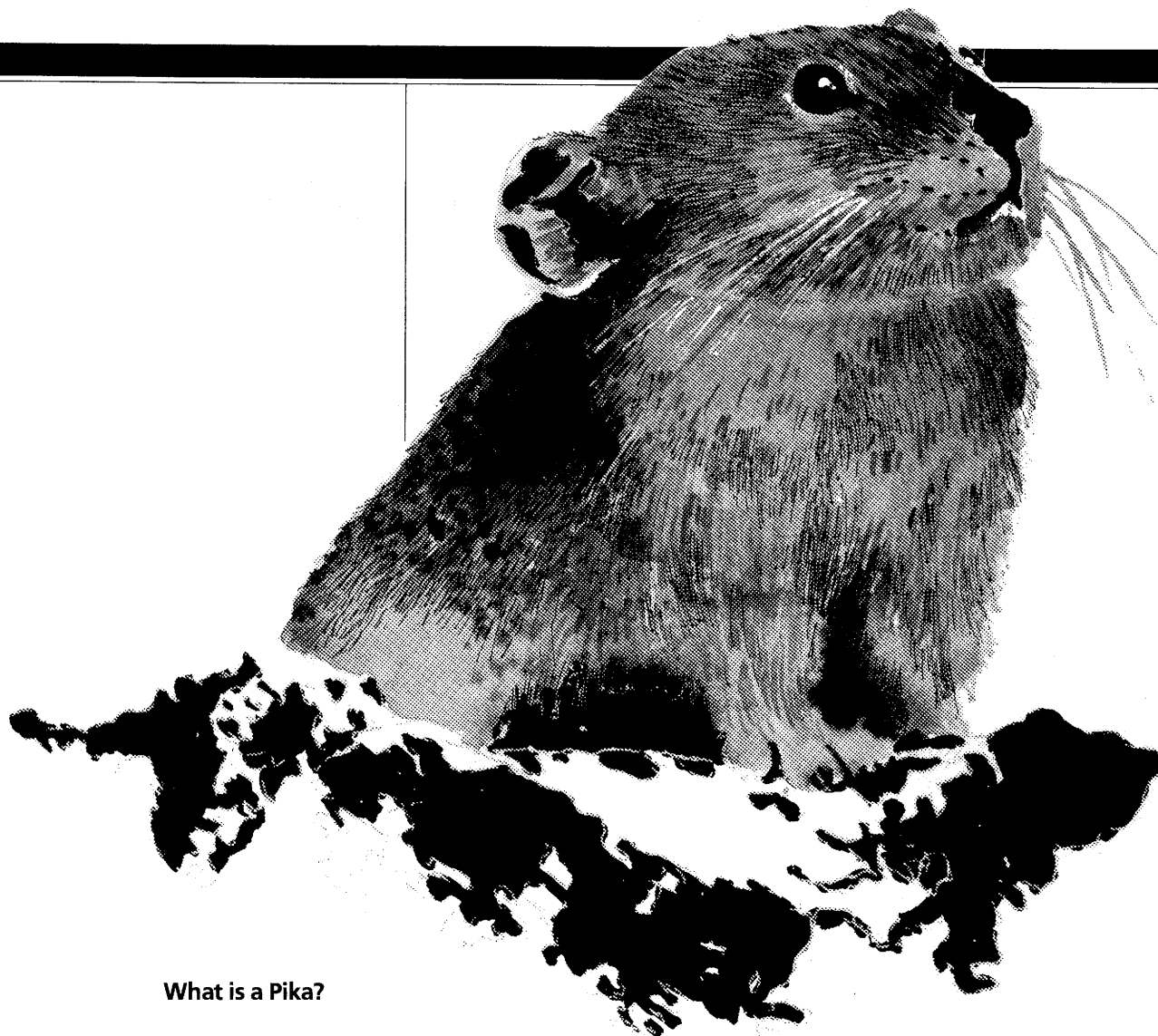
Course locations are listed with the course description where possible. If "Fine Arts C1B53" is listed with your course, you will receive details on class location and out-of-class computer use. If "University Computing Center Graphics Lab" is listed as your course location, this is at 3645 Marine Street, South at Arapahoe and Marine or East at 30th and Marine. If "Norlin S419" is listed as your class location, details will be provided to locate the lab.

Private, customized courses are also available for your organization. Flexible scheduling and targeted course content might make this approach a more effective method of training. Find out how your organization can benefit by calling (303) 492-5148, or outside Metro Denver, 1-800-332-5839.

If the number 2 appears below the skill level designation of a course, there will be a maximum of 2 students per computer workstation. All other courses (unless lecture) feature one student per computer.

For the IMB-based courses, bring to class a 5 1/4 inch double-sided/double-density-diskette. For all Macintosh courses, bring to class a Macintosh-compatible 3.5 inch double-sided diskette.





What is a Pika?

It looks like a wild guinea pig. Is it a mouse? Believe it or not, this little fellow is related to rabbits and is not a rodent at all. Unlike most rabbits and hares, which have long legs and live in Colorado below 11,000 feet, the pika has very short legs which help it adapt so well to its high altitude lifestyle. Hence, because of its short appendages, no visible tail, and small, mouselike ears this animal has a much better chance of avoiding frostbite.

Pikas live at or above tree line in Colorado in rock slides or talus slopes. Interconnecting tunnels found underneath these boulders and rocks make up the animals' home in the winter. Since pikas do not hibernate they will come above ground during the colder months. Pikas have fur on their feet which grows in the opposite direction to the fur on the rest of their bodies. They can therefore grip onto icy surfaces just like cross-country skis with attached seal skins on the bottoms can grip onto snow. The "coney," another name for pika, usually lives in a rockslide area right next to an alpine meadow because of its food source. While walking on the tundra one can see these hyperactive animals grazing and nipping off grasses, sedges, and wild flowers from adjacent meadows. Pikas harvest alpine plants, and with mouths full of vegetation, bring back hay to dry on the rocks within the animal's territory. Hay piles provide them with a winter's cache of food.

Observing pikas can be quite entertaining. The loud metallic "eek, eek" call of a coney can startle an observer, since the animal is only 4 to 8.2 ounces in weight, and is only about 7" to 8" long. Calls can be made to warn off intruders or to announce territorial claims. The greyish-buff-colored rabbit relative practices scent marking. Pikas do this by rubbing their chin or cheek against rocks to disperse their territorial scent. It is done so quickly that most persons miss this behavior all together. Coneyes have a narrow range of temperature tolerance. They will dash under a rock in the middle of the summer when it gets too warm for them, because they can die of heat stress. Keep your ears open next time you're above tree line to hear the little fellow who looks like a mouse but is actually related to the rabbit.

Tina Jones, Biologist and Naturalist



COMMERCIAL DESIGN

Certificate in Commercial Design



Are you interested in the growing field of commercial design? Are you already involved in some aspect of illustration, art or publishing, and are you ready to expand your expertise? Whether you are a new or continuing student in the field, this series of weekend workshops leading to a Certificate in Commercial Design may be what you need for your professional development.

The Certificate in Commercial Design is a sequential program of short intensive courses presented in a compact format of workshops to accommodate the busy schedule that

professionals share, and the needs of those interested in entering the field. Courses cover both the basics and the advanced developments in commercial art today. Careers in book design, advertising, cartooning, broadcasting, and a wide number of other areas will be explored during the program. Many of the courses pay particular attention to entry-level job opportunities, the construction and maintenance of professional portfolios, and the basics of job-hunting and preparing for interviews. Instructors are all "state-of-the-art," active professionals in touch with the latest changes in the commercial design field.

The Certificate requirements are threefold:

1. Successful completion of the four required courses:

- The Commercial Artist: Design, Layout and Paste-up
- Commercial Art II
- Professional Illustration Techniques
- The Artist Goes to Market

2. Successful completion of four elective courses. These optional courses consist of several that are offered on a regular basis and many others that are periodically introduced to accommodate updates and changing trends in commercial design.

3. Successful completion and professional review of your own fully developed portfolio, scheduled by appointment.

You need not formally apply for any program nor must you be seeking a certificate to enroll. Conversely, you need not stop participation in the courses once you have achieved certification. Many people take

only a few courses to update certain skills and many others take several courses beyond requirements to advance their professional skills.

Continuing Education Units and performance certificates are awarded for each class. A Continuing Education Unit is the national standard for colleges and universities to record 10 hours of university-level noncredit course participation. CEUs are awarded for completion of each course generating a permanent record for you. A transcript copy is available upon request, without fee.

The course of study is scheduled so that participants may complete all requirements within three semesters. The four required courses are offered at least once a year, as well as several elective courses.

Course tuitions are listed at the end of each course description. Tuition varies depending on materials used, length of time, and other course-related expenses. **Please remember that in all certificate courses there are no refunds once the course has started; full refunds are granted if requested before that time.** Course enrollments are limited and advance registration is required. Please note that refunds are given only before the course starts, none later.

Bring to class a pencil, ruler, fineline pen, exacto knife, note paper, tracing paper, and bristol board (15" x 20" approx.). All other materials and a workbook are provided. While portfolios need not be brought to class, it is of great benefit if during the course attendees have some access to their portfolios or work examples.

Courses by Starting Date, Summer 1988

Date	Number	Section	Course	Faculty
Saturday, May 14	BCDA 340	300	The Advertising Copywriter: A Writing Techniques Workshop	Michelle Martino
Saturday, June 25	BCDA 210	300	*The Commercial Artist I: Design, Layout, Paste-up	Jill Thayer O'Hara
Monday, June 27	BCDA 220	300	Professional Handlettering and Calligraphy	Jill Thayer O'Hara
Saturday, July 9	BCDA 310	300	*Commercial Art II	Roy Walden
Monday, July 11	BCDA 250	300	Children's Book Illustration Techniques	Roy Walden
Thursday, July 21	BCDA 230	300	*The Artist Goes to Market	Eric Teitelbaum
Saturday, July 23	BCDA 285	300	The Mental Picture: Professional Cartooning	Eric Teitelbaum
Monday, July 25	BCDA 240	300	Felt-Tip Marker Rendering Techniques	Eric Teitelbaum

* = Required Certificate Courses

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COMMERCIAL DESIGN

Copywriting

BCDA 340 **The Advertising Copywriter: A Writing Techniques Workshop**

This beginning program in advertising copywriting examines the writer's relationship in an advertising agency during the creative stages of campaign development. This workshop program is a must for anyone seeking to work in public relations, advertising, sales promotion, small business activities, or who must generate persuasive copy for the marketplace. Skill development exercises cover the creative techniques of producing "written messages" that get results. Activities will include headline and body assignments, creative stimulation, marketing effectiveness, creative team problem solving, and examining problem solving activities during campaign development.

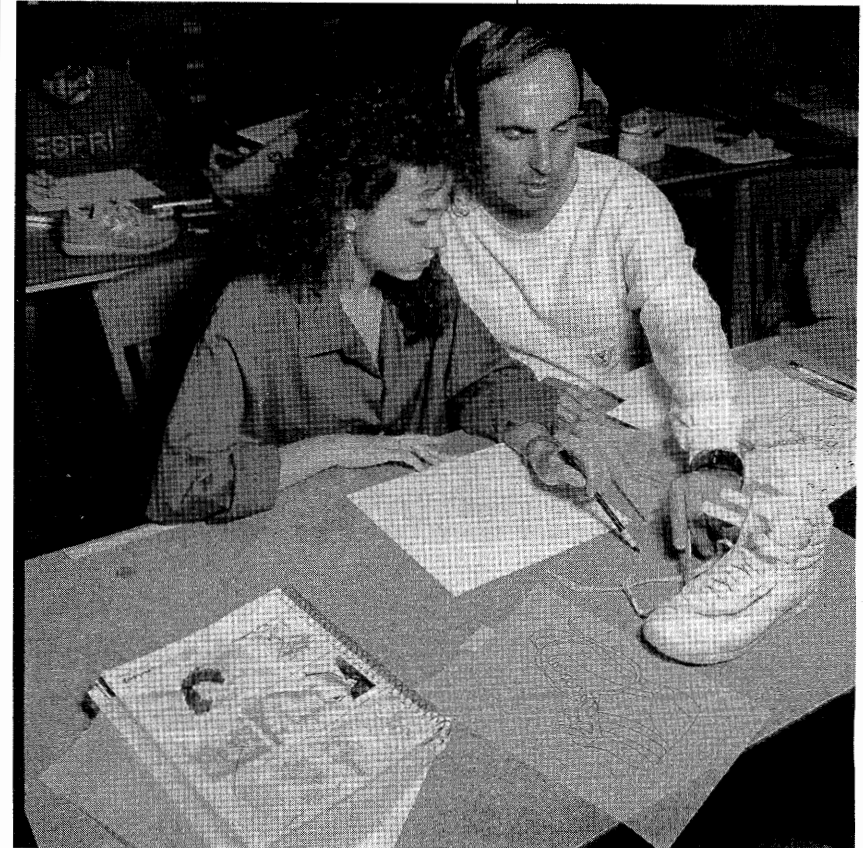
Michelle Martino
Section 300: Saturday and Sunday,
May 14 and 15, 9 a.m.-5 p.m.
Two all-day sessions. 1.4 CEUs.
Geology 114. \$110.

Calligraphy

BCDA 220 **Professional Hand Lettering and Calligraphy**

Hand lettering/calligraphy is an important tool for the commercial artist advancing in the marketplace — cards, invitations, logo, trademark, and creative lettering assignments for corporate and editorial needs. This program includes commercial lettering principles — proportion, letter and word spacing, divisions of calligraphy style — editorial and advertising signage, point of purchase display, and sign painting. Also included is developing typography design for logos and trademarks relevant to the marketplace. Program includes workshop activities, lecture, and demonstration.

Jill Thayer O'Hara
Section 300: Monday, Tuesday, Wednesday,
June 27-29, 5:30-10 p.m.
3 sessions. 1.2 CEUs.
Geology 134. \$110.



Illustration

BCDA 250 **Children's Book Illustration Techniques**

Illustrating children's books plays a significant role in the vast empire of children's literature publishing. This program introduces the writer/artist to current techniques used within the children's book formats: black and white camera-ready technique, half tones, color separation, registration and overlay, color gouache techniques, color screen, Martin's dyes, and litho crayon/textured board surface. Students will follow a visualization technique actually developing and eliciting art concepts from written concepts provided. Program will include developing individualized style, character development and rough and final presentation. Assignments include completion of a "rough" completed book and a finished plate, camera-ready art separation for presentation to a publisher. Professional presentation to the publishing industry will also be covered.

Roy Walden
Section 300: Monday, Tuesday, Wednesday,
July 11, 12, 13, 5:30-10 p.m.
3 sessions, 1.2 CEUs. Geology 134. \$110.

Commercial Art

BCDA 210 **The Commercial Artist I: Design, Layout, Paste-up**

This course introduces important commercial art techniques to the beginner, stressing the "how-to's" of entering the commercial art/graphic design profession. It covers rough compositions, layout, type selection, camera-ready art production, obtaining the best materials for your best work, and basic illustration processes used by the artist in advertising agencies; in book, magazine, and newspaper publishing departments; and in graphic design firms. Emphasis is placed on developing finished commercial art work, portfolio presentation, and client interviews.

Jill Thayer O'Hara
Section 300: Saturday and Sunday,
June 25 and 26, 9 a.m.-5 p.m.
Two all-day sessions. 1.4 CEUs.
Geology 114. \$110.

Commercial Art II

BCDA 310 **Commercial Art II**

This course builds advanced skills in layout, design, paste-up, logo development, and corporate identity. Intensive workshop activities will focus on developing entire professional-level identity packages, including corporate collateral pieces. Discussions also cover understanding current printing processes and details for making valuable camera-ready art. It is recommended that Commercial Artist I be completed before enrollment in this course, or that students demonstrate more advanced commercial art skills.

Roy Walden
Section 300: Saturday and Sunday,
July 9 and 10, 9 a.m.-5 p.m.
Two all-day sessions, 1.4 CEUs.
Geology 114. \$110.





Market

BCDA 230 **The Artist Goes to Market**

How do you find the market? How do you know how much to charge? Is your portfolio complete in its present form, or does it need polishing? What is an artist's agent? These are questions asked by aspiring commercial artists and answered by professionals in this exciting program. Topics include agents, personal brochures, copyright laws, and proper portfolio assembly.

Eric Teitelbaum
Section 300: Thursday and Friday,
July 21 and 22, 5:30-10 p.m.
Two sessions, .9 CEUs. Geology 114. \$80.

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Cartooning

BCDA 285 **The Mental Picture:** **Professional Cartooning**

Cartoon illustration skills can be a strong addition to any commercial artist's portfolio. This introductory course features a professional cartoonist sharing his skills and experience in the field. Topics include techniques, procedures, tools, and materials and their application to illustrating the verbal caption in magazine, book, and advertising illustration.

Eric Teitelbaum
Section 300: Saturday and Sunday,
July 23 and 24, 9 a.m.-5 p.m.
Two all-day sessions, 1.4 CEUs.
Geology 114. \$110.

Rendering

BCDA 240 **Felt-Tip Marker Rendering Techniques**

Before a concept can be commissioned by the client, art director or media buyer it must be effectively communicated by the artist in "final rough" stages. This all-important phase of graphic communication and presentation calls for versatility in felt marker rendering techniques. This in-depth two day workshop program will cover the how-to's of using the felt marker in a variety of visual applications including mock-ups for brochure design, advertising layouts for the small business client, poster and album cover design, book illustration and film/tv. Topics include:

- understanding the importance of felt marker comp techniques as they relate to professional commercial design.
- appropriate materials in completing a variety of b&w assignments.
- knowledge of b&w application to effectively solve felt marker problems in color.
- both editorial and advertising finished assignments to given high-level graphic problems.

Workshop and drawing activities will include selecting and evaluating materials, gradation of tone, mass and illusion, negative space, mixing color and mixing mediums.

Eric Teitelbaum
Section 300: Monday and Tuesday,
July 25 and 26, 5:30-10 p.m.
2 sessions, .9 CEUs. Geology 134. \$110.

Special Fun Summer Courses For Young People...

BCDA 100 **Cartooning for Teens: A Summer Art Workshop for Young People**

Cartooning and humorous illustration have long held a wide fascination for children everywhere. This four-day workshop program will explore the world of cartooning and provide students with an in-depth experience in the techniques for creating a wide range of cartoon animals, people, and caricatures. Drawing activities will cover T-shirt art, posters, comic book cartoons and other special applications. Art lessons will be integrated with special music/drawing activities creating a fun-filled, four-day learning experience. Tuition includes drawing materials.

Eric Teitelbaum
Section 300: Thursday, Friday, Monday,
Tuesday, July 21, 22, 25, 26,
9 a.m.-12:30 p.m.
4 sessions. Geology 127. \$60.

BCDA 101 **Calligraphy for Kids**

This special three-day workshop for young people introduces students to the work of creative lettering and calligraphy. Assignments will cover greeting cards, poster art and graphics, using calligraphic pen points, brushes, color paints and airbrush effects. From Valentine's Day to holiday cards to album cover art, this workshop is a fascinating journey for young people into the world of creative expression. All art materials provided. Recommended for ages 9 through 16.

Jill Thayer O'Hara
Section 300: Monday, Tuesday, Wednesday,
June 27, 28, 29, 9 a.m.-12:30 p.m.
3 sessions. Location given at registration.
\$40.

NONCREDIT ADULT COURSES

Noncredit Adult Courses

What a wonderful way to fill your leisure time. Learning for learning's sake. A large variety of topics are introduced by instructors who really enjoy sharing their special interests.

Our non-credit courses meet evenings and weekends to accommodate your working schedule. There are no tests, no grades and no prerequisites. If your reason behind taking a class is to brush up on academic areas like basic algebra or test preparation or to learn a language like French, Italian, or Spanish we have the program for you. Perhaps you would like to learn to draw or watercolor, ballroom dance or jitterbug, or even

take an astronomy course. Are you thinking of starting your own business? We offer a multitude of business courses where you can acquire the latest information.

By researching the Boulder adult community, we feel we offer you the highest quality courses in areas of professional and personal interest. Are you in a transition in your life, are you facing stress, do you want to be introduced to the scenic wonder of Colorado, learn more of Colorado history or have a passionate interest in trains or sailing? We carefully choose courses to meet the interests

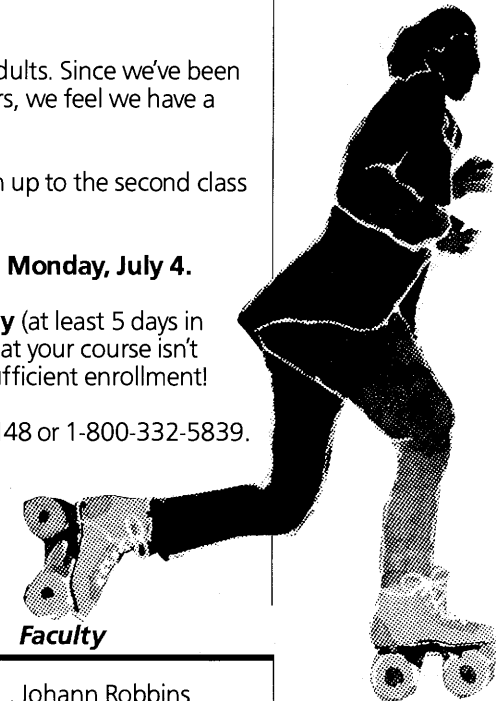
expressed by most adults. Since we've been doing this for 75 years, we feel we have a good thing going.

Full refunds are given up to the second class session.

No classes are held Monday, July 4.

Please register early (at least 5 days in advance) to insure that your course isn't cancelled due to insufficient enrollment!

To register call 492-5148 or 1-800-332-5839.



Courses by Starting Date, Summer 1988

Date	Number	Section	Course	Faculty
Monday, June 6	NC B 001	300	Starting Your Business	Johann Robbins
	NCFA 001	300	Basic Photography	Lynn Lickteig
	NCFL 100	300	Beginning Conversational French	Nadia Turk
	NCFL 101	300	Beginning German	Ed Meier-Heym
	NC I 001	300	Investing for Income	Peter Poletti
Tuesday, June 7	NCSO 001	300	Cruising Under Sail — Basic Sailing Groundschool	Bill Plywaski
	NC D 100	301	Beginning Ballroom Dancing	Helen Ellena
	NC D 101	300	Beginning Country Swing and Texas 2-Step	Helen Ellena
	NCFL 200	300	Intermediate Conversational French	Nadia Turk
	NCFL 201	300	Intermediate German	Ed Meier-Heym
	NCFL 102	300	Beginning Conversational Italian	Luigina Cerri
	NCFL 103	300	Beginning Conversational Spanish	Elizabeth Medina
	NC L 005	300	Handwriting Analysis: An Aid to Learning	Carol L. Ford
	NC W 001	300	Creativity and Right Brain Activities for Writers	Barbara Steiner
	NC W 002	300	Journal Keeping	Barbara Steiner
Wednesday, June 8	NCFA 003	300	Drawing Techniques	Gail Marr
	NCFA 004	300	Introduction to Contemporary Sculpture	Gary Robbins
	NCFA 009	300	Watercolor Techniques	Gail Marr
	NCFL 202	300	Intermediate Conversational Spanish	Elizabeth Medina
	NC I 002	300	Investment Strategies	Peter Poletti
Thursday, June 9	NC L 002	300	Eating As If Your Life Depended On It	Peggy Phillips
	NCFA 008	300	Watercolor/Pastel — Mixed Media	Mary Ellen Lake
Tuesday, June 14	NC I 003	300	Stock Market Investment	Arnold Hart
				Mary Wright
Wednesday, June 15	NCFA 007	300	Using Photography to Stimulate Self-Awareness	Michael Blocher
Thursday, June 16	NCFA 002	300	Creative Photography Workshop	Don Oberbeck
Wednesday, June 22	NCFA 005	300	Life Drawing	Barbara Preskorn
	NCFA 006	300	Storytelling for Everyone	Kay Negash
Monday, June 27	NC L 003	300	Feeding Your Child a Healthy Diet	Peggy Phillips
Wednesday, June 29	NC L 001	300	Diet for a Healthy Pregnancy	Peggy Phillips
Tuesday, July 5	NC D 100	302	Beginning Ballroom Dancing	Helen Ellena
	NC D 200	300	Intermediate Ballroom Dancing	Helen Ellena
	NC L 006	300	Handwriting Analysis: After the Basics	Carol L. Ford
Wednesday, July 6	NC L 007	300	Nutrition and Physical Performance	Peggy Phillips
Wednesday, July 13	NC I 004	300	Stock Market Profits	Peter Poletti
Wednesday, July 20	NC L 004	300	Food Sensitivities and Health	Peggy Phillips
Friday, July 29	NCT 490	300	Preparing for the Law School Admission Test (LSAT)	Kollie Elinoff



NONCREDIT ADULT COURSES



Dance

NC D 100 **Beginning Ballroom Dancing**

Introduction to the basic steps in Foxtrot, Tango, Jitterbug Rock-n-roll, Polka, and Waltz. The instruction shall include the necessary turns and animations to provide every participant an immediate gratification in Ballroom Dancing.

Helen Ellena, professional dance instructor for six years concentrating on ballroom and country western.

Section 301: Tuesdays, June 7-28, 6:30-7:45 p.m.

Section 302: Tuesdays, July 5-26, 7:45-9 p.m.

Both Sections: 4 sessions.
Economics 117. \$24.

NC D 101 **Beginning Country Swing and Texas 2-Step**

Introduction to the basic steps in Texas 2-Step, Country Swing, Country Waltz, and various line dances (e.g., Cotton-eyed Joe and 10 Count Shuffle). The instruction shall include the necessary turns and animations to provide every participant an immediate gratification in Country Dancing.

Helen Ellena, professional dance instructor for six years concentrating on ballroom and country western.

Section 300: Tuesdays, June 7-28, 7:45-9 p.m. 4 sessions.

Economics 117. \$24.

NC D 200 **Intermediate Ballroom Dancing**

An Intermediate Level class (beginning is not a prerequisite but would be helpful) which will review the basic steps offered in the beginning course. Furthermore, the instruction will expand on the various combination of routines and additional latin steps (e.g., Cha Cha and Rhumba).

Helen Ellena, professional dance instructor for six years concentrating on ballroom and country western.

Section 300: Tuesdays, July 5-26, 6:30-7:45 p.m. 4 sessions.

Economics 117. \$24.

Photography

NCA 001 **Basic Photography**

This introductory course is designed for those who have a camera but don't really feel that they know how to use it. Through slides, lectures and question/answer sessions, students will learn about the mechanical functions of 35mm SLR cameras. We will discuss types of lenses and films, accessories, proper exposure (including night time and fireworks) and good composition and portraiture techniques. No labwork is involved. There will be one field trip. After this course, you should be able to use your camera confidently and take pictures of consistently good quality. Numerous handouts; optional text is Henry Horestein's *Black and White Photography*.

Lynn Lickteig, B.F.A. CU-Boulder, Photographer.

Section 300: Mondays, June 6-August 1,

7-9 p.m. 8 sessions.

Environmental Design 122. \$60.

NCA 002 **Creative Photography Workshop**

An exploratory course for those with some experience to learn about the amazing new films like T.Max and VRG, filters for special effects, telephoto and wide angle lens use, electronic flash, close up macro shots, professional tricks for fast, easy camera operation, and how to see photographic composition. An introduction to basic darkroom skills will include black and white print making, color enlargements from negatives and Cibachrome printing from color slides. Students will have two extra weeks in the darkrooms for practice, and will receive feedback photographs produced. The course will include six 2-hour classroom periods; two 3-hour darkroom classes; and the two weeks darkroom time. The cost of the darkroom chemistry is included in the tuition, but students must supply their own camera, film and paper. Please bring your camera to the first class.

Don Oberbeck, professional photographer for 20 years, owner of the Boulder Photo Center.

Section 300: Thursdays, June 16-August 18,

7:30-9:30 p.m. 6 sessions, Ketchum 235

and 4 sessions, Boulder Photo Center. \$95.

Business

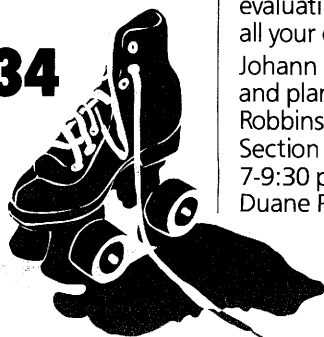
NC B 001 **Starting Your Business**

This class will help you understand and make the decisions that face new businesses. Topics include start-up planning, business organization, incorporating, finding capital, accounting, marketing, advertising, employees, budgeting and controlling expenses. In addition the course will give techniques for evaluating new business ideas and answer all your questions. Workbook \$7.

Johann Robbins, business development and planning consultant. Partner, Fellman, Robbins & Assoc.

Section 300: Mondays, June 6-20, 7-9:30 p.m. 3 sessions.

Duane Physics G025. \$29.



NONCREDIT ADULT COURSES

Fine Arts

NCA 003 **Drawing Techniques**

Drawing Techniques introduces a variety of drawing tools and drawing methods, including slides of Michelangelo, Rubens, Pelligrini, Ingres, Durer and twentieth century artists. First class will present slides of drawings: pen and ink, charcoal, pencil, conte crayon, washes, mixed media, and lithographic crayon. Left-brain, right-brain concepts will also be introduced during first class. Following classes will introduce the value scale, with the investigation of basic shapes . . . cube, cylinder, and sphere, in order to understand the basic ideas of pencil drawing. Next, utilize pure white still life to enlarge the concept of light and dark value. After which, we move onto preliminary steps at composition and campus landscape.

Gail Marr, B.F.A. Studio Painting, artist, instructor.

Section 300: Wednesdays, June 8-July 27, 5:30-7 p.m. 8 sessions.

Fine Arts C-153. \$45.



NCA 004 **Introduction to Contemporary Sculpture**

This course will explore sculpture as a form of personal self-expression. Students will identify personal challenges and begin to form a new language by concentrating on techniques, projects, and contemporary sculpture. Student should expect to spend \$25-\$75 on materials and a minimum of three hours outside of class working on projects.

Gary Robbins, M.F.A. Washington University, taught at Tyler School of Art, presently Assistant Professor at the University of Denver. Has shown nationally and had many public and private commissions.

Section 300: Wednesdays, June 8-August 3, 7-9 p.m. 9 sessions.
Fine Arts C-102. \$68.

NCA 005 **Life Drawing**

Through a series of exercises in learning how to see and respond, drawing will become a skill that belongs to you. Life drawing is a matter of seeing and coordinating your eye with your hand. We will begin with gestural drawings, proceed to contour line drawings, and deal with surface shading and modeling techniques. Bring to first class charcoal, eraser, 18" x 24" newsprint pad and pencils (2H, HB and 2B). Tuition includes fee for a model who will be present at every session.

Barbara Preskorn, M.F.A. CU Boulder, Instructor at Front Range Community College.

Section 300: Wednesdays, June 22-July 27, 7-9 p.m. 6 sessions.

Fine Arts N-298. \$45.

NCA 006 **Storytelling for Everyone**

Storytelling is experiencing a renaissance in the U.S. Come join us. This course covers different kinds of stories from family oral history to myths and tales. Learn techniques for preparation and performance, how to find and select the best stories for you, and gain confidence before an audience.

Kay Negash, M.A. in Theatre, professional storyteller, teacher in elementary, secondary, university and adult education programs.

Section 300: Wednesdays, June 22-July 27, 6:30-8:30 p.m. 6 sessions.

Hale 6. \$45.

NCA 007 **Using Photography to Stimulate Self-Awareness**

With the camera as a tool to view the world, the instructor will guide you through simple assignments designed to heighten visual awareness, stimulate new thinking, and provide an outlet for self-expression. Class assignments will be given to depict concepts, ideas, and feelings (i.e., take a picture of warmth). Your slides will be shown during class to share perspectives and see how others view the same topics. By learning to perceive



things from different physical and mental vantage points, you will gain a broader understanding of yourself and the world in which you live. This fun class is for people of all levels of photography and is not intended as technical training. (However, technical help will be available on a one-to-one basis.) Students should supply their own camera and film.

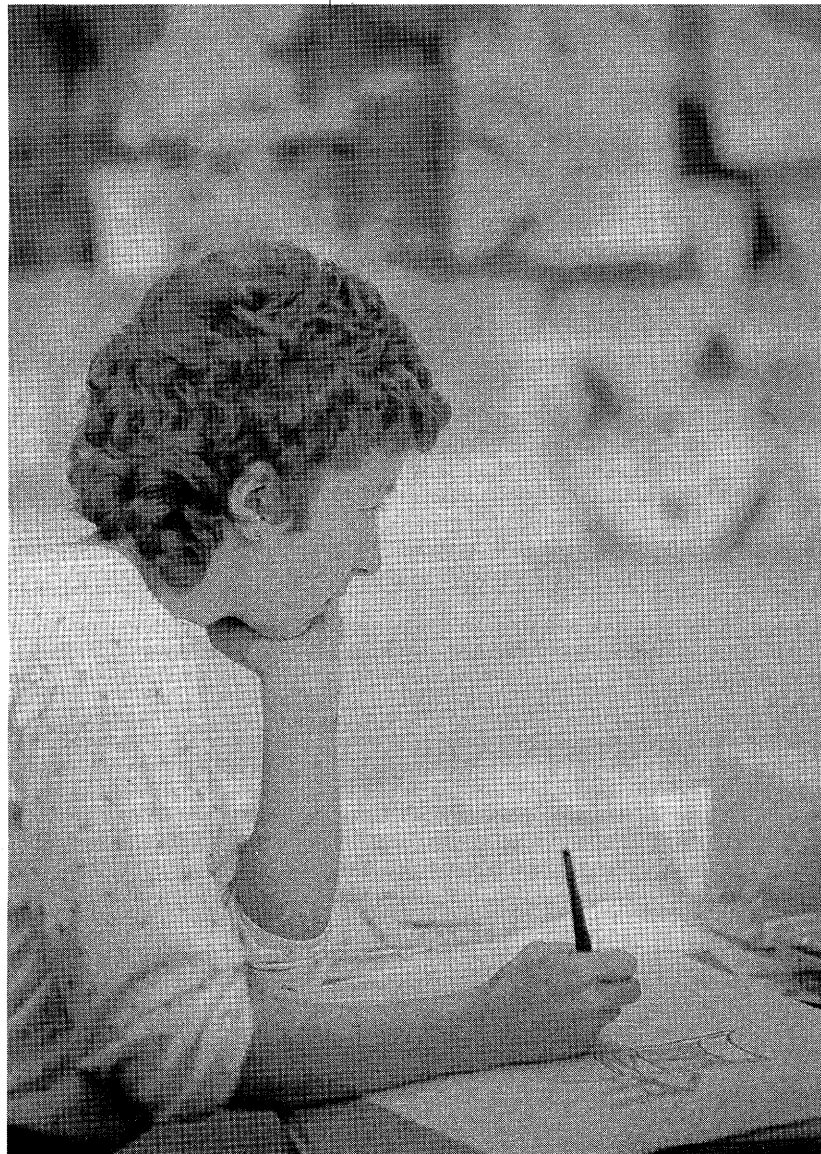
J. Michael Blocher, B.S., M.A., professional photographer and photography instructor for over 11 years.

Section 300: Wednesdays, June 15-July 20, 7-9 p.m. 8 sessions

(6 evening classes and 2 field trips).
Ketchum 301. \$64.



NONCREDIT ADULT COURSES



NCFA 008 **Watercolor/Pastel — Mixed Media**

A unique class that adds diversity to the watercolor technique. This class is mainly involved with mixing paint with pastels using watercolor and oil pastel. It would be to the advantage of the student to have had some previous art background and preferably in painting with water media. Looseness with color is the main objective. List of materials available at first class meeting.

Mary Ellen Lake, B.A. Art Education, artist specializing in commercial and fine art, currently represented by two galleries.
Section 300: Thursdays, June 9-July 28, 6:30-8:30 p.m. 8 sessions.
Fine Arts C153. \$60.

NCFA 009 **Watercolor Techniques**

Watercolor techniques will be taught utilizing techniques of transparent and opaque watercolor, with an emphasis in basic color theory, learning how to use the color wheel and develop individual painting styles. Still-life composition and ink-resist watercolor will also be taught. The first class will include materials list and exercise lessons in color theory and composition. Notebook and pen needed for color theory notes. Left-brain, right-brain exercises are also included in the course, along with specific drawing assignments, in order to stimulate and facilitate learning a variety of methods. Campus landscape included. Note: advanced students will learn to reproduce masters' paintings, critique, and conceptualize.

Gail Marr, B.F.A. Studio Painting. Section 300: Wednesdays, June 8-July 27, 7-9 p.m. 8 sessions. Fine Arts C-153. \$60.

Foreign Languages

NCFL 100 **Beginning Conversational French**

This course is for anyone interested in learning the French language and culture. We will be studying essential verbs and vocabulary and enough grammar to comprehend and use basic French in different situations. Conversational French will be stressed. With support of other class members, you start asking questions in the first class. Work with small groups will emphasize the practice of the language. Tapes will be used in a language lab for pronunciation. Required textbook is *Le Francais, Depart-Arrivee* (second edition) by John A. Rassias, available at the University Bookstore on campus.

Nadia Turk, Ph.D. French Literature.
Section 300: Mondays and Wednesdays, June 6-July 11, 6:30-8:30 p.m.
10 sessions. Education 134. \$75.

NCFL 200 **Intermediate Conversational French**

This course is designed for students who have had one course in beginning French and would like to learn more about the language (vocabulary, other tenses) and practice what they already know. Students should be able to use the present tense before entering this class. Conversational French will be stressed. Working with small groups will emphasize the practice of the language. Required textbook is *Le Francais, Depart-Arrivee* (second edition) by John A. Rassias, available at the University Bookstore on campus.

Nadia Turk, Ph.D. French Literature
Section 300: Tuesdays and Thursdays, June 7-July 7, 6:30-8:30 p.m.
10 sessions. Education 134. \$75.

NCFL 101 **Beginning German**

This course is designed for students with no or very little preliminary knowledge of German. We will cover grammar which is essential for using the language creatively, but the emphasis will be on conversation and from the very beginning you will have many opportunities to speak German. Since many students want to travel to German-speaking countries, we will emphasize practice in practical conversation. Text *Deutsch Aktiv (I)* available at the University Bookstore on campus.

Ed Meier-Heym, M.A. German, Instructor at CU-Boulder
Section 300: Mondays and Wednesdays, June 6-July 11, 7-9 p.m. 10 sessions.
Education 136. \$75.

NCFL 201 **Intermediate German**

For students who have taken an introductory course or have otherwise gained some background in spoken German. Emphasis is put on improving conversation skills, but reading and writing will also be part of the course. Course features a variety of methods to stimulate and facilitate learning, and enjoy the language in the process. Text is *Deutsch Aktiv (II)* and is available at the University Bookstore on campus.

Ed Meier-Heym, M.A. German, Instructor at CU-Boulder.
Section 300: Tuesdays and Thursdays, June 7-July 7, 7-9 p.m. 10 sessions.
Education 136. \$75.



NONCREDIT ADULT COURSES

NCFL 102 **Beginning Conversational Italian**

This class is designed for students with minimal or no knowledge of Italian. It is a course for anyone interested in speaking the language and learning more about the culture. Listening, speaking, and vocabulary building will be emphasized, but also essential verb tenses and grammar will be introduced in order to use dialogues for different types of speaking situations. Games, dialogues, pictures and small group activities in the classroom will make learning a more enjoyable experience. Required text is *Buongiorno Italia* by Cremona, available at the University Bookstore.

Luigna Cerri, M.A. Section 300: Tuesdays and Thursdays, June 7-July 7, 6:30-8:30 p.m. 10 sessions. Hellems 241. \$75.

NCFL 103 **Beginning Conversational Spanish**

Spanish for travelers. Basic but lively conversational Spanish for travel to Spanish-speaking countries. Course includes short field trips during class time to emphasize practical vocabulary.

Elizabeth Medina, Full Professor, Loretto Heights College.
Section 300: Tuesdays and Thursdays, June 7-30, 7-9 p.m. 8 sessions.
Hellems 211. \$60.

NCFL 202 **Intermediate Conversational Spanish**

Designed to increase vocabulary and conversation ability for travelers. Cultural and social aspects will be introduced. Prerequisite, beginning Spanish or equivalent.

Elizabeth Medina, Full Professor, Loretto Heights College.
Section 300: Wednesdays, June 8-July 27, 7-9 p.m. 8 sessions. Hellems 211. \$60.

Investments

NCI 001 **Investing for Income**

Seminar presents methods of investing for income in today's changing economic and investment environment. Covers guarantees, safety, risk, and tax implications. Anybody needing income should be interested: CDs, money market funds, banks, savings and loans, cash management accounts, U.S. Government securities, GNMA's, zero coupon bonds, municipal bonds, income-producing limited partnerships, oil and gas production, rental real estate, leasing, blue chip stocks, utility stocks, covered call writing, mutual funds, corporate bonds, preferred stocks, tax-free investments, fixed annuities, variable annuities, immediate annuities, single-premium life programs.

Peter J. Poletti, M.B.A. in Economics and Finance, First Vice President at Dean Witter Reynolds.

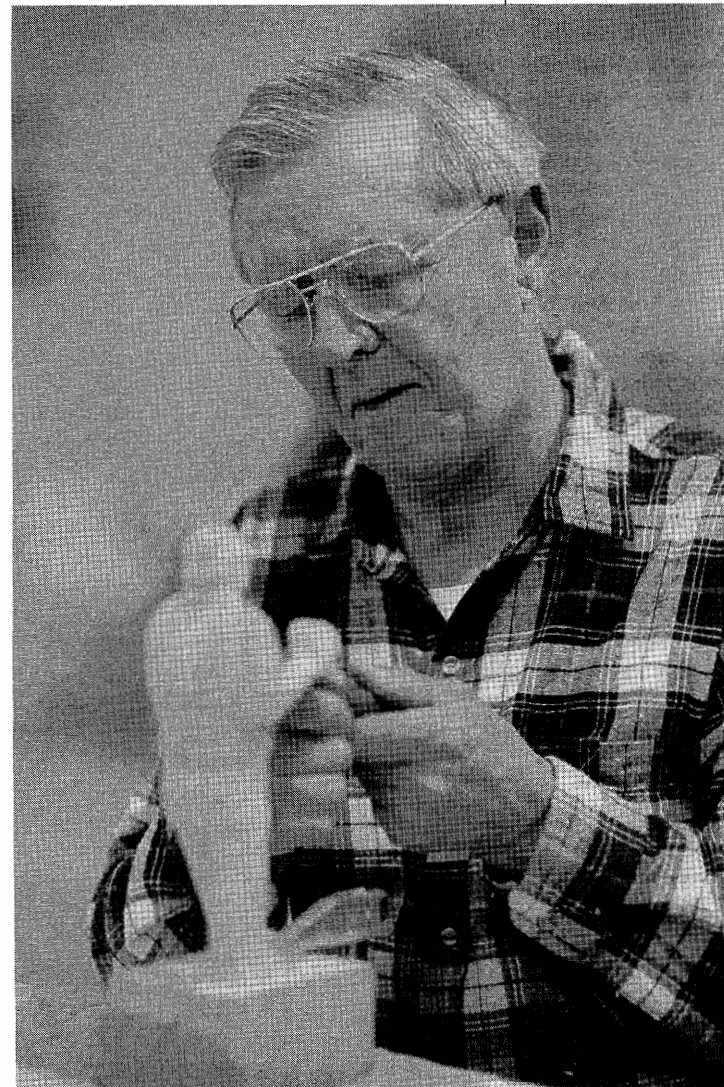
Section 300: Monday, June 6, 6:30-8:30 p.m.
1 session. Duane Physics G116. \$15.

NCI 002 **Investment Strategies**

Demystify the wide range of investment opportunities and learn how to select and manage investments to suit your own objectives. This course will sharpen your understanding and your investment skills, and help you make your money grow. Topics include: money growth, the golden thread, safety, liquidity, diversification, growth of value, interest and dividends, guarantees, minimizing taxes, professional management, money market funds, cash management, CDs, zero coupon bonds, GNMA's, corporate and municipal bonds, unit trusts, tax-free investments, stocks, utilities, real estate, mutual funds, options, precious metals, commodities.

Peter J. Poletti, M.B.A. Economics and Finance, First Vice President at Dean Witter Reynolds.

Section 300: Wednesdays, June 8-29, 6:30-9 p.m. 4 sessions.
Duane Physics G116. \$38.



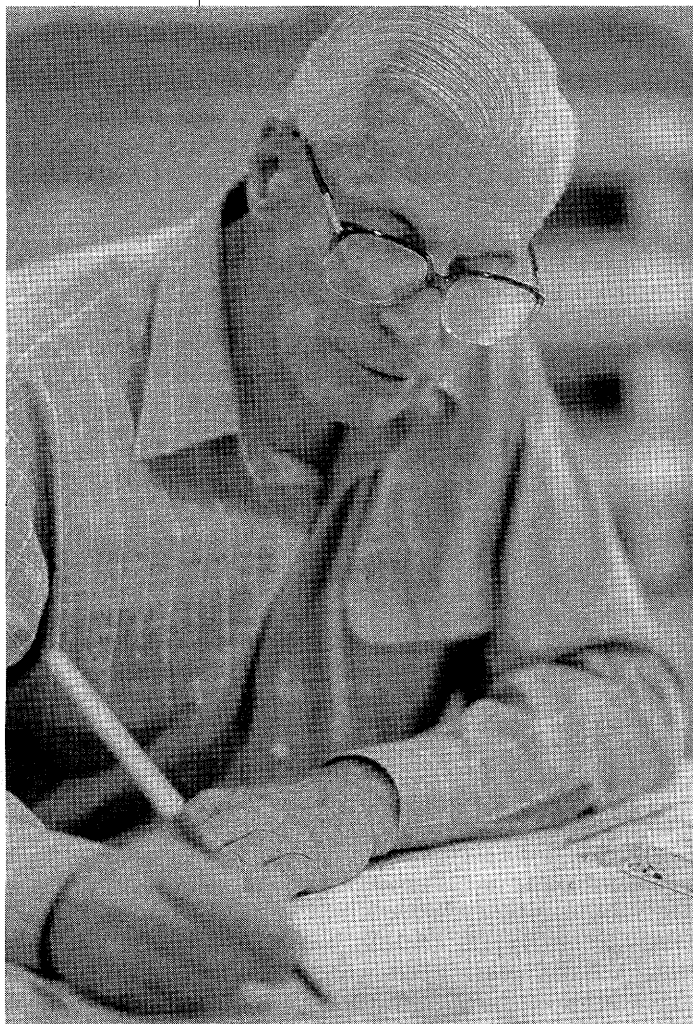
NCI 003 **Stock Market Investment**

This course is aimed at the person who wants to take concrete steps toward planning his/her financial future with a special eye on today's stock market. The course is oriented toward those concerned with stocks, technical analysis, tax shelters, and cash flow investing. We will cover all types of investments available and help you select the most appropriate vehicles for your needs. Required book is *How to Buy Stocks and Bonds* by Louis Engle, available at the University Bookstore.

Arnold Hart, B.A. Cornell, M.A. Syracuse and Sr. Vice President of Investments at Prudential Bache and Mary Wright, B.A. University of Colorado, Investment Broker at Prudential Bache.
Section 300: Tuesdays, June 14-July 5, 7-9 p.m. 4 sessions. Duane Physics G027. \$30.



NONCREDIT ADULT COURSES



Investments — con't.

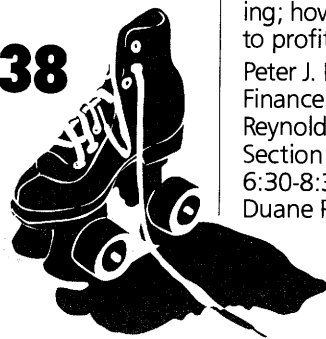
NC I 004 **Stock Market Profits**

This course covers insights, tools, and strategies for success in the stock market: how to find the big winners; how to be in phase with the market; how and when to sell; how to handle psychological pressures and emotion; how to do effective fundamental analysis; how to apply technical analysis and charting; how to develop an overview that leads to profit.

Peter J. Poletti, M.B.A. Economics and Finance; First Vice President at Dean Witter Reynolds.

Section 300: Wednesdays, July 13-27, 6:30-8:30 p.m. 3 sessions.
Duane Physics G116. \$23.

38



Lifestyle

NC L 001 **Diet for a Healthy Pregnancy**

Find out how to eat for a healthy baby without gaining too much weight. We will discuss proper weight gain in pregnancy, low-fat sources of protein, vitamin and mineral needs and safe herbs in pregnancy.

Peggy Phillips, M.Ed. Nutrition Educ., Tufts Univ., Registered Dietitian/Nutritional Consultant.

Section 300: Wednesday, June 29, 6:30-9 p.m. 1 session. Education 138. \$12.

NC L 002 **Eating As If Your Life Depended On It**

You cannot afford to be ignorant, confused or misled about the nutrition facts. What you eat today affects your immediate energy levels and mood. The cumulative effects of your daily diet determine your risks of having heart disease, certain types of cancer, osteoporosis, high blood pressure and other serious diseases. In this seminar, learn why eating fish could be great for your heart; the five types of fiber and the food source of each; why calcium supplements may be hazardous to your bones; three dietary ways to reduce your cancer risk; which vitamin supplements are right for you; where you can find reliable nutrition information; how to lose weight without starving yourself; why butter is better for you than margarine; how to strengthen your immune system through nutrition. Tuition includes extensive hand-out materials.

Peggy Phillips, M.Ed. Nutrition Educ., Tufts Univ., Registered Dietitian/Nutritional Consultant.

Section 300: Wednesdays, June 8-22, 7-9:30 p.m. 3 sessions. Education 138. \$28.

NC L 003 **Feeding Your Children a Healthy Diet**

A guilt-free guide to understanding your child's nutritional needs without spending hours in the kitchen. Beginning with the first year of life and up to the teenage years — among the special topics will be included: food allergies and nutritional remedies for common ailments, and nutritious snack ideas.

Peggy Phillips, M.Ed. Nutrition Educ., Tufts Univ., Registered Dietitian/Nutritional Consultant.

Section 300: Monday, June 27, 6:30-9 p.m. 1 session. Education 138. \$12.

NC L 004 **Food Sensitivities and Health**

Explore the important connections between food sensitivities and health. Definitions of food sensitivities and food allergies, physical and emotional symptoms, testing for and how to overcome food sensitivities will be discussed.

Peggy Phillips, M.Ed. Nutrition Educ., Tufts Univ., Registered Dietitian/Nutritional Consultant.

Section 300: Wednesdays, July 20 and 27, 7-10 p.m. 2 sessions. Education 138. \$23.

NC L 005 **Handwriting Analysis: An Aid to Learning**

You are what you write. Handwriting reflects your real personality — how you approach life's events, how you set goals and pursue their achievement, how you problem solve, your fears and how you cope with them. This course provides an introduction to Grapho-analysis, the only scientific method of handwriting analysis. You will learn specific principles and techniques and then apply them to strokes of actual handwriting for a better understanding of yourself and others. Course materials will cost approx. \$15 and will be available at the first class.

Carol Ford, B.S. nursing, Certified Grapho-analyst, has private practice in handwriting analysis and document examination.

Section 300: Tuesdays, June 7-28, 6:30-9 p.m. 4 sessions. Geology 127. \$38.

NC L 006 **Handwriting Analysis: After the Basics**

The next step for those who have previously taken an introductory course to handwriting analysis. Writing represents the personality of the writer. All individual traits found within the writing must be placed in context to the entire writing. Come and expand on the basics for greater application in your own life — at work, at home, or with friends. Look further at t's and d's, printing, children's writing, spacing, margins and more. Course materials will be \$15 and will be available at the first class.

Carol Ford, B.S. nursing, Certified Grapho-analyst, has private practice in handwriting analysis and document examination.

Section 300: Tuesdays, July 5-26, 6:30-9 p.m. 4 sessions. Geology 127. \$38.

NONCREDIT ADULT COURSES

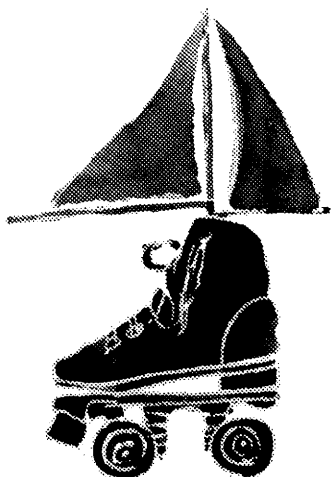
NC L 007

Nutrition for Physical Performance

Whether your sport is cross country skiing, running, or bicycling, physical performance depends on the proper mix of fuels (carbohydrates, protein, fats), adequate fluid intake and optional vitamin and mineral replacement. Come learn how to fine tune your body, the truth about sports drinks, high altitude nutrition and herbs for performance.

Peggy Phillips, M.Ed. Nutrition Educ., Tufts Univ., Registered Dietitian/Nutritional Consultant.

Section 300: Wednesdays, July 6 and 13, 7-10 p.m. 2 sessions. Education 138. \$23.



Outdoors

NC SO 001

Cruising Under Sail — Basic Sailing Groundschool

"Hands-on," practical working seminars for all sailors — novice, barnacle-encrusted old-salts, or armchair adventurers — with emphasis on sailing safety and adverse weather handling. Topics include Safe Boathandling; Right of Way; Rules of the Road; Sailing Seamanship; Sail Trim; Adverse Weather Tactics; Handling Emergencies at Sea; Boat Buying/Performance Parameters (Maps and Nautical Charts; Chartwork Practice Sessions, Magnetic Compasses and Directions). American Sailing Council Certification following successful completion.

Bill Plywaski, Ph.D., Seafarer Group Director, sailor, scientist, Master Navigator and teacher with over 25 years' experience sailing and navigating boats and aircraft all over world. Section 300: Mondays, June 6-27, 6:45-9:15 p.m. 4 sessions. Ketchum 206. \$38.

Testing

NC T 490

Preparing for the Law School Admission Test (LSAT)

For persons planning to take the Law School Admission Test (LSAT), this course offers a diagnostic exam, intensive review, preparation, and sample testing in all areas of the new LSAT format, including application of issues and facts, reading comprehension, writing sample, logical diagrams, logical reasoning, and analytical reasoning. Emphasis is on taking verisimilar exams with full explanations and interpretations. The course fee includes extensive materials covering all aspects of the exam.

Kollie Elinoff

Section 300: Friday, July 29, 6-10 p.m.,
Saturday and Sunday, July 30 and 31,
9 a.m.-5 p.m. 3 sessions.
Guggenheim 205. \$145.

Writing

NC W 001

Creativity and Right Brain Activities for Writers

Creativity lagging? Learn how to tap into your right brain for increased productivity, innovative ideas, direction, and techniques to help you become a more successful writer. You can develop insight into writing problems, nurture ideas, eliminate writer's block. Your writing can become more effective, more enjoyable.

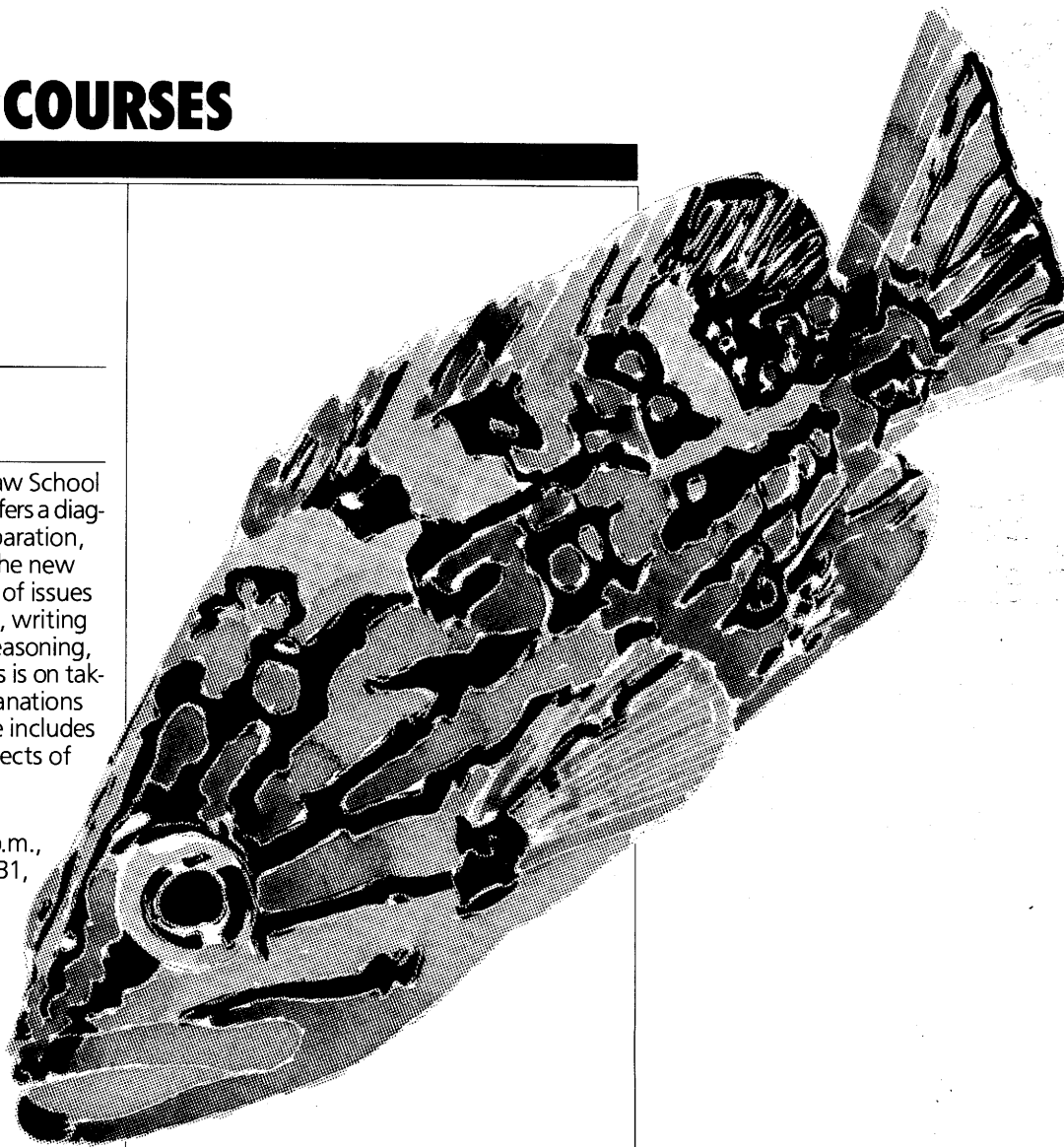
Barbara Steiner, Professional Writer.
Section 300: Tuesdays and Thursdays,
June 7-23, 6:30-8 p.m.
6 sessions. Hellems 81. \$34.

NC W 002

Journal Keeping

You are unique and special. The more you discover about yourself, the more there will be to discover. This class will teach journal techniques as a tool for self-exploration, developing creativity, clarifying relationships, decision making, and planning for your future. Bring a spiral or looseleaf notebook to class.

Barbara Steiner, Professional Writer.
Section 300: Tuesdays and Thursdays,
June 7-23, 8-9:30 p.m.
6 sessions. Hellems 81. \$34.



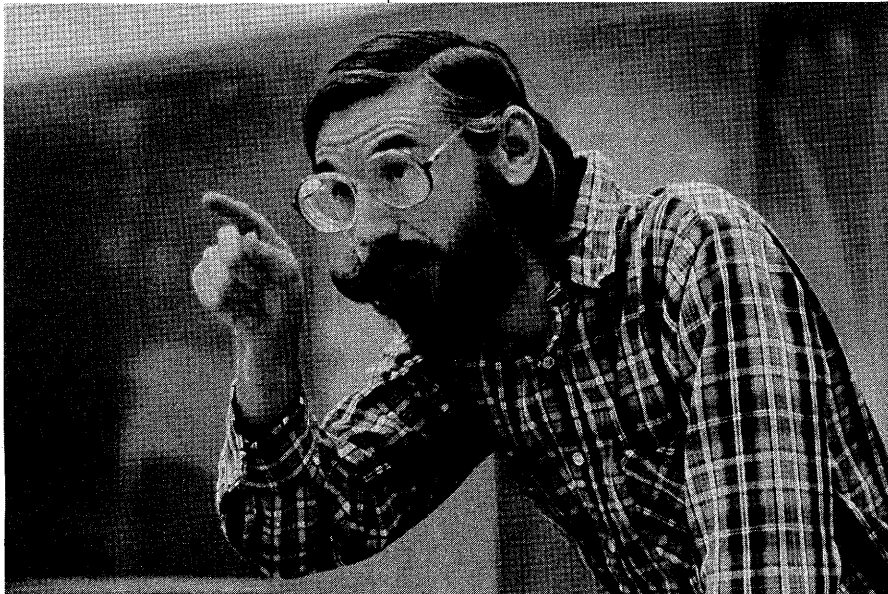
Fish may be good brain food after all. New research suggests that what you eat can make the difference between feeling sleepy or alert for an afternoon of work or exercise. Carbohydrates have been shown to have a relaxing effect on the brain while protein-rich foods promote alertness. So if you need to be sharp, make sure that sandwich has some chicken or turkey in it. On the other hand, a plateful of spaghetti with meatless sauce will set you up for a mellow evening.

Peggy E. Phillips, Registered Dietitian/Nutritional Consultant



SPECIAL PROFESSIONAL PROGRAMS

Special Professional Programs



Special Professional Programs provide an intensive arena designed to bring lively minds to bear on compelling subjects. For the instructor/facilitator, or the presentation team, the attraction of presenting these programs is the opportunity to apply knowledge in real-life terms. For practitioners, these special programs are distinguished by their dynamic approach to a field. They bring depth to subjects that deserve the more intensive treatment offered by their one-, two-, or three-day formats. Presented in daytime hours, these programs accommodate schedules for which evening courses extending over several weeks are less well suited.

Special Professional Programs can help you progress in fast-evolving fields. They adopt an applications-oriented approach that offers you the opportunity to study under

conditions conducive to here-and-now outcomes. Drawing on case study and personal applications approaches, these one- to three-day seminars can help you stay on top of new information. They offer fresh ideas to achieve personal and organizational goals. At their best, these programs offer enduring intellectual and practical value.

This is results-oriented training. It is intended for business and industry, government, and nonprofit organizations. Most special professional programs are applicable to certificate programs described in this catalog. Specially tailored programming for your own organization can also be arranged. Advance registration is necessary and should be completed two weeks prior to the program date. Group discounts are available for some seminars. Call 492-5148 or toll free in Colorado, 1-800-332-5839 to register.

Courses by Starting Date, Summer 1988

Date	Number	Section	Course	Faculty
Wednesday, June 22	NCSS 053	300	Improving Male-Female Work Relationships	Audrey Nelson-Schneider
Friday, July 8	NCSS 052	300	Gaining Cooperation in the Changing Workplace	Audrey Nelson-Schneider
Wednesday, June 29	NCSS 051	300	Developing Customer Loyalty	Shelly Espinosa
Wednesday, June 29	NCSS 056	300	Phone to Phone: Turning Critics into Customers	Shelly Espinosa
Thursday, July 21	NCSS 050	300	Dealing with the Upset Citizen	Randy Bauer
Tuesday, July 26	NCSS 055	300	Leadership Tools for Working Women	Audrey Nelson-Schneider
Friday, July 29	NCSS 054	300	Information Management for Secretaries	Randy Bauer

NCSS 050 **Dealing with the Upset Citizen**

Employees in government, service agencies and nonprofit associations are on the firing line when citizens are displeased. An unhappy citizen can readily conclude that the cause of their displeasure represents their own tax dollars being misspent. How can potentially explosive situations be defused when a citizen's anger is directed squarely at you? What are the first key steps that apply to nearly all such encounters? What are the most common mistakes that are made in dealing with upset citizens? What are the crucial differences between telephone encounters and those that are face to face? Participants are encouraged to bring examples of typical encounters with angry citizens. These will be used to

practice skills leading to a successful outcome. This workshop qualifies for the Management Development Certificate Program. The fee includes materials, refreshments, and lunch. Randy Bauer, M.B.A.
Section 300: Thursday, July 21, 9:00 a.m.-4:00 p.m.
One all-day session. .6 CEUs.
Clarion Hotel. \$75.

NCSS 051 **Developing Customer Loyalty**

Is today's best customer your previous customer? If not, why did your past customers drift away? Prevailing rules of thumb suggest that a satisfied customer tells five people about your business; an unsatisfied one tells as many as twenty people. What turns a critic into a customer? How are browsers turned into purchasers? What are the four purchasing personalities that every employee needs to

be able to recognize? How can employees assist the indecisive customer effectively? What are eight steps that can reduce employee stress and increase sales effectiveness? Participants will leave the workshop with an immediate action plan and guidelines for measuring their success over time. This workshop qualifies for the Management Development Certificate Program. The fee includes materials and light refreshments. Lunch not included.

Shelly Ann Espinosa, M.S.W., and owner, Working Solutions.
Section 300: Wednesday, June 29, 1:00-4:00 p.m. One half-day session. .3 CEUs.
Longmont Area Chamber of Commerce, Longmont. \$25.



SPECIAL PROFESSIONAL PROGRAMS

NCSS 052 **Gaining Cooperation in the Changing Workplace**

Today's work environment is being buffeted by a staggering number of pressures. There are more women working, at higher positions, than ever before. Competition is fierce. New technologies have made even the simple telephone an unfamiliar tool that has to be mastered. What are the crucial steps for keeping working relationships productive under these pressures? How must working relationships change in response to new conditions, and what communication strategies can lead to a smooth transition? How can conflict be anticipated and resolved effectively? What motivates individuals and groups to cooperate under stressful conditions? This workshop is designed to give you tools to gain cooperation among peers and subordinates, reduce tension and conflict, and draw out the best from the work team. This program qualifies for the Management Development Certificate Program. The fee includes materials, lunch, and refreshment breaks.

Audrey Nelson-Schneider, Ph.D.
Section 300: Friday, July 8,
9:00 a.m.-4:00 p.m.
One all-day session. .6 CEUs.
Clarion Hotel. \$75.

NCSS 053 **Improving Male-Female Work Relationships**

A great deal of interpersonal stress and conflict in the workplace has its basis in misreading one another. Misinterpretation of speech patterns, voice tone, attitude, and body language is heightened when sex roles and expectations play a part in the exchange. When misunderstanding occurs between males and females there can be a chain reaction that ripples throughout the organization. Understanding and recognizing fundamental differences in the expectations, attitudes, and behavior of males and females is an essential first step. Acting on this knowledge requires deliberate steps and specific skills to defuse such conflict and to establish conditions for productive patterns of interaction. Case examples from participants are invited and will be incorporated into materials used to examine steps and strategies to improve professional relationships among male/female peers and superiors/subordi-

nates. This program qualifies for the Management Development Certificate Program. The fee includes materials, lunch, and refreshment breaks.

Audrey Nelson-Schneider, Ph.D.
Section 300: Wednesday, June 22,
9:00 a.m.-4:00 p.m.
One all-day session. .6 CEUs.
Clarion Hotel. \$75.

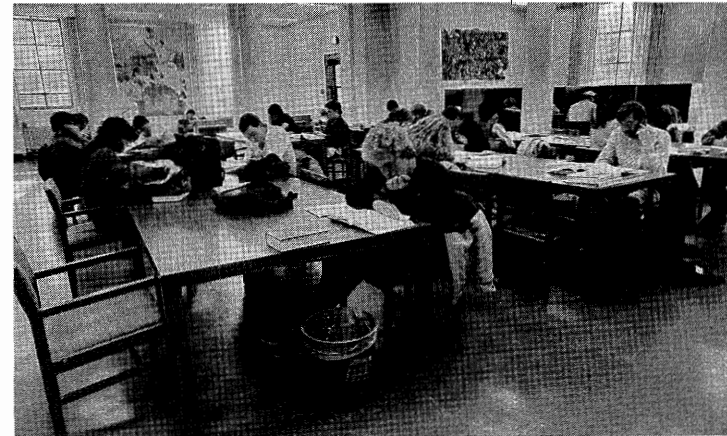
NCSS 054 **Information Management for Secretaries**

Secretaries are increasingly aware of their changing role as technology inundates the office and new patterns of interaction emerge. The telephone is becoming a data and message bank. Networking of computers is changing how information moves, and who has access to it. Secretaries are earning their place on the new style management teams by perceiving the new communication needs of the changing workplace, and acting on those needs. What are the relationship strategies that separate average from outstanding secretaries? How do you "read" your boss better under these changing circumstances? What new attitudes and behaviors does the emerging workplace demand? How can you distill and present information more effectively for decisionmaking? What critical thinking skills do you need to make better decisions? This workshop qualifies for the Management Development Certificate Program. The fee includes materials and light refreshments. Lunch not included.

Randy Bauer, M.B.A.
Section 300: Friday, July 29,
9:00 a.m.-noon.
One half-day session. .3 CEUs.
Clarion Hotel. \$25.

NCSS 055 **Leadership Tools for Working Women**

Numerous studies indicate that measures of effectiveness are often applied differently to women in the workplace, whatever their position, than to men. This program is designed to help you build your credibility as a professional with leadership potential, whatever your role in business or other organizations. What strengths are rewarded when exhibited by ambitious women? How can the expectations that are typically applied to women be turned to advantage? What common behaviors and attitudes work to the disadvantage of women who aspire to leadership roles? By practicing the strategies that can lead to positive perceptions of your potential, you will begin to develop the attitudes associated with leadership among women. This



workshop will give you a basis for assessing your current leadership "quotient" and provides measures to gauge how you are progressing over time. This program qualifies for the Management Development Certificate Program. The fee includes materials, lunch, and refreshment breaks.

Audrey Nelson-Schneider, Ph.D.
Section 300: Tuesday, July 26,
9:00 a.m.-4:00 p.m.
One all-day session. .6 CEUs.
Clarion Hotel. \$75.

NCSS 056 **Phone to Phone: Turning Critics into Customers**

The telephone is one of the most used business tools in today's customer service climate. The way in which an employee handles customers' calls can provide a strong competitive edge for any business. Participants will learn five words that should never be used with any caller, six ways to reduce telephone time, and three key strategies to turn a complainer into a loyal customer. What are the crucial telephone techniques that create a positive business image? What are the telephone tips you can use to reduce your stress, resolve conflict, and still create the rapport you need to gain customers? Every participant will leave this workshop with an action plan to build better telephone techniques and turn both routine and critical callers into repeat customers. This workshop qualifies for the Management Development Certificate Program. The fee includes materials and light refreshments. Lunch not included.

Shelly Ann Espinosa, M.S.W., and owner,
Working Solutions.
Section 300: Wednesday, June 29,
9:00 a.m.-noon.
One half-day session. .3 CEUs.
Longmont Area Chamber of Commerce,
Longmont. \$25.



LIVE-VIA-SATELLITE VIDEO TELECONFERENCES:

Accessing national expertise from a front row seat



A MEDIUM FOR STATE-OF-THE-ART INFORMATION

Video teleconferencing is the newest, most economical way for professionals to stay current in fields and activities where the pace of change outruns any individual's ability to keep up. CU-Boulder teleconferencing is "live" — national teams of presenters and panels are put together representing the cutting edge of a field. These "how to" specialists can speak to the future authoritatively. They have practical, here-and-now answers to the questions that Colorado professionals and their counterparts across the country can ask satellite presenters directly throughout the teleconference day.

A MEDIUM FOR DIVERSE TOPICS

Live teleconferences are suited to a global range of topics, current among professionals, including: business management, marketing, global trade, small business skills, new industrial and information technologies, government policies and requirements, advances in engineering, personnel supervision, productivity, the health care industry, physical fitness, new directions in teaching and student affairs, and professional development skills.

A MEDIUM FOR TRAINING & DEVELOPMENT

A typical video teleconference starts with an on-site team of experts who set the stage for the topic. Live-via-satellite presentations are reinforced by detailed agendas, workbooks, texts, and worksheets in a take-home

packet. Throughout the day there are live question/answer sessions interspersed with presentations and demonstrations. The on-site team wraps up the day with a local and regional perspective on the subject — and answers remaining questions.

Colorado professionals rate teleconferencing to be as good or better than traditional conferencing, pointing to the convenience and quality of teleconferences and to the currency and credibility of information via satellite. Teleconferencing puts a premium on real-world expertise that is replicable in many settings.

Teleconference fees are all-inclusive, covering materials, parking, and catered meals. Instead of the time and cost of traveling hundreds of miles to hear the experts, the same information can be obtained in a day spent dialoguing — not traveling.

A MEDIUM FOR PRACTICAL APPLICATIONS AND DYNAMIC COMMUNICATION

The visual medium lends itself to animated graphics, charts, fieldwork sequences, demonstrations, on-site interviews and case studies. Professional audiences can translate information into practical workplace applications on the spot. Its visual quality and "liveness" attracts experts who like the combination of networking live with audiences around the country. Ideas are demonstrated in a visual laboratory in which everyone has a front row seat. The dynamic intensity of live national teleconferencing sets it apart from traditional face-to-face meetings in its scale, the power of the medium to focus attention, the efficient use of time, and its convenience.

A MEDIUM THAT PUTS THE AUDIENCE FIRST, USING STATE-OF-THE-ART EQUIPMENT

Staff of the Division of Continuing Education and of the Events/Conference Center at the University of Colorado at Boulder have developed and equipped a customized facility acknowledged to be one of the most outstanding of its kind. The flexibility of six ample meeting rooms and an 11,000 seat arena allows diverse audiences to be accommodated simultaneously. Located on the campus near the corner of Colorado Avenue at Regent, one block west of 28th Street, the facility offers easy access and ample parking. The large screen General Electric Talaria projection system is capable of receiving pro-

gramming from virtually all of the present generation of business-oriented and educational satellites. In addition, a portable antenna that can receive presentations via the newer Ku-band can travel to workplace sites.

A MEDIUM THAT IS PROFESSIONALLY STAFFED

Through its charter membership in the 250-campus National University Teleconference Network founded in 1982, the Division of Continuing Education receives continuous announcements of teleconference opportunities. The Division has published nationally in the teleconference field and has conducted training and consulting projects with agencies on planning and managing their own teleconferencing, using campus or other facilities. Cosponsorship of teleconferences is frequent, enabling businesses, organizations, and associations to use their training and development resources more effectively.

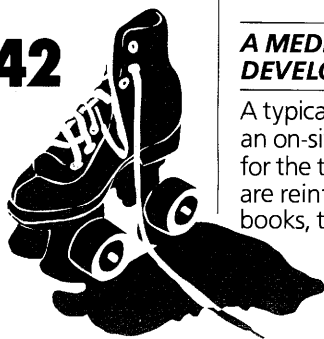
PLEASE CONTACT US TO TAKE ADVANTAGE OF TELECONFERENCING

To be placed on our mailing list or for more information, write: Becky Duning, Teleconferencing, Division of Continuing Education, University of Colorado at Boulder, Campus Box 178, Boulder, Colorado 80309-0178. Visit us at: 1221 University Avenue; or call: 303-492-6596 or 492-5148; in Colorado, outside the Denver/Boulder area, call toll free: 1-800-332-5839.



OUR NEWEST CAPABILITY IS IN AUDIOCONFERENCING

We are equipped to link up to 20 or more sites for formal or informal audioconferenced meetings that can link locations across the country — or the world. Audioconference services are available on an ad hoc or regular basis to the public. Please inquire regarding charges and booking time on our bridging system.



Interior Design

Part of a series of two- and three-day workshops introducing the creative and exciting interior design/decorating industry. Classes provide fundamentals of essential design concerns and practices within the industry today including graphic and visual communication concepts, principles of design theory, and business and marketing applications.

IDEA 230 *Designing the Contemporary Home Interior*

In this two-day workshop, participants will learn successful strategies for decorating the home interior. Skills will emphasize the impact of color, pattern and accessories to dramatize and personalize the home. Lecture, demonstrations and workshop activities featuring fabrics and furniture styles, floor and wall coverings, will show you how to "put it all together." An excellent introductory experience for anyone planning to decorate a home interior. Upon registration you will be sent a list of necessary class materials.

Tina Hendricks
Section 300: Saturday and Sunday,
July 9 and 10, 9 a.m.-5 p.m.
Two sessions. Geology 134. \$115.

IDEA 200 *Interior Design I: Elements and Principles*

This two-day intensive workshop provides participants with an introduction to the fundamentals of interior design/decorating. You will be introduced to the interrelationships of color, line, texture, shape, rhythm and concepts in organizing interior space while developing perceptual skills and creative awareness. All participants will gain skills in handling a variety of design materials and tools in the process of solving individual and group projects. This workshop will also promote an understanding of the field, and freelance and career possibilities. Special emphasis will be placed on handling a variety of design media and effectively solving interior space problems.

Tina Hendricks
Section 300: Monday, Tuesday, Wednesday,
July 11, 12, 13, 5:30-10 p.m.
Three sessions. Geology 127. \$115.

Real Estate Education Program

Looking for a career in real estate, advancement in your current real estate related profession, or do you simply want to learn more about the real estate industry?

The Real Estate Education Program offers courses in subjects including appraisal, closings, finance law, property management, and commercial and tax factors. All of the required Colorado real estate licensing courses are available through the program. These college level courses are open to all persons and can provide you with valuable information related to this important field.

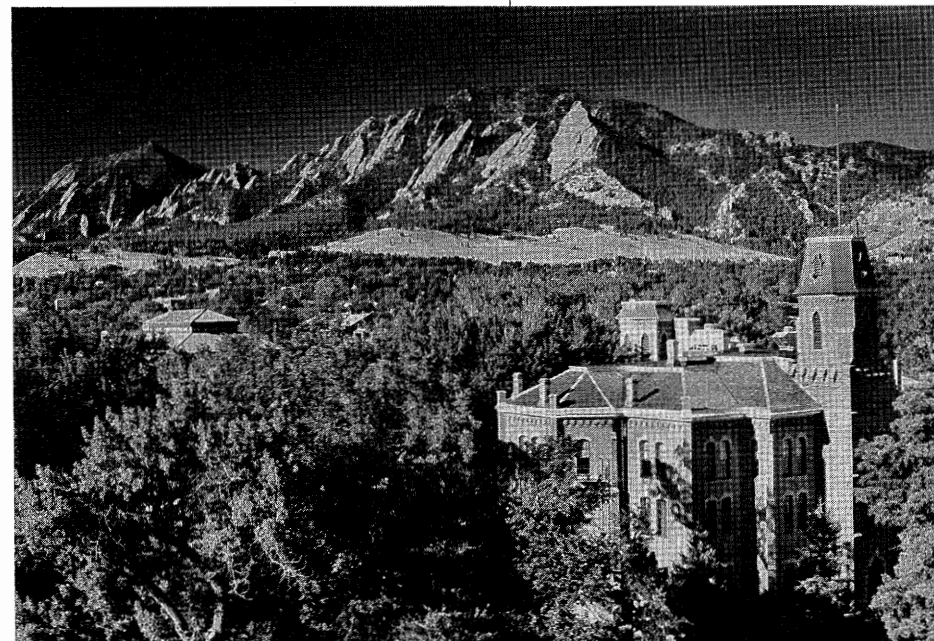
For more information and course registration, call the Division of Continuing Education, Real Estate Education, 492-8666, 8:30 a.m.-5 p.m., Monday through Friday. If you are out of the Denver-Boulder local calling zone, please dial 1-800-332-5839.

For additional information about courses offered and cities served in Colorado by this statewide program, call 492-8666 for a detailed real estate brochure.

Colorado Sales License

The Colorado Sales License Law requires that a candidate successfully complete the following courses of real estate education and receive a passing score of 70% on the state exam given by the Real Estate Commission:

- (1) NCRE 7 — Practice and Law, 48 hours, \$225 plus textbooks.
- (2) NCRE 18 — Colorado Contracts and Law, 24 hours, \$110 plus textbooks.



Colorado Broker License

The Colorado Broker License Law requires that a candidate complete the following 48 classroom hours of real estate education in addition to meeting the requirements of a sales license.

- (1) NCRE 26 — Finance and Advanced Law, 24 hours, \$110.
- (2) NCRE 28 — Closings and Trust Accounts, 24 hours, \$110.
- (3) Score 75% on the state exam.
- (4) Two years' experience as a real estate sales licensee OR completion of four elective 24-hour courses.

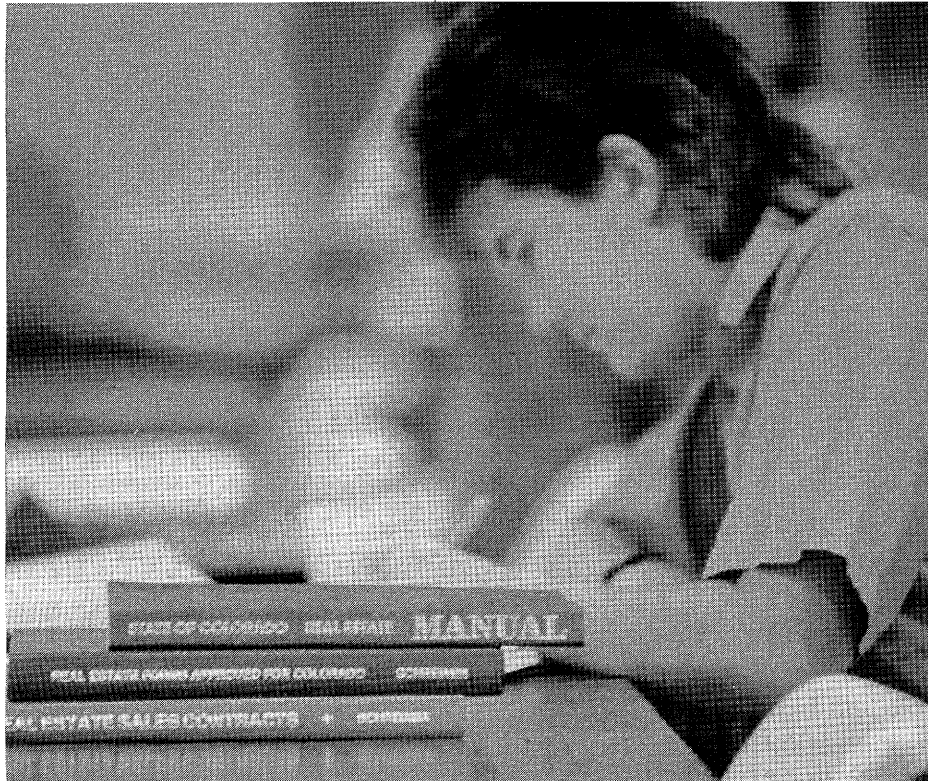
For full details and to apply for the sales or broker license exam, please call the Colorado Real Estate Commission at (303) 894-2166.

Metro Denver Courses for Summer 1988

NCRE 62	Real Estate Exchanges	June 9, 10, 11
NCRE 18	Colorado Contracts and Law	June 15, 16, 17
NCRE 26	Finance and Advanced Law	June 29, 30, July 1
NCRE 72	Property Management	July 6, 7, 8
NCRE 28	Closings and Trust Accounts	July 14, 19, 21
NCRE 7	Practice and Law	July 28, 29, 30
		August 1, 2, 3
		August 4, 5, 6
NCRE 71	Real Estate Construction	August 9, 11, 16
NCRE 18	Colorado Contracts and Law	August 18, 29, 20
NCRE 33	Appraisal I-Residential	



REAL ESTATE



NCRE-7 **Practice and Law**

Designed to meet the educational requirements for the Colorado real estate sales examination, the course offers a comprehensive survey of the real estate field for those who intend to enter the profession as well as others who desire a basic knowledge of real estate markets, real property interests, deeds, land descriptions, property transfers, contracts, finance and appraisal. Course begins with an examination of fundamental concepts and vocabulary, including Colorado license law and the law of agency.

Daytime Course. 6 sessions. (48 hours)
Wednesday, Thursday, Friday, Monday,
Tuesday, Wednesday, June 1, 2, 3, 6, 7, 8
8:30 a.m. to 5:30 p.m.

Location: Holiday Inn, 800 28th Street,
Boulder.

Tuition: \$225 plus textbooks.

Night Course. 14 sessions. (48 hours)
Monday and Wednesday, June 6 to July 25,
6:30 p.m. to 9:55 p.m.

Location: University of Colorado at Boulder
Business Building, Room 125.

Tuition: \$225 plus textbooks.

NCRE-18 **Colorado Contracts and Law**

A practical course covering Colorado license law and analyzing the standard listing contract, the sales contract, the extension agreement, and counterproposal. Special emphasis will be placed on understanding each clause and on properly completing each type of contract.

Night course. 7 sessions.

Monday and Wednesday, July 27 to
August 17, 6:30 p.m. to 9:55 p.m.

Location: University of Colorado at Boulder
Business Building, Room 125.

Tuition: \$110.

NCRE-26 **Finance and Advanced Law**

Course is designed to provide the real estate professional with an understanding of the institutions and instruments important to the financing of real estate. Subjects covered include the mortgage and deed of trust, various sources of funds (conventional, V.A., and F.H.A., the owner-seller, etc.) and a number of alternative financing methods. Recent Colorado court decisions will be studied with an eye toward understanding the court's interpretation of Colorado statutes and the implications for real estate practice.

Daytime Course. 3 sessions.

Monday, Tuesday, Wednesday,
August 22, 23, 24, 8:30 a.m. to 5:30 p.m.

Location: Holiday Inn, 800 28th Street,
Boulder.

Tuition: \$110.

NCRE-28 **Real Estate Closings and Trust Accounts**

The course offers an in-depth study of the closing statement, including an examination of the contract and a review of the other relevant documents. Primary emphasis will be on the gathering of data, the organization into debit and credit items, and the actual completion of various kinds of closing statements. Maintaining brokerage trust accounts will also be thoroughly covered.

Daytime Course. 3 sessions.

Wednesday, Thursday and Friday,
June 22, 23, 24, 8:30 a.m. to 5:30 p.m.

Location: Longmont Board of Realtors,
420 Kimbark Street, Longmont.

Tuition: \$110.



NCRE-33 **Real Estate Appraisal I — Residential**

This course is an introduction to accepted methods for estimating the value of real property. The course covers fundamentals of real appraisal of both land and improved property and covers techniques used by professional appraisers. Emphasis is placed on the evaluation of residential real estate. The course includes a field trip and practical work.

Daytime Course. 3 sessions.

Monday, Wednesday, Friday, July 11, 13, 15
8:30 a.m. to 5:30 p.m.

Location: Longmont Board of Realtors,
420 Kimbark, Longmont.

Tuition: \$110.

NCRE-35 **Listing and Selling Real Estate**

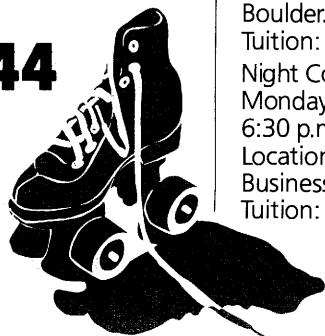
The object of this course is to help the real estate agent become more effective in servicing the buyers and sellers by studying successful and workable listing and selling techniques. This includes planning, prospecting, goal-setting, and organization of the agent's time. The course is taught by successful practicing real estate professionals who can relate to the problems that face sales agents.

Daytime Course. 3 sessions.

Monday, Tuesday, Wednesday, July 25, 26, 27,
8:30 a.m.-5:00 p.m.

Location: Holiday Inn, 800 28th Street,
Boulder.

Tuition: \$110.



INDEPENDENT STUDY

Independent Study Programs

Independent Study Puts You Ahead of the Crowd.

People who take continuing education courses are people with goals and the motivation to achieve them. Whether you are trying to accelerate your degree or to gain career skills, independent study can let you put your motivation to work without waiting for a semester to begin or for a course to be offered at a time when you can take it. Register anytime. Work at your own pace without interrupting family or employment activities.

GUIDED CORRESPONDENCE STUDY

Independent study through correspondence allows you to begin courses at any time, not tied to the academic calendar. You work directly with an instructor by mail and by telephone. Written assignments are returned to you with grades and comments. Some courses make use of multimedia materials. Many of the courses include self-checking test questions with each unit so that you judge your own progress. Courses may be taken pass/fail or for no credit.

More than 70 college credit courses, approved by the University, are offered in 16 academic areas:

- accounting
- anthropology
- business
- economics
- education
- engineering
- English
- fine arts
- geology
- history
- mathematics
- philosophy
- physical education
- political science
- psychology
- sociology

INDIVIDUALIZED INSTRUCTION

Individualized Instruction provides an opportunity to earn college credit for course work by meeting with a faculty member in a non-classroom setting. It may be used when you cannot enroll in the course on campus. You may not earn credit for work completed before registering. Registration requires the approval of the faculty member, the department or school and the appropriate dean.

PROFESSIONAL CERTIFICATION OPPORTUNITIES

Non-credit courses are offered so that you can meet Colorado Real Estate licensing requirements or earn certificates in Childhood Education. Non-credit courses are also offered for those who want to develop or improve skills in the Paralegal field. All courses carry Continuing Education Units (CEUs).

All course work is by correspondence, graded and commented upon by faculty members who have both academic and professional qualifications.

Real Estate Education

In cooperation with the Colorado Real Estate Commission and the Colorado Association of Real Estate Boards, CU provides independent study courses to meet licensing requirements for real estate salespeople and brokers.

Childhood Education

Courses were developed to meet standards established by Colorado law for Preschool Teachers and Preschool Administrators. Certificates are awarded to those who complete a specified series of courses. Courses are open to all who are interested in the growth, development and education of young children. These courses are especially helpful to childcare center personnel, nurses, social workers, day care home workers and parents of young children.

Paralegal Education

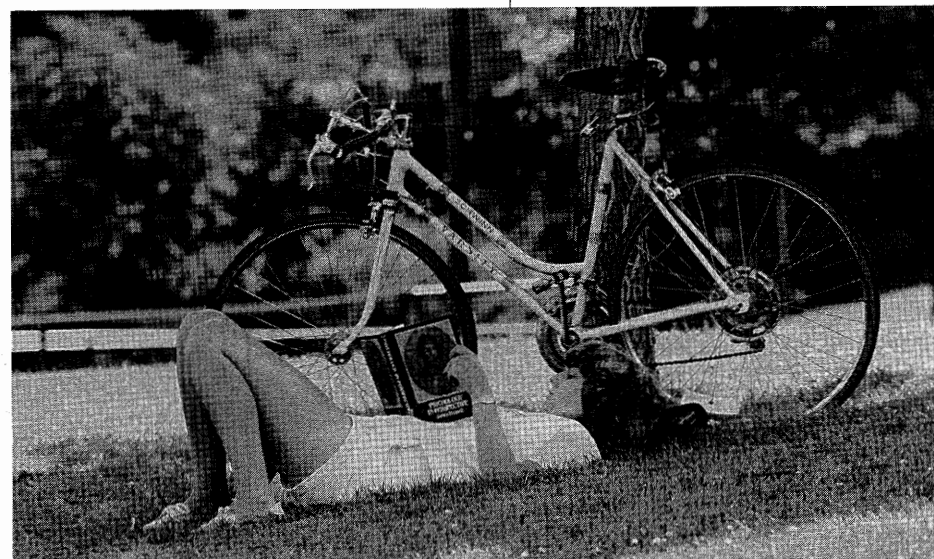
Paralegal Education courses provide opportunities for career minded people to enter or advance in the paralegal profession; legal secretaries may use these courses to improve skills and become more valuable to their employers. Paralegals are employed in private law firms, but more and more paralegals are finding employment in private enterprise and in state and federal government offices.

No states have established certification for paralegals; however, the courses carry Continuing Education Units (CEUs) which are recognized by attorneys as a measure of continuing education.

Each course includes a study guide, textbooks and audiotapes.

HIGH SCHOOL CREDIT OPPORTUNITIES

The University of Colorado offers guided independent learning courses for high school students who want to enrich their high school programs.



High School Correspondence

These correspondence courses provide special opportunities for students to meet college entrance requirements, to accelerate graduation, or to meet high school graduation requirements.

High School credit is granted by the student's high school, not by the University of Colorado. It works like this: using printed study guides, texts, kits and audio materials, you and your supervisor (usually a counselor) stay in touch with faculty who work for the Independent Study Programs at CU by mail and by telephone. Graded assignments are returned to you with comments so you can see how you are progressing. Start the course anytime. Work at your own pace.

Ask your guidance counselor or advisor about high school independent learning courses.

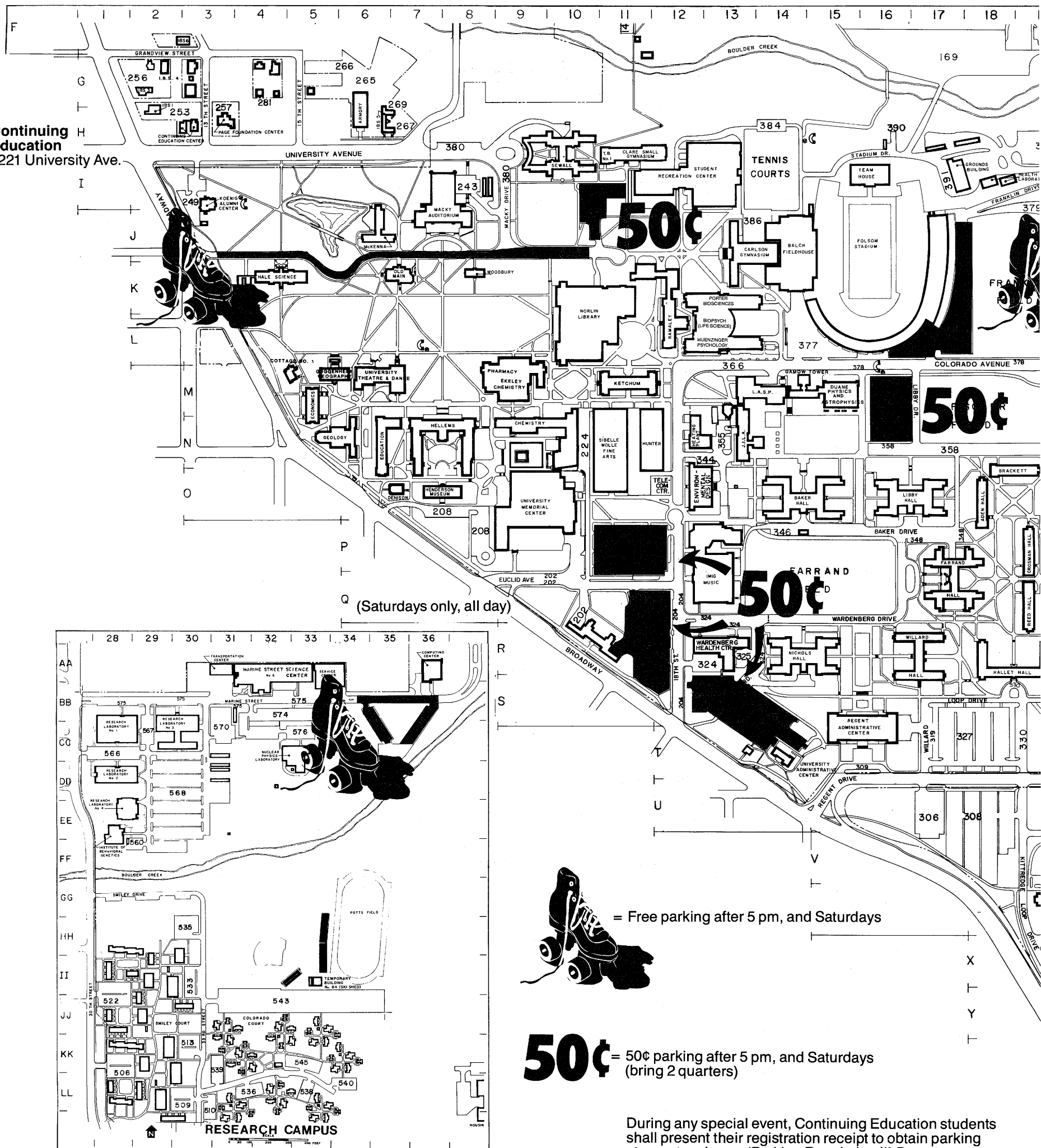
Concurrent Registration in College Credit Courses

Qualified high school seniors can get a head start at CU through concurrent registration in college credit courses by correspondence. If approved by your school, courses can be used for high school graduation or accepted for college credit (special student) at the University of Colorado.

FOR A COURSE CATALOG CALL OR WRITE:
INDEPENDENT STUDY PROGRAMS
DIVISION OF CONTINUING EDUCATION
UNIVERSITY OF COLORADO
CAMPUS BOX 178
BOULDER, COLORADO 80309-0178
303-492-8756
1-800-332-5839 (TOLL FREE IN COLORADO)



Continuing Education
1221 University Ave.



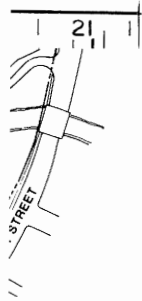
(Saturdays only, all day)



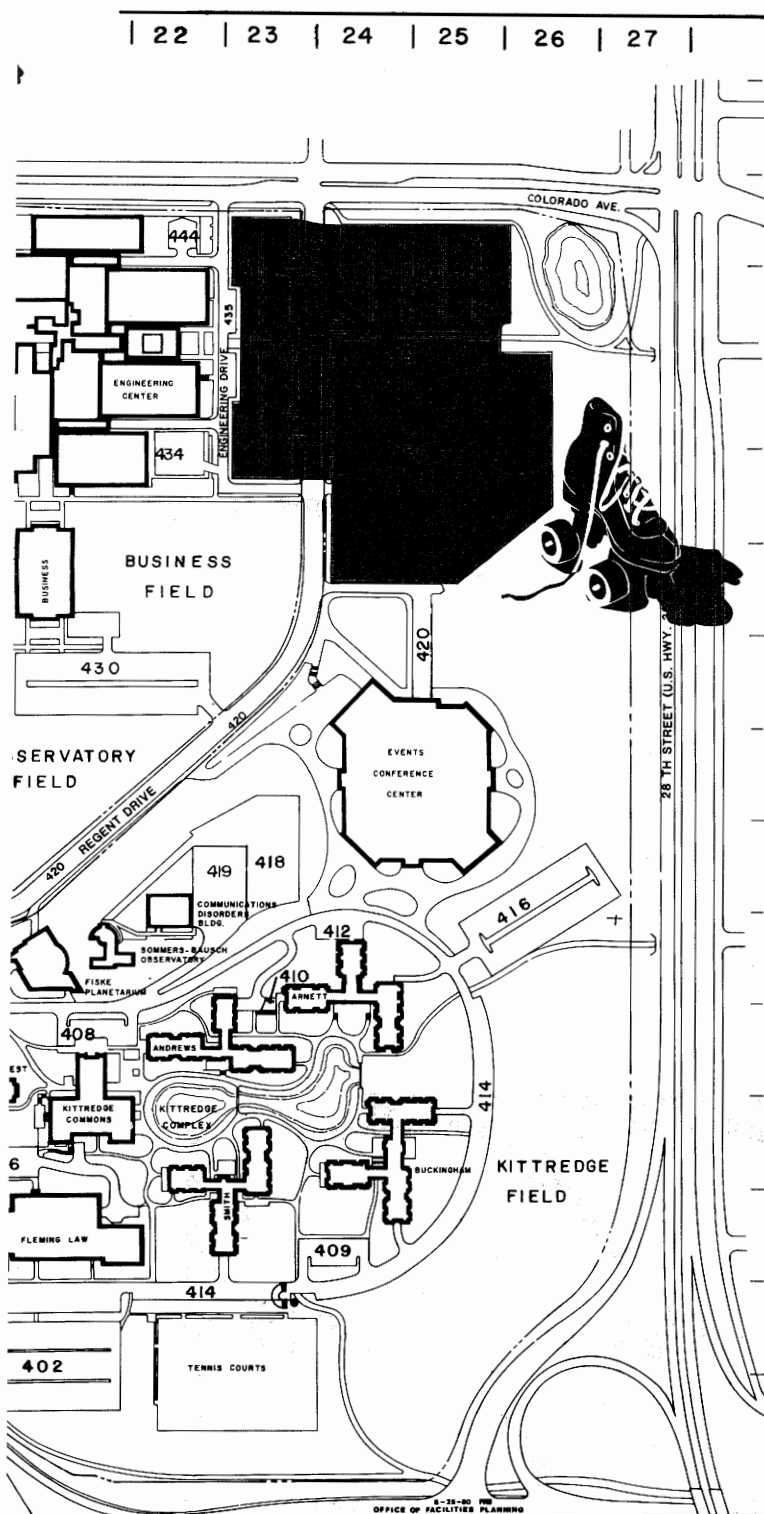
= Free parking after 5 pm, and Saturdays

50¢ = 50¢ parking after 5 pm, and Saturdays
(bring 2 quarters)

During any special event, Continuing Education students shall present their registration receipt to obtain parking at no extra charge (Parking Regulation III-D-6 a.)



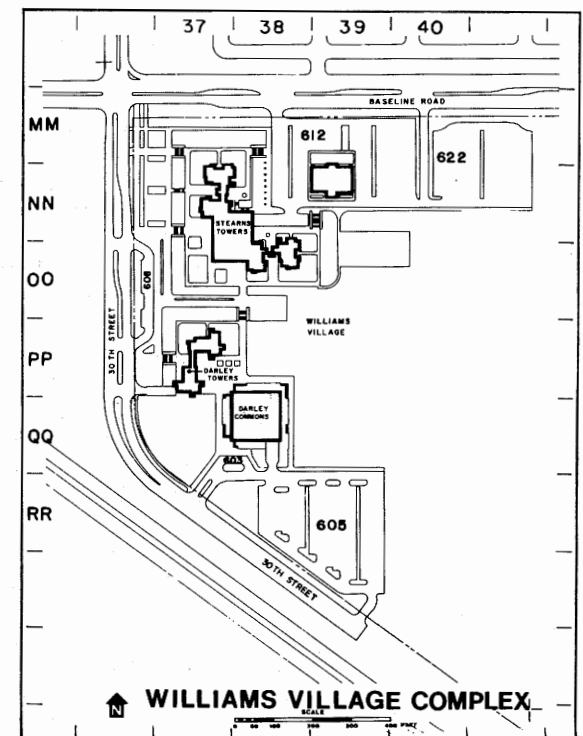
Free campus walking tours are given twice daily, at 10:30 AM and 2:30 PM, Monday through Friday, except when campus is closed (holidays). Tours start at the Office of Admissions, Regent 125. More information is available by calling 492-6301. This is a good opportunity to learn more about the beautiful CU campus, and gain familiarity with your class locations.



BUILDING KEY

Academy Center (not shown) (970 Aurora)—0-2
 Academy/Conservatory—0-2
 Aden Hall—O-18
 Andrews Hall—V-23
 Armory (1511 University)—H-6
 Arnett Hall—V-24
 Athens Court—E-14
 Baker Hall—O-14
 Balch Fieldhouse—J-14
 Biopsych—K-12
 Brackett Hall—O-11
 Buckingham Hall—W-24
 Business—Q-21
 Carlson Gymnasium—J-13
 Chemistry—N-9
 Clare Small Gymnasium—H-11
 Cockerell Hall—O-19
 College Inn Conference Center—D-8 (17th and Athens) not shown
 Colorado Court—KK-32
 Communication Disorders Bldg.—T-22
 Computing Center—AA-36
 Continuing Education—H-3, 1221-1229 University
 Cottage No. 1—M-5
 Crosman Hall—P-19
 Darley Commons—QQ-38
 Darley Towers—PP-37
 Day Care Center (2202 Arapahoe)—B-17
 Denison Laboratory—O-7
 Distribution Center (not shown) 2000 Central Ave
 Duane Physical Laboratories (includes Duane Physics and Astrophysics, George Gamow Tower, Laboratory for Atmospheric and Space Physics (LASP), and Joint Institute for Laboratory and Astrophysics (JILA—Laboratory and Tower)—M-14
 Duane Physics and Astrophysics—M-15
 Economics—M-5
 Education—N-6
 Ekeley Chemical Laboratories—(includes Ekeley Chemistry and Pharmacy) M-8
 Ekeley Chemistry—M-8
 Engineering Center—M-21, O-20, O-22, P-21
 Environmental Design—O-12
 Events/Conference Center—S-24
 Faculty-Staff Court—E-10
 Farrand Hall—Q-17
 Fiske Planetarium—U-20
 Fleming Law—X-20
 Folsom Stadium—K-16
 Gamow Tower—M-14
 Geology—N-5
 Grounds and Service Center—I-17
 Guggenheim Geography—M-5
 Hale Science—K-4
 Hallett Hall—R-18
 Health Physics Laboratory—I-18
 Heating Plant—N-12
 Hellems Arts and Sciences—N-7
 Henderson Museum—O-7
 Hunter Science—N-11
 Imig Music—Q-13
 Institute of Behavioral Genetics—EE-28
 Institute of Behavioral Science No. 1—H-2 (1416 Broadway)
 Institute of Behavioral Science No. 2—E-1 (1546 Broadway)
 Institute of Behavioral Science No. 3—G-2 (1424 Broadway)
 Institute of Behavioral Science No. 4—G-2 (1220 Grandview)
 Institute of Behavioral Science No. 5—H-6 (1201 17th)
 Institute of Behavioral Science No. 6—F-2 (1243 Grandview)
 Joint Institute for Laboratory Astrophysics—N-13 (JILA—Laboratory and Tower)
 Ketchum Arts and Sciences—M-11
 Kittredge Commons—W-21
 Kittredge (includes Andrews Hall, Arnett Hall, Buckingham Hall, Smith Hall, and Kittredge Commons, Kittredge West)—W-22
 Kittredge West—V-19
 Koenig Alumni Center—I-3
 Laboratory for Atmospheric and Space Physics (LASP)—M-13
 Libby Hall—O-16

Life Sciences Laboratories—(includes Ramaley Biology, Biosciences, and Muenzinger Psychology) L-13
 Macky Auditorium—I-7
 Marine Court—D-14 not shown
 McKenna Languages—J-6
 Muenzinger Psychology (Life Sciences Laboratories)—L-13
 Newton Court—E-19
 Nichols Hall—R-14
 Norlin Library—L-10
 Nuclear Physics Laboratory—CC-33
 Old Main—K-7
 Page Foundation Center—H-4
 Pharmacy (Ekeley Chemical Laboratories)—M-9
 Porter Biosciences—K-12
 Ramaley Biology (Life Sciences Laboratories)—L-12
 Reed Hall—Q-19
 Regent Administrative Center—S-15
 Research Laboratory No. 1—BB-28
 Research Laboratory No. 2—DD-28
 Research Laboratory No. 3—BB-30
 Research Laboratory No. 4—DD-28
 Research Laboratory No. 6—AA-32 (Marine St. Sciences Center)
 Service Center—AA-33
 Sewall Hall—H-10
 Sibell Wolle Fine Arts—N-11
 Smiley Court—JJ-29
 Smith Hall—X-22
 Sommers-Bausch Observatory—U-21
 Stearns Towers—NN-38
 Student Recreation Center—I-13
 Team House—I-19
 Temporary Building No. 1—H-11
 Temporary Building No. 84 (Ski Shed)—GG-33
 Transportation Center—AA-31
 University Administrative Center—T-14 (914 Broadway)
 University Club—R-10
 University Memorial Center—O-9
 University Services Center (includes Motor Pool, Service Center, and Research Laboratory No. 5)—AA-29
 University Theatre—M-7
 Wardenburg Student Health Center—R-13
 Willard Administrative Center (north side) and Willard Hall (south side)—R-16
 Williams Village (includes Darley Commons, Darley Towers, and Stearns Towers)—OO-39
 Woodbury Arts and Sciences—K-8



REGISTRATION INFORMATION

Registration Instructions for Credit, Noncredit, and Certificate Courses

Advance Registration is Necessary and Can Be Accomplished:



In person:

Monday through Thursday, 8:30 a.m.-5:30 p.m.; Friday, 8:30 a.m.-5 p.m., 1221 University Avenue, Boulder. Short-term metered parking nearby.

By mail:

To enroll for courses, please fill out the appropriate forms (page 49 for Noncredit/Certificate—on page 51 for credit) completely, and send them to:

Division of Continuing Education
Campus Box 178
University of Colorado at Boulder
Boulder, Colorado 80309-0178

You may register for up to three credit hours by mail. For additional credit hours, visit our office. No limit on Noncredit or Certificate courses. Use the free return mailer with VISA or MasterCard.

By phone:

If you are enrolling for Noncredit or Certificate courses, you may register by phone with payment made by MasterCard or VISA credit cards. Call 492-5148. Longmont or outside Denver Metro area, call 1-800-332-5839.

Please:

Most courses have limited enrollment, so register as soon as possible to insure your place in class. Courses may be closed or cancelled, depending upon enrollment. Please register at least five days before the starting date of any Noncredit/Certificate course.

Please call 492-5148 with any questions on your registration procedure. From Longmont or outside Denver metro area, call 1-800-332-5839.

Compliance with Colorado House Bill 1021 requires that course enrollees verify their Selective Service registration status. Your mail-in registration form contains this information. In-person registrants will be given this form at our office. Phone-in registrants may give information over the phone.

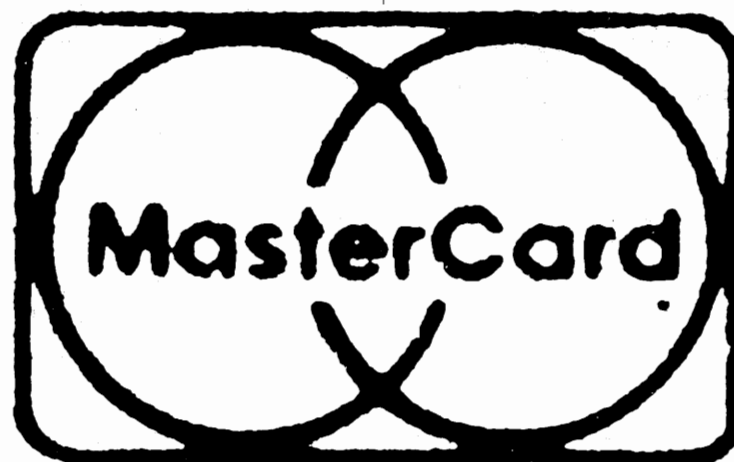
Disabled individuals who would like to register, please call our registration staff at 492-5148 and we will make special arrangements to assist you.

All listed textbooks and supplies are available at the University Book Center, UMC basement, on campus.

Refund Information is listed with the specific program information. In all cases, if a course is cancelled or rescheduled at an inconvenient time, a full refund is given. Credit course cash and credit card tuition refunds are processed within two weeks of completing a Drop Voucher in the Division Registration Office, 1221 University Avenue. Noncredit/Certificate course drops may be phoned in. If payment was made by check, the refund will take 4-6 weeks. That time can be cut considerably by presenting a copy of both front and back of your cancelled check when dropping.

Weather-related closing policy: Students may expect classes to be held when scheduled even in inclement weather, the only exception being when the Chancellor closes the campus because of extreme weather conditions. Local radio stations will announce the campus closing frequently during the day. Call 492-5500 for campus closing information.

The University of Colorado is an affirmative action/equal opportunity institution.



Registration for Certificate and Noncredit Courses

PLEASE PRINT

S.S. No. # _____

Birthdate _____
Month/Day/Year

Mr.

Ms.

Last

First

Middle Initial

Mailing Address _____ Home Telephone _____

City _____ State _____ Zip _____

Business Name _____

Business Address _____ Office Telephone _____

City _____ State _____ Zip _____

SELECTIVE SERVICE REGISTRATION CERTIFICATION

Information on Selective Service registration must be provided in order to comply with Colorado law. Male students born after December 31, 1959, must complete this form in order to be permitted to register.

_____ I certify that I am registered with the Selective Service.

I am not required to register with the Selective Service because:

_____ I am a female.

_____ I am in the U.S. Armed Forces on active duty. (NOTE: Members of the Reserves and National Guard must register with Selective Service.)

_____ I have not yet reached my 18th birthday. (NOTE: You must file this notice every term, if you are male, until you turn 18 and have registered with the Selective Service.)

_____ I am age 26, or older, as of the date of the first day of classes for the term for which I am registering.

_____ I am a non-immigrant alien lawfully admitted in the United States.

I affirm under penalty of perjury that the information presented on this form is true and complete.

(NOTE: A person may file, but shall not be required to file, a statement indicating his position as a Conscientious Objector. The filing of a Conscientious Objector statement does not exempt one from completing this form.)

Student Signature _____ Date _____

Course No.	Course Title and (if applicable) Section Number	Tuition
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Attach additional sheet if needed

Total Enclosed _____

Tuition Payment by Mail

Please send a check, payable to University of Colorado, to:
Division of Continuing Education
Campus Box 178
University of Colorado at Boulder
Boulder, CO 80309-0178

If using MasterCard, VISA
enclose the following information:

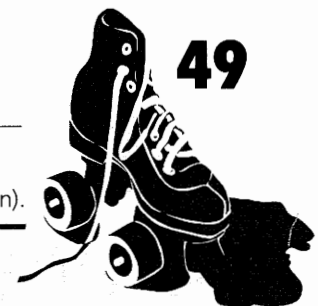
Charge: VISA MasterCard (check one)

_____ / _____ / _____ / _____

Expiration Date _____ / _____

Print cardholder's name, as it appears on the charge card.

Note that credit card enrollments can be made by phone (see Registration Information).



1395102



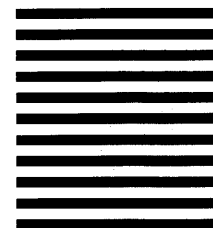
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NECESSARY
IF MAILED
IN THE
UNITED STATES

BUSINESS REPLY MAIL

FIRST CLASS MAIL PERMIT NO. 165 BOULDER, CO

Postage will be paid by addressee

*Continuing Education
Campus Box 178
University of Colorado
Boulder, CO 80302-9973*



Tape here to close fold. Do not staple.

Using MasterCard/VISA only:
Free return mailer for your convenience.
Tear or cut page out, fold along solid lines
(So Business Reply Mail faces out.)
Tape closed. DO NOT STAPLE.
Mail today. No postage required.





NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES

BUSINESS REPLY MAIL

FIRST CLASS MAIL PERMIT NO. 165 BOULDER, CO

Postage will be paid by addressee

*Continuing Education
Campus Box 178
University of Colorado
Boulder, CO 80302-9973*



Tape here to close fold. **Do not staple.**

Tuition Payment by Mail

— For 3 Credit Hours Only.

Charge: VISA MasterCard

_____ / _____ / _____ / _____

Expiration Date _____ / _____

Print cardholder's name, as it appears on the charge card.

Using MasterCard/Visa only:

Free return mailer for your convenience.

Tear or cut page out, fold along solid lines

(So Business Reply Mail faces out.)

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_____ I am age 26, or older, as of the date of the first day of classes for the term for which I am registering.

_____ I am a non-immigrant alien lawfully admitted in the United States.

I affirm under penalty of perjury that the information presented on this form is true and complete.

(NOTE: A person may file, but shall not be required to file, a statement indicating his position as a Conscientious Objector. The filing of a Conscientious Objector statement does not exempt one from completing this form.)

Printed name — last, first, middle _____

Student # (SSN) _____

Signature _____

Date _____

*Form approved by The Regents of the University of Colorado.

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University of Colorado at Boulder
Continuing Education
1221 University Avenue
Campus Box 178
Boulder, Colorado 80309-0178

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Or Current Resident



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What's on your horizon this summer? A galaxy of opportunities is beckoning — whether you're charting a course for career enhancement or exploring paths to personal growth.

Pick a plan to match your vision. You can learn to run a Mac or follow a track, make a speech or film a beach, take a hike or design a bike.

With academic classes or fascinating noncredit courses, steer toward a stellar summer.

Don't just wish upon a star — register now, to be who you are.

And remember — the sky's the limit.

*Instruction offered as part of the
Statewide Extended Studies Program.*