

Ambitious journeys start at Westmoreland



- Get into the job market in two years or less* through one of more than 60+ dynamic career programs
- Start your bachelor's degree at Westmoreland and then transfer your credits, saving thousands in tuition
- Take advantage of our small class sizes & connect with caring, expert faculty who have real-world experience
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Westmoreland is an affirmative action, equal opportunity college

*Time is dependent upon program and if any developmental coursework is required.



Murrysville

MURRYSVILLE

Fall 2019 Continuing Education Classes

All classes will be held at 6707 Mellon Road, Export or online.

AARP Smart Driver Course

This two-session classroom driver retraining program is designed to help adults age 50 and better improve their driving skills. The class covers the effects of aging and medications on driving, basic driving rules, license renewal, local traffic hazards, adverse road conditions, energy saving and accident prevention measures. \$20 material fee payable at first class (check or money order only made payable to AARP, no cash). The fee is only \$15 if you are a member of AARP (membership card must be presented). NOTE: You must be age 50 or older, have a valid driver's license and attend both sessions to receive a certificate.

RSVL 2150-90 Wednesday & Thursday,
September 18 & 19, 9 a.m.-1 p.m.



AARP Smart Driver Course Four-Hour Refresher

This class will teach you how to handle adverse driving conditions and traffic hazards, in addition to learning about the effects of aging and medications on driving. Prerequisite: AARP Driver Safety eight hour class. You must bring the safety certificate from prior 55 Alive Driver Safety class as proof of completion. \$20 material fee payable at first class (check or money order

RSVL 2154-90 Thursday, September 26, 9 a.m.-1:30 p.m.



NEW - Excel 2019, Level 1

You will be introduced to the essential Excel features. You will create worksheets by entering and editing data, manage and navigate worksheets and workbooks, create formulas, use functions, manipulate worksheet data, format worksheet contents and prepare, set up and print information. Windows knowledge is required. Textbook available at the College Store. Bring flash drive to class. James DeLuca, \$79 tuition + required textbook, 1.2 CEUs

DAPX 1783-90 4 Wednesdays starting October 2, 6-9 p.m.

Discover your Family Tree

Discover who your ancestors were and where they lived and provide your family with a legacy they will appreciate and cherish. Basic methods to conduct genealogical research will be reviewed to assist you in tracing your family tree. Frank Kordalski, Jr., \$35 tuition, .75 CEUs

HSTX 2601-90 3 Mondays starting October 7, 6:30-9 p.m.

 Denotes Online Class

ONLINE LEARNING
the solution for today's busy adult

Convenient - Affordable - Effective

For more information visit our website!
www.ed2go.com/wcconed

Please note that the Senior Citizen Tuition Waiver does not apply to Ed2GO classes. No credit or CEUs are awarded for Ed2Go classes.

To register, call 1.800.262.2103, ext. 4204 and give the code for the course you wish to take.
For more information, contact Sylvia Detar, director/Continuing Education, at 1.800.262.2103, ext. 4190.
Visit www.westmoreland.edu/coned for a complete list of all continuing education classes.

Hatha Yoga

Yoga is an ancient practice that promotes a sense of inner peace through a series of physical exercises (asanas or postures) and breathing techniques. What sets yoga apart from fitness programs is an emphasis on the breath as well as a noncompetitive attitude. We will concentrate on Hatha Yoga stretches, centering and meditation. All poses are presented with options for all levels from beginners to intermediate so everyone feels comfortable. Bring yoga mat to class. Saroja Chandra, \$55 tuition, 1.0 CEUs

PHSX 9490-90 8 Tuesdays starting October 8, 6-7:15 p.m.

The History of Bushy Run Battlefield

The Battle of Bushy Run was one of the most significant Native American conflicts in American History. Come and discover the role this local historical landmark played in the history of our nation. Scott Perry, \$15 tuition, .3 CEUs

HSTX 3072-90 Thursday, October 10, 6-9 p.m.

Google Apps

Google offers a web-based software suite that allows you to create documents, spreadsheets and presentations and save them in the cloud on Google Drive. The suite allows you to create, edit, save and share documents. This class will instruct you in this technology whether you need to utilize the tools because your child's school district is using them with their students, you work for a company who uses them for day-to-day operations or you want to access your information from any computer with Internet access. Must have a Gmail account, password to access the account and computer experience. Textbook available at the College Store. James DeLuca, \$95 tuition + required textbook, 1.2 CEUs

DAPX 2307-90 4 Wednesdays starting October 30, 6-9 p.m.

The Business Plan

Whether starting a business or growing the one you have, a business plan serves as a roadmap and can help secure needed funding. Evaluate the many aspects and potential hurdles of your business and build the business plan, one step at a time. Focusing on the most critical components of the business plan enables you to uncover hidden risks and assess the business from a marketing, management and financial vantage point. Mary Beth Izzard, MBA, \$195 tuition (includes book), 1.6 CEUs

SMBX 0448-W1 October 7-November 1 (online)



NEW - Foundations of Supply Chain Management

Supply Chain Management is on the radar for C-Level executives as both a competitive threat and opportunity. Do you have a strategy for your supply chain? Is it aligned? Do you know and understand the decisions and trade-offs you have to make? Upon completion of this course you will not only understand the above, you will have a completed plan created for your own supply chain. Chuck Nemer, \$245 tuition, 1.6 CEUs

JREX 7548-W1 October 7-November 1 (online)

QuickBooks

Manage the financial aspects of your small business quickly and efficiently with this powerful accounting software program. QuickBooks is designed especially for the small to mid-sized business owners to create and print invoices, track payables and receivables, and more.

New course sessions begin monthly. For class start dates, prices and to register, go to www.ed2go.com/wcconed.

Education2Go

Please note that the Senior Citizen Tuition Waiver does not apply to Ed2go classes.

No credit or CEUs are awarded for Ed2go classes.



NEW - Lean Six Sigma Green Belt Boot Camp

Lean Six Sigma is the rigorous and relentless reduction of waste (Lean) and variation (Six Sigma) in the critical processes of an organization that impact revenues and costs, as well as stakeholder satisfaction. It can be applied both to services and manufacturing industries to reduce defects, overproduction, wait time, inventory, processing and more.

The certification test is part of the class. \$2,796 tuition, 3.2 CEUs

JREX 4856-W1 Monday through Thursday, October 7-10, 9 a.m.-5 p.m.

JREX 4856-W2 Monday through Thursday, October 28-31, 9 a.m.-5 p.m.


JREX 4856-W3 Monday through Thursday, November 11-14, 9 a.m.-5 p.m.

JREX 4856-W4 Monday through Thursday, December 2-5, 11 a.m.-7 p.m.

JREX 4856-W20 Monday through Thursday, January 13-16, 11 a.m.-7 p.m.

Additional class dates are available for the Online Live® classes listed above. Please direct inquiries to Sylvia Detar, director/Continuing Education at detars@westmoreland.edu or 724.925.4190.

Refunds: Class can be canceled with full refund five (5) business days prior to start date.



Online Live® Classes
Westmoreland has partnered with New Horizons to offer you training opportunities in an Online Live® format. In this format, you will have the benefits of being in a dynamic interactive learning environment while being at home, work or anywhere with Internet access. These online classes are instructor-led and synchronous.



NEW - Certified Associate in Project Management (CAPM)® - Sixth Edition

If you are new to Project Management, train and earn your PMI Certified Associate in Project Management (CAPM)®. The CAPM certification is designed as an entry-level certification for project managers with minimal experience. By training for and passing your CAPM certification you can demonstrate clear foundational training and skills to begin your career as a Project Manager. After earning your CAPM, if you want to take your certification to the next level, you can use the hours you lead and direct projects as a CAPM to satisfy the hours required to earn your Project Management Professional (PMP) certification. To earn your CAPM, you need to have: High School or equivalent diploma; minimum of 1500 hours experience or 23 hours of Project Management training (this course satisfies the training requirement). Courseware and test voucher included. \$2,380 tuition, 3.2 CEUs

JREX 6659-W1 Monday through Thursday, October 21-24, 9 a.m.-5 p.m.

JREX 6659-W2 Monday through Thursday, November 11-14, 9 a.m.-5 p.m.

JREX 6659-W3 Tuesday through Friday, December 10-13, 9 a.m.-5 p.m.

JREX 6659-W20 Monday through Thursday, January 6-9, 9 a.m.-5 p.m.

NEW - Excel 2016/2019 Data Analysis with Pivot Tables

Being able to harness the power of Pivot Table features & create Pivot Charts will help you gain an edge. Not only will you be able to summarize data to analyze, but you can organize the data in a way that can be meaningfully presented to others. \$295 tuition, .8 CEUs

JREX 1762-W1 Friday, October 4, 11 a.m.-7 p.m.

JREX 1762-W2 Friday, November 15, 9 a.m.-5 p.m.

JREX 1762-W3 Monday, December 9, 11 a.m.-7 p.m.

JREX 1762-W20 Friday, February 21, 9 a.m.-5 p.m.

NEW - Excel 2016/2019 Data Analysis with Power Pivot

Excel provides Power Pivot to help organize, manipulate, and report on data in the best way possible. In this course, you will gain a solid understanding of Power Pivot to maximize your effectiveness when analyzing data. \$295 tuition, .8 CEUs

JREX 1763-W1 Wednesday, October 30, 11 a.m.-7 p.m.

JREX 1763-W2 Friday, November 22, 9 a.m.-5 p.m.

JREX 1763-W3 Friday, December 13, 9 a.m.-5 p.m.

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Take a course on topics ranging from A-Z Grant Writing, Photography, to Web Design and more all from the comfort of your home or office at times that are convenient for you.

Each course comes equipped with a knowledgeable and caring instructor, lively discussions with your fellow students, and practical information that you can put to immediate use.

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www.ed2go.com/wcconed



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