Meet the Instructor
Tommy Thomas
Fly Fishing Expert
ON THE FRONT COVER
Meet the Instructor:
Fly fishing expert and HCC instructor Tommy Thomas has 30 years of experience in the sport and enjoys sharing his knowledge and experience with students.

Dates, locations, and fees of all courses listed are subject to change.
PUBLIC SAFETY TRAINING

Haywood Community College is committed to serving public safety entities throughout our county. The new Public Services Training Facility gives HCC the ability to offer training with cutting edge equipment paired with some of the best instructors available.

A Pathway for Law Enforcement

Haywood Community College is excited to announce a new opportunity for those interested in a career in law enforcement. The Detention Officer Certification course under the guidelines of the North Carolina Sheriffs’ Education and Training Standards Commission is now being offered to highly motivated and highly qualified candidates. This course, along with the current Basic Law Enforcement Training Certification and Telecommunicator courses, provides multiple entry points into a career in law enforcement. Also, credit toward a degree may be possible for those interested in earning a degree in Criminal Justice.

Basic Law Enforcement Training

Basic Law Enforcement Training (BLET) is designed to give students essential skills required for entry-level employment as law enforcement officers with state, county, or municipal governments, or in private enterprise. Trainees must successfully pass a state-administered exam as well as demonstrate competency in all skill areas in order to be eligible for certification as a law enforcement officer.

Classes start in the spring and fall each year. The spring class will be a day class from 8am until 6pm most days. Packets will be made available to candidates beginning February 1st. The fall class will be held each night from 5pm until 10pm. Packets for this class will be available June 1st.

Detention Officer Certification

This certification-related Detention Officer Certification Course (DOCC) is offered under guidelines and requirements as set forth by the North Carolina Sheriffs’ Education and Training Standards Commission. Properly certified state instructors are used in all topic areas. Trainees must successfully pass a state-administered
exam as well as demonstrate competency in all skill areas in order to be eligible for certification as a detention officer. Lecture, demonstrations and practical exercises are primary methods of instruction.

Classes start in the spring and fall each year. The spring class will be a day class from 8am until 6pm most days. Packets will be made available to candidates beginning February 1. The fall class will be held each night from 5pm until 10pm. Packets for this class will be available June 1.

Telecommunicator
This certification-related Telecommunicator Course is designed to meet the training guidelines mandated by the North Carolina Sheriffs’ Education and Training Standards Commission. Trainees must successfully pass a state-administered exam, as well as demonstrate competency in all skill areas in order to be eligible for certification. Must be 18 years of age. New classes are held each fall.

In-service Training
Mandatory in-service training for law enforcement personnel will be offered throughout the year. The topics will be those mandated by the NCDOJ.

For further information about our law enforcement programs call 828-565-4241 or email our Law Enforcement Training group at HCC-lawenforcementtraining@haywood.edu.

FIRE AND RESCUE CLASSES

Haywood Community College Fire Academy will begin January 9, 2018.

Registration fees range from $70-$180, depending on the number of class hours. Registration fees are waived for active members of a fire department (volunteer or paid). Some fees may apply.

Haywood Community College has a contemporary training facility which includes classrooms and a four-story Class-B burn building. The burn building has the ability to simulate kitchen, bedroom, attic, and electrical fires. There are three rappelling decks, an elevator shaft, and strategically placed anchors to practice bailouts.

For information or to register, contact us:
828-565-4247
HCC-firetraining@haywood.edu

SECOND ANNUAL WILDERNESS WEEK APRIL 21-28, 2018 CAMP HOPE

HCC and Haywood County Emergency Management will be hosting a Search and Rescue Weekend Academy beginning April 21, 2018 at Camp Hope in Cruso, NC.

Classes include the following:

- TR Wilderness April 21-27 60 hours
- Advanced Wilderness April 21-27 60 hours
- ICS 300 April 23-24 20 hours
- MLSO April 25-26 20 hours
- Man Tracking 1 April 23-27 40 hours
- Man Tracking 2 April 23-27 40 hours
- Rescue Officer April 23-25 29 hours
- Map Reading April 23-24 16 hours
- Wildland Firefighting April 23-27 40 hours
- Final Exercise April 28 8 hours

There will be bunk style lodging on-site or you are welcome to pitch a tent. Make sure to bring a sleeping bag! Remember, it is still April, so be prepared for cold and wet weather. Food will be provided for $100/person. Food cannot be pro-rated. To register, call 828-565-4247 by April 1 to reserve your spot.
ALLIED HEALTH

Nurse Aide I
Short term training that prepares individuals to work as caregivers in a health care setting such as a nursing home, hospital, or home health care. Students will attend 162 hours of instruction - 48 clinical hours and 114 classroom hours taught by a registered nurse. Approved by the North Carolina Division of Health Service Regulation. Prerequisites: High School Diploma, GED or reading test results at a 9th grade level or above.

Classes: Summer classes to be announced. August 2018 day and evening classes will also be available.
Dates: To be announced
Tuition: $227.25
Registration: Contact Sandy Fischer at 828-565-4145 or sfischer@haywood.edu

Phlebotomy
This course prepares the student to draw blood specimens from patients in a clinical facility. Students will attend 207 hours of instruction: 87 class hours and 120 clinical hours. Prerequisites: High School Diploma or GED.

Classes: Tuesdays and Thursdays, 6-9p.m.
Dates: To be announced
Clinical hours will be outside of class time.
Tuition: $252.25
Registration: Contact Sandy Fischer at 828-565-4145 or sfischer@haywood.edu

Medication Aide
This course is designed to meet the training requirements for becoming qualified as a medication aide. Students will attend 24 hours of instruction. Prerequisites: High school diploma or GED and current listing on NC Nurse Aide I Registry.

Classes: To be announced
Dates: To be announced
Tuition: $80.00
Registration: Contact Sandy Fischer at 828-565-4145 or sfischer@haywood.edu
Bill Faust, Haywood Community College Emergency Medical Services Coordinator, was first introduced to medical services as a boy when he visited his local rescue squad as a scout to get his first aid merit badge. This sparked an interest that has led to a career in the field.

Before moving to North Carolina, Bill was operations chief for EMS and rescue in Clinton, New Jersey. But his family wanted a slower pace of life and to move closer to his brother in Gastonia, NC. As luck would have it, Bill accepted a job at Gaston College as a full-time faculty member for the Emergency Medical Science program.

To celebrate their anniversary, Bill and his wife vacationed in Maggie Valley and fell in love with Haywood County. When Bill saw a position advertised at HCC for his current job, he was eager to make the move.

In his position as Emergency Medical Services Coordinator, Bill develops and coordinates classes for EMT, Advanced EMT, Emergency Medical Responder, paramedics and CPR training. He ensures that all first responders receive the continuing education training they need each month.

Bill joined HCC just in time to move into the new Public Services Training Facility. “The College is able to offer more classes in this new facility. We are very fortunate to have this space.”

According to Bill, this facility offers so many possibilities to all first responders. “For EMS training, the fire tower can be used to provide training on different scenarios such as extracting a patient down steps or by making different room configurations.”

Excited to be settling into his new role and the College’s new building, Bill wants to provide the best training in EMS that he can. He is appreciative of his team. “I am blessed to find such a great group of instructors who are very experienced. We all work together to improve public safety for this area.”

An integral part of the team is Heather Hunter who serves as HCC’s Clinical Coordinator, bringing a wealth of knowledge to the College. Heather coordinates all the clinical time required for both new and existing EMS personnel with agencies throughout western North Carolina. These professionals require anywhere from 24 to 300 hours of clinical time depending on the class they are taking.

In addition to this part-time job, Heather is the full-time training officer for Haywood County Emergency Services. Both jobs go hand-in-hand, maintaining documentation and recertification for employees to ensure that the citizens of Haywood County are getting the best care possible.

Like Bill, Heather started in the field at an early age. She became a volunteer with Junaluska Fire Department at the age of 17. She started her higher education at HCC where she has completed paramedic, firefighter and Basic Law Enforcement Training.

Heather has worked as a dispatcher for the Waynesville Police Department and the 911 call center. She spent a year in Afghanistan as a paramedic for the Department of Defense.

Both as a student herself and now as an employee, Heather says the College does an excellent job of providing classes for professionals who are working in the field full-time.

Heather can also be found in the classroom as an instructor. “The students we see at HCC are a mix of those who have never seen the back of an ambulance to those who have dedicated their life to this kind of work.”

Working together, the entire team at HCC’s Public Services Training Facility has one goal in mind: to prepare Haywood County Emergency Responders with the best training they can give to the community.
Notary Public Education
This course covers the qualifications, procedures, and certification for becoming a notary. Pursuant to the NC Notary Act, to apply for commissioning as a notary you must be 18 years of age or older and a legal resident of the U.S., be able to speak, read and write English, have a high school diploma or equivalent, and reside or have a regular place of work or business in N.C.

Upon completion of this course with a passing exam grade of 80%, a person is eligible to make application with the NC Secretary of State office. The required textbook, Notary Public Guidebook for North Carolina, is available at the HCC bookstore. Students are encouraged to read through the textbook prior to attending the course. Students must present a current photo ID to be admitted to class. All classes are on Saturdays from 9 a.m. - 5 p.m.

Cost: $75 + required textbook
Registration: contact the Continuing Education department at 828-627-4669

Course Codes
- CSP-4000-15001
- CSP-4000-15002
- CSP-4000-15003
- CSP-4000-15004
- CSP-4000-15005
- CSP-4000-15006
- CSP-4000-15007

Dates
- 1/1/2018
- 2/3/2018
- 3/3/2018
- 4/7/2018
- 5/5/2018
- 6/2/2018
- 7/14/2018

Defensive Driving
The District Attorney Wants You To Be A Safe Driver!
Have you received a speeding citation? You can now enroll in the National Safety and Health Council Defensive Driving four-hour course. The Safe Driving Program may prevent assessment of insurance points or premium surcharges on your policy and/or points on your North Carolina driver’s license. This program is made available by the 30th Judicial District (Haywood, Jackson, Swain, Clay, Cherokee, Macon, and Graham Counties).

Anyone may take advantage of this class, even if you have not received a ticket. The benefit of taking a defensive driving course is being able
to keep you and other drivers safe on the road. Excellent information is included for all drivers, including new drivers.

To Register:
• Drivers must register no later than three days prior to the class beginning.
• No late arrivals will be admitted to class.
• Refunds will NOT be granted for failure to attend class.
• You must register in person at HCC.

Cost: $65 (no personal checks)
Day/Time: Mondays, 6-10p.m.
Location: 186 Armory Drive, Clyde, NC 28721

ED2GO–Online Classes That Fit YOUR LIFE!
A wide range of highly interactive courses that you can take entirely over the internet. All of the courses include expert instructors, many of whom are nationally known authors. The online courses are affordable, fun, fast, convenient, and geared just for you. Topics include:

• Accounting and Finance
• Business
• College Readiness
• Computer Applications
• Design and Composition
• Healthcare and Medical
• Language and Arts
• Law and Legal
• Personal Development
• Teaching and Education
• Technology
• Writing and Publishing

For more information, please contact the Continuing Education department:
828-627-4669
HCC-communityservice@haywood.edu

AUTOMOTIVE

Auto Body – Structural Repair
This course introduces safety, equipment, tools, structural analysis and repair to vehicles. Topics include shop safety, design and construction, structural analysis and measurement, equipment, repair techniques, and other related topics. Upon completion, students should be able to analyze and perform minor repairs to vehicles’ structure and related areas.

Cost: $211.25
Day/Time: Mondays and Tuesdays, 4-9p.m.
Location: 1600 building, room 1607

NC Auto Safety Inspection
This course covers the operation of a public inspection station and station facilities, and inspection rules and procedures (for brakes, lights, horn, steering, wipers, directional signals, tires, mirrors, exhaust system, etc.) Safety inspectors are responsible for knowing all the information in the NC Safety Inspection Manual. Initial (new) and recertification courses are eight hours.

OBD II Certification is required in all current emissions counties. The course is designed to prepare auto technicians and service personnel as OBD emission inspectors for motor vehicles. Course topics include regulations and test inspection procedures required by the NC DMVC for OBD emission inspectors. These courses require PRE-REGISTRATION.

Cost: $75
Day/Time: Tuesdays and Thursdays, 6-10p.m.
Location: 1600 building, room 1607

Auto Safety Inspection
SEF-3001-11029    1/9 & 1/11
SEF-3001-11030    2/6 & 2/8
Escort Vehicle Operator
This course is designed to meet the training requirements set by the NC Department of Transportation to certify oversize-overweight load escort vehicle drivers. Course components consist of defensive driving, escort driver requirements, skills training, and an exam.

Cost: $75

Course Codes
- Initial Certification Classes
  - AUT-3003-11021 January 6
  - AUT-3003-11025 March 10
  - AUT-3003-11026 July 7
  - AUT-3003-11027 September 15
  - AUT-3003-11028 December 8

- Recertification Classes
  - AUT-3004-11023 April 24
  - AUT-3004-11022 June 16

For more information or to register, contact us:
828-564-5128
HCC-industrytraining@haywood.edu

OSHA 10-Hour Certification
This course is designed for employees or managers wanting to understand the basic safety standards for General Industry as outlined by OSHA. You will increase your ability to recognize hazards and increase awareness through better understanding of the regulations. The course curriculum and instructor are authorized by OSHA. Successful students will receive an official OSHA 10-hour course completion card. Must be 18 years of age to enroll.

Cost: $85

Course Codes
- ISC-3036-11013 01/16/18-01/17/18
- ISC-3036-11014 03/13/18-03/14/18
- ISC-3036-11015 05/15/18-05/16/18
- ISC-3036-11016 07/17/18-07/18/18

For more information or to register, contact us:
828-564-5128
HCC-industrytraining@haywood.edu
COSMETOLOGY

Nail Technician
This comprehensive course provides instruction and clinical practice in manicuring, nail building (application and maintenance of artificial nails), and pedicuring. The course content includes nail anatomy, disorders of nails, and irregularities of nails; theory and salesmanship as it relates to manicuring; actual practice in manicuring; and arm, hand, and foot massage. Please note: this is a comprehensive course to provide training for those persons interested in becoming registered manicurists only and not desiring to become licensed cosmetologists.

Cost: $207 plus supplies
Day/Time: Mondays - Wednesdays, 4-9p.m.
Location: Regional High Technology Center
112 Industrial Park Drive, Waynesville
Room 3011

Course Code Dates
COS-3101-11004 01/08/18-06/06/18

For more information or to register, contact us:
828-564-5128
HCC-industrytraining@haywood.edu

WORKFORCE DEVELOPMENT

Human Resource Development
Human Resource Development courses provide individuals with employability skills and prepare them for success in the workplace. They are designed for unemployed or underemployed individuals seeking employment. The fee is waived for those who qualify.

Current Course Offerings:
• Microsoft Office
• Introduction to PowerPoint (6 hours)
• Introduction to Excel (12 hours)
• Acing Interviews (12 hours)
• Career Readiness Certificate
  Preparation (online): offered monthly and you must register in person.

For more information or to register, contact us:
828-564-5128
HCC-hrd@haywood.edu

Career Readiness Certificate
National Career Readiness Certificate (CRC) proves to employers that you have the skills to do the job. A majority of the jobs in the U.S. require competency in applied mathematics, reading for information, and locating information.

HCC offers online instruction to provide you with the skills necessary to take the CRC WorkKeys assessments. Employers nationwide recognize the CRC as proof of your skills.

For more information or to register, contact us:
828-564-5128
HCC-hrd@haywood.edu

BUSINESS & ENTREPRENEURSHIP

Introduction to QuickBooks 2018 Edition
Whether you recently upgraded from a previous version of QuickBooks or you want to learn how to use QuickBooks to manage your customers, vendors, and employee accounting needs, then this is the course for you! In this course, you can learn the basics of QuickBooks 2018 such as how to use the interface, setup your companies, use lists, work with inventory, sell your products, invoice customers, process accounts receivable, work with bank accounts, and accounts payable.

Course Code Dates
ACC-3150-11028 Beginning June 2018

For more information or to register, contact us:
828-564-5128
HCC-industrytraining@haywood.edu
Please find complete course descriptions on our website: www.creativearts.haywood.edu.

Students must be registered for classes at least one week prior to class. Students must also cancel participation at least one week in advance for a full refund. For the most updated information on classes, events, facilities, registration and directions, please visit creativearts.haywood.edu.

For more information or to register for a class, please contact us at: hcc-creativearts@haywood.edu 828-565-4240

PAINTING

Introduction to Painting: Acrylics
This course will introduce each student to the joys of painting! Students will learn the basics of painting with acrylic paints. Color theory, mixing and blending color and perspective will all be covered in this intro class. A supply list may be found online.

Cost: $130
Location: Creative Arts Building, room 7105

Course Codes | Dates | Times
--- | --- | ---
CSP-4000-24008 | Fr 1/12-2/16 | 1-4p.m.
Registration Deadline: 1/5

CSP-4000-24009 | We 3/7-4/11 | 1-4p.m.
Registration Deadline: 2/28

Intermediate Painting: Pet Portrait
Calling all animal and art lovers! This fun course is for the person who has some experience with painting and wants to capture their favorite furry friend. Please bring a few photographs of your subject. A supply list may be found online.

Cost: $130
Location: Creative Arts Building, room 7105

Course Codes | Dates | Times
--- | --- | ---
CSP-4000-24006 | Fr 1/12-2/16 | 5-8p.m.
Registration Deadline: 1/5

CSP-4000-24007 | We 3/7-4/11 | 1-4p.m.
Registration Deadline: 2/28

WOOD

Introduction to Instrument Building: Cigar Box & Strummer Dulcimer Stick
Learn the joy of building string instruments in this beginner class. This class is open to all levels of woodworkers and will cover instrument history, construction, fine-tuning, and even how
to play the instrument. Students will complete at least one instrument of their own creation. This class meets twice a week on Monday and Wednesday evenings.

**Cost:** $380  
**Location:** Creative Arts Building, room 7121  
**Registration Deadline:** 1/15

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<tr>
<td>CSP-4000-24060</td>
<td>1/22-2/28</td>
<td>5-9 p.m.</td>
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**Fly Rod Making**
Build or restore your own fly rod. Methodology of rod building will consist of techniques that are well over 100 years old. All materials will be provided but students are welcome to bring a rod to restore. This class meets twice a week on Tuesday and Thursday evenings.

**Cost:** $360  
**Location:** Creative Arts Building, room 7121  
**Registration Deadline:** 2/6

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<td>2/13-4/5</td>
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<td>CSP-4000-24061</td>
<td>6/12-8/7</td>
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**Instrument Building (Tackhead Banjo & Dulcimer)**
This course is open to students with a comfortable understanding of woodworking. Students will learn all the skills necessary to design and construct a tackhead banjo or a dulcimer. Students will complete at least one instrument of their own creation. This class meets twice a week on Monday and Wednesday evenings.

**Cost:** $380  
**Location:** Creative Arts Building, room 7121  
**Registration Deadline:** 3/12

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<td>CSP-4000-24051</td>
<td>3/19-4/25</td>
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**Instrument Building (Guitars)**
This course is open to students with a comfortable understanding of woodworking. Students will learn all the skills necessary to design and construct an acoustic guitar. Students will complete at least one instrument of their own creation. This class meets twice a week on Monday and Wednesday evenings.

**Cost:** $380  
**Location:** Creative Arts Building, room 7121  
**Registration Deadline:** 1/15

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<tr>
<td>CSP-4000-24062</td>
<td>5/14-6/20</td>
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**GLASS**

**Fused Glass Dichroic Pendant**
Create a unique glass pendant to wear by stacking dichroic and colored glass. Pendants will be fired and a bail attached for students. Pieces will be ready for pick up in 7 days. Class meets on Saturday.

**Cost:** $50  
**Location:** Creative Arts Building, room 7121  
**Registration Deadline:** 1/6

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<tr>
<td>CSP-4000-24034</td>
<td>1/13</td>
<td>10 a.m.-1 p.m.</td>
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**Intermediate Stained Glass**
Students will learn more advanced techniques of 2D stained glass art. Students will learn to design and create their own 2D pieces. The course will focus on intermediate students with previous stained glass experience and help them broaden and refine their skills. This class meets once a week on Monday afternoons. Previous stained glass experience is required.

**Cost:** $132  
**Location:** Creative Arts Building, room 7121  
**Registration Deadline:** 1/15

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<td>CSP-4000-24038</td>
<td>1/13</td>
<td>2-4:30 p.m.</td>
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**Fused Glass Dish**
Make a six-inch square dish using your creative imagination and colorful, fusible glass decorated to match your décor or to give as a cherished gift. Dishes will be fused and available for pickup seven days after course completion. Class meets on Saturday.

**Cost:** $50  
**Location:** Creative Arts Building, room 7121  
**Registration Deadline:** 1/26

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<tr>
<td>CSP-4000-24035</td>
<td>2/3</td>
<td>10 a.m.-1 p.m.</td>
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**Fused Glass Wind Chime**
Take this class to make a colorful fused glass wind chime to hang in your window or any sheltered area. Create your own wind chime by arranging beautifully colored pieces of glass on a base of fusible glass. We’ll show you how to assemble it and kiln fire it for you. Wind chimes will be fused and available for pickup seven days after course completion. Class meets on Saturday.

**Cost:** $50  
**Location:** Creative Arts Building, room 7121  
**Registration Deadline:** 3/3  
**Course Code** | **Date** | **Time**  
--------- | -------- | --------  
CSP-4000-24036 | 3/10 | 10a.m.-1p.m.  

**Fused Glass Garden Art**
This class is an introduction to basic fusing vocabulary and techniques. Create a fused glass piece of art to display in a flower box, your garden, or to give as a gift. You will make a design of your choice on a glass tile that will include a stake for displaying your finished piece. Class meets on Saturday.

**Cost:** $50  
**Location:** Creative Arts Building, room 7121  
**Registration Deadline:** 4/7  
**Course Code** | **Date** | **Time**  
--------- | -------- | --------  
CSP-4000-24037 | 4/14 | 10a.m.-1p.m.  

**FIBER**

**Beginning Floor Loom Weaving**
Begin your journey into the world of weaving. We will practice warping repeatedly during our time together. You will see how the loom helps you produce many weaves on one threading and you will also begin to understand color interactions. Woven structures and color interaction are the two basic elements of woven design. We will practice the methods of working that are most efficient and ergonomic. You will leave the class with a sampler of structures and four napkins or two towels from your color studies.

**Cost:** $225  
**Location:** Creative Arts Building, room 7306B  
**Course Codes** | **Dates** | **Times**  
-------- | -------- | --------  
CSP-4000-24010 | Tu 1/9-2/6 | 9a.m.-2p.m.  
CSP-4000-24011 | We 5/2-5/30 | 9a.m.-2p.m.  

**Beginning Weaving: Rigid Heddle**
Over, under then under, over. The simplest weave structure is easy on the small, portable rigid heddle loom. Preparing the loom to weave is quick and it does all the work for you. We will play with color and texture and introduce some finger manipulated techniques and the option of using more than one heddle. Weave at least one scarf or two towels or placemats during your time in class.

**Cost:** $133  
**Location:** Creative Arts Building, room 7306B  
**Course Codes** | **Dates** | **Times**  
-------- | -------- | --------  
CSP-4000-24018 | Tu 1/9-2/6 | 2-5p.m.  
CSP-4000-24019 | We 5/2-5/30 | 2-5p.m.  

**Dyeing to Quilt: Natural Dyes on Cotton**
In this weekend intensive, students will learn the natural dyeing process as it applies to cotton fabrics. We will dye fat quarters in a range of solid colors. We’ll talk about quilt planning considerations such as shrinkage and lightfastness, as well as possibilities for surface design using natural dyes. Each student will leave with a bundle of 20 hand-dyed fat quarters to use in their next quilting project. Class meets on Saturdays and Sundays.

**Cost:** $192  
**Location:** Creative Arts Building, room 7306B  
**Course Codes** | **Dates** | **Times**  
-------- | -------- | --------  
CSP-4000-24013 | 1/13-1/14 | 9a.m.-3p.m.  
CSP-4000-24063 | 2/10-2/11 | 9a.m.-3p.m.  
CSP-4000-24014 | 3/24-3/25 | 9a.m.-3p.m.  

Creative Arts courses continue on page 14.
MEET THE INSTRUCTOR

TOMMY THOMAS

First fly rod purchased: an antique store in Connecticut

Taught fly fishing by these legends of the sport:
Lefty Krea, Bob Clouser, Tom Baltz

Learned fly tying from: Frank Thompson, Tom Rosenbauer,
Dave Rothrock, Charlie Most, Don Bastian, Enrico Puglisi

Favorite stream: Tuckasegee

Started fly fishing: Yellow Breeches Creek, Pennsylvania
and now has fished in every state on the
east coast and several western states.

Most entertaining fly fishing: the flats in the Gulf of Mexico
off Longboat Key near Sarasota, Florida

Current President of the Cataloochee Chapter of Trout Unlimited,
past president of the National Chapter of Trout Unlimited

Member of The Catskill Fly Fishing Center and Museum
in Livingston Manor, NY

Rods on display in restaurants and inns
such as Tower Oaks Lodge in Washington, DC

“I have loved the sport of fly fishing
from the age of a very young kid.
I now have 30 years of experience in it.
I believe the most important thing you
can do in life is teach others things you
love. I want these students to come
out of class able to perform as well or
better than me. Hopefully they will
pass their knowledge on to others.”

Tommy Thomas
WHAT TO EXPECT IN THE FLY ROD MAKING CLASS

- Hands-on demonstrations of techniques
- Introduction of methodology that is over 100 years old
- Materials provided, but students may bring a rod to restore
- Students will learn to:
  - Find the spine of the rod
  - Mount the reel seat
  - Prepare and install the grip
  - Select thread colors
  - Locate the position of the snake guides and stripping guide
  - Thread wrap the rod
  - Epoxy finish the thread wraps
- Cast the finished rod in HCC’s mill pond
Essentials of Indigo Dyeing
During this weekend intensive, students will learn the fundamentals of starting an organic indigo vat, as well as maintaining it. We’ll discuss the science behind indigo dyeing and its applications. We will dye fabric and yarn and experiment with resist techniques. Each student will leave with a shibori scarf of their own creation, a set of samples, their own mini indigo vat, and a working knowledge of the process of dyeing with indigo and maintaining an organic vat. Supplies included. Classes are on Saturday and Sunday.

Cost: $250
Location: Creative Arts Building, room 7306B
Course Codes Dates Times
CSP-4000-24015 1/27-1/28 9a.m.-3p.m.
Registration Deadline: 1/19

CSP-4000-24016 2/24-2/25 9a.m.-3p.m.
Registration Deadline: 2/16

CSP-4000-24017 4/21-4/22 9a.m.-3p.m.
Registration Deadline: 4/13

Sustainable Cloth: Natural Dyes for Textile Artist
Over the course of a weekend, students will learn the details of the natural dyeing process. We’ll explore how to best approach dyeing each type of natural fiber in a range of colors. We will dye fabric and yarn and talk about possibilities for surface design using natural dyes. Each student will leave with a set of samples and a working knowledge of how to incorporate sustainable color into their fiber art. Classes are on Saturday and Sunday.

Cost: $186
Location: Creative Arts Building, room 7306B
Course Codes Dates Times
CSP-4000-24021 2/3-2/4 9a.m.-3p.m.
Registration Deadline: 1/26

CSP-4000-24022 3/10-3/11 9a.m.-3p.m.
Registration deadline: 3/2

CSP-4000-24023 4/28-4/29 9a.m.-3p.m.
Registration deadline: 4/20

Wear What You Weave: Simple Garments on the Rigid Heddle or Floor Loom:
Make a simple garment using basic shapes and draping from your rigid heddle or floor loom weaving. Learn to choose yarns and structures appropriate for garments. Learn basic finishing techniques useful for garment construction with handwoven fabrics. Basic sewing skills and knowledge of how to warp and weave on a rigid heddle or floor loom required. Class meets on Tuesdays.

Cost: $280
Location: Creative Arts Building, room 7306B
Course Code Date Time
CSP-4000-24025 2/20-4/10 9a.m.-1p.m.

Idea Generation Lab: Textiles
In this class we will ask ‘what if?’ Bring in a swatch of fabric that you have made that you would like to develop further. Each class we will work on developing and pushing the limits of that idea. We will evaluate each sample as we progress in the class. You can expect to leave the class with at least 5 new samples loosely based on the sample you brought in. This process is great for weavers who want to work on product development, generate new ideas for further work, or want to get out of a “weaving rut”. Class meets on Tuesdays.

Cost: $135
Location: Creative Arts Building, room 7306B
Course Code Date Time
CSP-4000-24024 2/20-3/20 1-5p.m.

Build Your Own Loom
You don’t have to have expensive equipment to learn to weave! All over the world people have been weaving on simple looms for centuries. In this class you will be introduced to several types of basic looms and build one that you can take home. We will go over basic weaving principles as well - no experience necessary! Class meets on Tuesdays.

Cost: $151
Location: Creative Arts Building, room 7306B
Course Code Date Time
CSP-4000-24012 3/27-4/10 1-5p.m.
**Surface Design with Natural Dyes**

In this course, students will learn a variety of methods for approaching textile design with natural dyes, including mordant painting, resist methods, and overdyeing. We’ll first learn the basics of producing desired color via natural dyes and indigo. We’ll then explore the various methods of producing a resist. Students will have the opportunity to sketch out and plan the design of a textile, using the techniques we have learned, and execute its design in the final weeks of class. Students will leave with a palette of colors in the form of a sample book and at least a yard of fabric they have designed and created. Students will come away with a wealth of knowledge in the possibilities of textile design with natural dyes. Class meets Tuesday evenings.

**Cost:** $377  
**Location:** Creative Arts Building, room 7306B  
**Registration Deadline:** 5/29

**Course Code** | **Date** | **Time**
--- | --- | ---
CSP-4000-24020 | 6/5-7/24 | 4:30-7:30p.m.

**Quilting**

This project-based course is designed for individuals interested in learning the art of quilting. You will choose a project incorporating all the major quilt techniques, and learn to sandwich, quilt, and bind your masterpiece. It’s the perfect opportunity to start at the beginning and learn one step at a time—but it’s a great refresher course, too. You’ll be welcome whatever your background in quilting!

**Cost:** $186  
**Location:** 1400 building, downstairs  
**Registration Deadline:**

**Course Codes** | **Dates** | **Times**
--- | --- | ---
CSP-4000-24206 | 2/28-5/2 | 9a.m.-2:30p.m.  
Registration Deadline: 2/21

CSP-4000-24028 | 3/1-5/3 | 5-9p.m.  
Registration Deadline: 2/22

**Upholstery**

Have a sofa that is old and worn out? Or a chair that has lost its beauty? If so, come and make it look new again. This course provides hands-on experience in tool use, various equipment, and techniques of the upholstery profession. You will learn to select fabrics to suit your design and transform that old sofa into a new masterpiece. Class meets on Mondays.

**Cost:** $168  
**Location:** 1400 building, downstairs  
**Course Codes** | **Dates** | **Times**
--- | --- | ---
CSP-4000-24032 | 3/5-5/7 | 10a.m.-2:30p.m.  
Registration Deadline: 2/26

CSP-4000-24033 | 3/5-5/7 | 5-9p.m.  
Registration Deadline: 2/26

**PHOTOGRAPHY AND THE DIGITAL ARTS**

**iPhone Photography**

Learn how to use the iPhone as your only camera. We will discuss how to use the default apps as well as third-party applications to make stunning photographs that were once only possible with dedicated lens cameras. Other class topics include editing photos on your phone as well as photo back-up and sharing options. Class meets on Tuesdays.

**Cost:** $60  
**Location:** Creative Arts Building, room 7105  
**Registration Deadline:** 1/3

**Course Code** | **Date** | **Time**
--- | --- | ---
CSP-4000-24001 | 1/9-1/30 | 6-8p.m.

**DSLR Camera Basics**

We will cover the ins & outs of shooting in full manual mode on your camera. We will talk about Focus, Aperture, Shutter Speed, White Balance, & ISO as well as composing photographs. Class meets on Tuesdays.

**Cost:** $60  
**Location:** Creative Arts Building, room 7105  
**Course Codes** | **Dates** | **Times**
--- | --- | ---
CSP-4000-24000 | 2/27-3/20 | 6-8p.m.  
Registration Deadline: 2/20

CSP-4000-24003 | 5/8-5/29 | 6-8p.m.  
Registration Deadline: 5/1
Using Your iPhone or iPad: Going Beyond the Basics
Do you have an iPhone or an iPad that you think could do so much more for you? Join us to learn the ins and outs of the iOS 11 operating system on iPhones and iPads. Class meets on Tuesdays.

**Cost:** $60  
**Location:** Creative Arts Building, room 7105  
**Registration Deadline:** 3/27

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<td>CSP-4000-24002</td>
<td>4/3-4/24</td>
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**MUSIC**

**String Class 1**
Students will learn basic concepts such as plucking, simple bow articulations, ear-training exercises, scales, and classical and folk tunes. Students will also learn practice techniques, as well as some ensemble and performance technique in a fun and comfortable environment. Violin, cello, viola, and string bass are all welcome in this class. Beginning to intermediate levels appropriate. Students will need to provide their own instrument. Class meets on Mondays.

**Cost:** $150  
**Location:** Creative Arts Building, room 7316  
**Course Codes** | Dates | Times
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<td>CSP-4000-24046</td>
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**Beginning Music Reading**
This class uses a system created by the instructor to teach you how to read music beats, rests, time, signatures, dynamics and articulations through the use of basic percussion instruments. Become prepared to launch into more advanced percussion study or any musical pursuit which requires the ability to read the language of music. Class meets on Tuesdays.

**Cost:** $150  
**Location:** Creative Arts Building, room 7316  
**Course Codes** | Dates | Times
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<td>CSP-4000-24040</td>
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**Vocal Class**
This class addresses functional techniques in singing for students seeking to develop vocal and musical abilities. Areas covered include: breathing, posture, practice techniques and exercises, voice placement, diction, phrasing, interpretation, performance preparation, and execution. Develop a repertoire based on your 'style' and ability! Beginner to intermediate levels welcome. Class meets on Tuesdays.

**Cost:** $150  
**Location:** Creative Arts Building, room 7316  
**Course Code** | Date    | Time   |
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<td>CSP-4000-24064</td>
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Community Choir
This class is open to anyone who has a desire to sing, have fun, learn, and meet new people! Participate and harmonize with your community as you expand and develop your vocal abilities. A variety of musical styles will be covered. Class meets on Wednesdays.

Cost: $60
Location: Creative Arts Building, room 7316
Course Codes  Dates  Times
CSP-4000-24041  2/7-4/18  7-9p.m.
Registration Deadline: 1/31

CSP-4000-24042  4/25-6/13  7-9p.m.
Registration Deadline: 4/18

METAL
Forging Kitchenware
Learn basic forging techniques while creating a variety of items including spatulas, ladles, frying pans, knives, choppers, and more. Learn fire control and gain familiarity with shop tools. This class offers a great deal of creative freedom and an opportunity to create beautiful and functional pieces. Class meets on Wednesdays.

Cost: $220
Location: 3300 building
Course Codes  Dates  Times
CSP-4000-24059  1/17-2/21  1-4p.m.
Registration Deadline: 1/10

CSP-4000-24058  3/16-4/20  1-4p.m.
Registration Deadline: 3/9

Forging Jewelry
In this class we will use traditional blacksmithing techniques to create iron jewelry. We will explore the process of creating Damascus for jewelry and the kaftgari technique - an ancient form of embellishment where silver is overlaid on wrought iron. We will also spend time discussing tool-making for the jeweler. Class meets on Fridays.

Cost: $220
Location: 3300 building
Course Codes  Dates  Times
CSP-4000-24056  1/19-2/23  9a.m.-12p.m.
Registration Deadline: 1/12

CSP-4000-24057  3/16-4/20  9a.m.-12p.m.
Registration Deadline: 3/9

American Bladesmith Society & HCC 2018 ABS Class Schedule
Survival Knife
This class is for participants that possess the skill and knowledge to forge and grind blades prior to the class. Students will be instructed on how to construct a survival knife. Instruction will discuss handle material choices, pin stock, adhesives, and overall finish. Materials and supplies will be provided to forge and grind a blade. Students are welcome to bring their own handle material. This is a three-day class and will be taught by an ABS Certified Master Bladesmith. Register upon arrival.

Cost: $531.25
Location: 3300 building
Course Code  Date
CSP-4000-15009  2/19-2/23

Introduction to Bladesmithing
This class is for beginning knife-makers. Students will be introduced to the concepts and techniques needed to make a knife. Students are taught metal selection, blade function and different blade design. Hand-forging to shape, normalizing, heat-treating, grinding and tempering will all be taught. These semi-finished blades will be tested for their cutting ability, edge-holding, hardness and flexibility. Students should be able to make a blade which will pass the equivalent of a Journeyman Smith Performance Test. Successful completion of this course will
reduce the required three-year waiting period as an ABS Journeyman Smith judging in two years. This is a two-week long class and will be taught by an ABS Certified Master Bladesmith. Register upon arrival.

**Cost:** $1006.25  
**Location:** 3300 building  
**Course Codes:**  
CSP-4000-15010  3/19-3/30  
CSP-4000-15012  10/1-10/12

**Spring Smoky Mountain Hammer-In**  
The Hammer-In brings Master Bladesmiths, forging enthusiasts, and knife collectors from across the United States to demonstrate their skills and to learn the art and science of hand-forged knife making. Master Bladesmiths will give demonstrations and hold classes on a number of topics ranging from coal and gas forging to fabrication of handles and guards and engraving. Participants are encouraged to pre-register for the event, but they may also register at the door on the day of the event. The public is invited to participate and experience knife-making in the time honored tradition of the American Bladesmith Society. Register upon arrival.

This class runs concurrently with Introduction to Bladesmithing.

**Folders**  
This class will cover the very basics of making folding knives. This course provides detailed instruction on the art and craft of fabrication of the slip joint folder. This is a week-long class and will be taught by an ABS Certified Master Bladesmith. Register upon arrival.

**Cost:** $531.25  
**Location:** 3300 building  
**Course Code**  
CSP-4000-15008  5/14-5/18

**Handles and Guards**  
This class is designed to continue the course of study set forth in the ABS Introduction to Bladesmithing course. This class includes detailed information on creating handles, both full tang and hidden tang, guards, butt caps, decorative file work, spiral dagger handles, handle material choices, guard material choices, pin stock, adhesives and overall finish. Students will be instructed on how to finish off a professional looking knife. Participants are expected to possess the skill and knowledge to forge, grind and heat treat blades prior to this class. A limited amount and type of materials will be provided. Students are welcome to furnish and bring their own handle and guard material. It is required that students enrolling in this workshop provide their own finished blades ready to be completed. This is a week-long class and will be taught by an ABS Certified Master Bladesmith. Register upon arrival.

**Cost:** $531.25  
**Location:** 3300 building  
**Course Code**  
CSP-4000-15011  6/4-6/8
Haywood County’s economic landscape can be described as diverse. According to Mark Clasby, Executive Director of the Haywood Economic Development Council, it is primarily made up of manufacturing, tourism, healthcare and retail.

“Over the past years, we have seen a lot of changes in the local landscape,” Clasby explains. “One of the biggest changes has come with technology. Manufacturing used to be more manual labor. With the advancements of technology, job descriptions have changed. Employees must have a higher skill level. This is where education comes into play.”

While Clasby notes that he works with a lot of partners across the state, locally, Haywood Community College plays a crucial role in workforce development and providing customized training.

“The mission of the college is to create a workforce for the county and the region,” he explains. “From an employer standpoint, it is challenging to find qualified employees. The college plays a critical role in providing these qualified employees.”

Another facet of the economic landscape is the role small businesses play in the county. “Small businesses make a huge impact in Haywood County,” Clasby says. “A successful collaboration has been the Business Start Up Competition with the Chamber of Commerce. We work closely with Haywood Community College’s Small Business Center where Katy Gould helps clients submit winning business plans. We have been very fortunate with the winners of this competition. They not only start a business, but they are staying in business.”

A lot of factors come into play to make a successful economy, some of which include infrastructure, roads, broadband access, and workforce development. “Economic development is a complex puzzle. You have to have all these pieces in place to be successful,” Clasby explains.
Financing Your Business
Tuesday, January 30, 6-9 p.m.
Speaker: Carolina Small Business Development Fund
Financing continues to be a challenge for many small business owners. Questions range from Who will give me money for my business idea and what do they need from me? How will this business make money and will it be enough to pay back a loan or attract an investor? Get to the heart of business financing in this seminar that answers your questions. Explore the advantages and disadvantages of the different types of funding sources and how to choose the right one for your needs. Discover the keys to financing success.

How to Write a Business Plan
Tuesday, February 6, 5:30-7:30 p.m.
Speaker: Russ Seagle
A business plan can be the most important tool a small business owner has. Learn how to turn your ideas into a solid plan for financing and long-term success. This seminar teaches you the important components of a business plan and helps you lay the foundation for a winning plan.
Find out how marketing, operations and finance are interrelated. Discover how a business plan is used by potential lenders, the dos and don’ts of writing a plan and steps for making the process easy. This seminar is designed for new and established business owners.

**Marketing Your Business**
Tuesday, February 13, 6-9 p.m.
Speaker: tenBiz
Marketing for the 21st Century small business is more dynamic and challenging than ever. Discover how to most effectively use the many marketing tools available. Gain insights to understand and reach your customer, analyze your industry and business environment, and differentiate between branding, advertising and grassroots marketing techniques. Explore the components of an effective marketing plan in this comprehensive seminar.

**Choosing Your Legal Structure**
Tuesday, February 20, 4:30-6:30 p.m.
Speaker: Chase Wells
Which legal structure is best for your business: Sole Proprietorship, Partnership, S-Corporation, LLC? Choosing the right business entity is one of the most important decisions you will make when starting a business. Walk away with a basic understanding of the benefits and disadvantages, and legal and tax implications of each.

**Basics of Bookkeeping**
Tuesday, February 27, 6-9 p.m.
Speaker: tenBiz
Gain a workable knowledge of how to properly record financial transactions for your business. Discover the three most important financial reports and how to use them to make the best-informed business decisions. If you're a new business owner or need a refresher on the basics of accounting, this seminar is designed for you.

**Basics of Bookkeeping 2**
Tuesday, March 6, 6-9 p.m.
Speaker: tenBiz
This seminar will build on the groundwork covered in the Basics of Bookkeeping seminar. Attendees will launch into a more in-depth study of recording financial transactions for your business.

**How to Find Your Customers**
Tuesday, March 20, 6-9 p.m.
Speaker: tenBiz
Market research isn’t just for startups; it is an important ongoing process for every small business. Developing a focused and effective marketing plan requires up-to-date market analysis. Discover the variety of market research tools that will give you critical information about your industry and customers. Get the data you need to test the feasibility of a new business and find the competition and potential customers interested in your proposed product or service.

**Your Small Business Taxes**
Tuesday, April 3
2-4 p.m.
Speaker: Karen Bargsley, NC Department of Revenue
Gain a solid understanding of taxes required for small business owners and develop the best tax strategy for your business. Become familiar with the latest tax forms and procedures for both state and federal taxes. Discover how everyday business decisions can have tax implications that can affect your bottom line. This seminar is important for both new and experienced business owners.

**BUSINESS JUMP-START SERIES**
**Location:** Canton Library
**Tuesdays, May 8-22, 4:30-6:30 p.m.**
Join us for a series for both the current and prospective business owner. Enjoy a three-part Jump-Start Series to get your business off the ground and into full growth mode.

**How to Start a Business**
Tuesday, May 8
Speaker: tenBiz

**Financing Your Business**
Tuesday, May 15
Speaker: Carolina Small Business Development Fund

**How to Write a Business Plan**
Tuesday, May 22
Speaker: tenBiz
ONE-DAY SEMINARS AND SUMMITS

Women's Business Networking Luncheon
March 8 & May 3, 11:30 a.m.-1 p.m.
Speaker: Western Women’s Business Center
Are you a female small business owner or have an idea for a new business? If so, this luncheon is the perfect opportunity to step away from the office and network with fellow women entrepreneurs! Leave inspired and renewed with the comfort of knowing what resources are available to you and your business. Lunch will be provided. Event is co-sponsored by The Western Women’s Business Center at the Carolina Small Business Development Fund.

Employment Law Update for Small Businesses
Thursday, March 15, 9-10:30 a.m.
Speaker: Jonathan Yarbrough
This seminar will provide an up-to-date snapshot on employment law for small business owners.

Social Media Summit
April 19, 8-10 a.m.
Speaker: Lady Bizness
This one-day summit is geared toward current business owners that are interested in getting more out of their social media experience. You have Instagram and Facebook, now what? Let us walk you through how to get the most out of each platform. Learn how to maximize your social media by developing an effective strategy and how video marketing can take your business to the next level.

Maximizing Facebook for Your Business
April 19, 8-10 a.m.
Facebook is over 10 years old and it is still changing. Now that you have it, this workshop will help you: understand your analytics; make posting easier and automated; understand how to Go Live; and use groups and video within the platform for your brand.

Maximizing Instagram for Your Business
April 19, 10:30 a.m.-12:30 p.m.
Once you have Instagram, the next question is how do you use it to maximize marketing and branding for your company? This hands-on course will show attendees how to: post and when the best times are for their brand; create and upload video; and go live and use hashtags to attract potential clients.

Tools for Social Media Success
April 19, 1-4 p.m.
This course is designed to help you put the pieces together. If you have a disjointed strategy or no strategy at all, this seminar will help you navigate your current marketing plan and enhance it with proven social media strategies. This hands-on workshop will enable attendees with the skills to: automate daily marketing tasks; find targeted content to share with their audience; and connect all their social media outlets to maximize reach.

Professional Crafts Summit
April 25, 9 a.m.-5 p.m.
Sponsor: Carolina Small Business Development Fund
Experience a one-day conference specifically designed to address the needs and challenges faced by current and prospective craft artist business owners. Arts-based businesses are unique ventures and require special business planning methods. This not-to-miss one-day event will provide you with the tools needed to move your business forward. Take this opportunity to network with fellow and prospective craft artists, learning skills and the power of collaboration along the way.

QuickBooks Summit
May 24, 8 a.m.-7 p.m.
Speaker: Alicia Sisk-Morris
Is it time to get your books in order? Are you tired of not knowing if you are making or losing money throughout the year? Are you ready to send invoices, pay bills and record deposits on a computer? Join us for a one-day hands-on QuickBooks crash course with CPA Alicia Sisk-Morris. The summit will feature a three-part QuickBooks series to get you off the ground and running. Hands-on exercises covering the basics of using this popular accounting program will be utilized. Please bring a thumb drive to save your work. Basic computer knowledge is a prerequisite.

Intro to QuickBooks
May 24, 8-11 a.m.
QuickBooks is the software of choice for the small business owner. This seminar will discuss the differences between QuickBooks Online and QuickBooks Desktop in order to determine which system is best for your business. This program allows the owner/manager to account...
quickly and accurately for business dollars. During this session, attendees will explore how different types of businesses are set up in QuickBooks and the different types of accounts that should be associated with your business.

QuickBooks 2
May 24, 12-3p.m.
The second in a three-part series picks up where Intro to QuickBooks concluded. The entire class will be spent with hands-on activities exploring further skill basics for using this popular accounting program. The class will include reviewing the year-end bookkeeping checklist and so much more. If you missed Intro to QuickBooks, you are welcome to attend QuickBooks 2.

QuickBooks 3
May 24, 4-7p.m.
Participants will dive deeper into the QuickBooks software with more hands-on exercises covering additional features in the program.

ECOMMERCE

How to Find Merchandise to Sell
March 12, 1-4p.m.
Speaker: Nick Hawks
Where do you get the stuff you sell online? That’s the million dollar question. In this fast-paced class, participants will learn secrets to sourcing merchandise to sell online in many different ways including: wholesale, drop shippers, foreign sources and liquidation.

A Guide to Selling on Amazon
March 13, 9a.m.-12p.m.
Speaker: Nick Hawks
Amazon is the leading e-commerce website in the United States with more than $136 billion dollars in net sales in 2016. In this fast-paced class, you’ll learn how to register online, choose the account that fits your goals, and list an item on Amazon for free to maximize your profitability. You’ll learn how to ship your items or let Amazon ship them for you with “Fulfillment by Amazon” (FBA) shipping services. Learn how to make the most money with every sale. Amazon is the fastest way to start selling online. Sell just a few items and pay no monthly fee with the Individual plan or choose the Small Business subscription for unlimited selling.

A Guide to Selling on Etsy
March 12, 6-9p.m.
Speaker: Nick Hawks
Etsy is a rapidly growing online marketplace for selling handmade goods, vintage items, and craft supplies. With more than 54 million members, there’s no better place to launch your own creative small business. Attend this seminar to learn how to sell your art work, jewelry, crafts, and vintage items in this easy, fast-paced class. See just how easy it is to Grow Your Brand with a wealth of new customers and promotional tools. Learn how to register and start selling on Etsy. Share the story of your craft, item photos, and shop banner in your profile. You will be guided through planning the basics of your small business strategy and given an in-depth look at Etsy’s tools to help you succeed online.

eBay for Beginners
March 13, 1-4 p.m.
Speaker: Nick Hawks
A great seminar for the ‘beginner,’ small business owner, or the entrepreneur wanting to make eBay a primary business tool. During this fast-paced session, learn best practices to use when setting up an account, listing items for sale, taking payments, and shipping. Topics will include: eBay appraisals and research; registering on eBay and starting a seller’s account; choosing formats and categories; writing descriptions that sell; submitting photos and feedback; starting up and using a PayPal account; and shipping tips and pricing philosophies.
College & Career Readiness programs teach basic academic and fundamental skills necessary for tomorrow’s jobs: problem solving, negotiating, organizing, creative thinking, listening, and leadership. Adults who enroll in these courses do so for many reasons, such as completing a High School Equivalency Diploma (formerly GED®) or Adult High School Diploma (AHS), reviewing academic skills to enter college, improving learning to read a job manual, building workplace skills, or helping children do homework.

Program opportunities:
- Adult High School (AHS)
- High School Equivalency Diploma (formerly GED®)
- Adult Basic Education (ABE)
- English as a Second Language (ESL)
- Career College
- GED® & HiSET Testing
- TABE Testing for BLET, EMT, Medical Responder, Nurse Aide and NCWorks
- WorkKeys Testing for Employment (Evergreen Packaging and other employers)

All classes are year-round and free of charge. Orientation to classes is required and is held weekly. To register for orientation, please call 828-627-4648.

The Adult High School (AHS) program is comprised of students who are at least 16 years of age ranging to adulthood. The program offers the opportunity to complete requirements to earn an actual high school diploma. Through careful evaluation of transcripts, interview, and acceptance procedures, participants will be able to determine the number of high school credits needed and work to complete study for a diploma. The AHS diploma is issued locally through a partnership between the College and Haywood County Schools. This diploma is honored and accepted at community colleges, most private colleges, many universities, military services, and by employers. There is no cost to the student for tuition, books, or materials.

Days/Time: Monday-Friday, 8 a.m.-12:30 p.m.
Location: 300 building, room 318
Fees: Free
Online classes available. For more information, please call 828-627-4648.

The High School Equivalency Diploma (formerly GED®) program offers adults who did not complete a formal high school program the opportunity to receive their high school credential. The High School Equivalency diploma is nationally recognized as a high school equivalency program and certifies attainment of high school level academic knowledge and skills.
Our program provides instruction in subject areas in preparation for taking the High School Equivalency exams. The subject areas are: language arts (reading & writing), mathematics, science, and social studies. The High School Equivalency can be obtained by taking either the GED® or the HiSET test.

**Days/Time:** Monday-Friday 8 a.m.-12 p.m.

**Location:** 300 building, room 335-B

**Days/Time:** Monday-Thursday 9 a.m.-12 p.m.

**Location:** 300 building, room 380

**Days/Time:** Monday-Thursday 5:30-8:30 p.m.

**Location:** 300 building, room 335-B

**Fees:** Free classes and materials. GED® testing and HiSET charge fees for the tests. The HCC Foundation has established a scholarship fund for qualified students who need assistance with testing fees. Online classes are also available. For more information, please call 828-627-4648.

**Authorized Pearson Vue GED® & HiSET Testing Center**

Schedule to take your GED® or HiSET test with us. Our state-of-the-art testing lab is located in the 300 building, room 380 on campus. Our center is open during the following days and times: Monday, Tuesday and Thursday 8 a.m.-6 p.m.; Wednesday 8 a.m.-8 p.m.; Friday 8 a.m.-4 p.m.

Currently, GED® tests cost $20 each and HiSET tests cost $15. Scholarships are available to cover testing for qualified students. For more information, please call 828-627-4648 or email mgchandler@haywood.edu.

**College & Career Readiness Testing Schedule for BLET, Medical Responder, Nurse Aide, & NC Works**

**Testing Requirements:**
1) To schedule your test, please call 828-627-4648.

Available times are:
- Tuesdays, 5:30 p.m. and Wednesdays, 9 a.m.

2) If you are age 18 and over, you must be the person to call. Due to the FERPA regulations, other individuals are not allowed to schedule for you. Also, we cannot release scores to anyone other than the individual who was tested.

3) College & Career Readiness is located in the 300 building in Suite 372.

4) Once scheduled, you have a designated day and time for your test. If you have an emergency and cannot be present for your scheduled test, please call our office. We will work to accommodate you, however, please be aware that you will need to wait until the next scheduled test session.

5) Bring your picture ID with you to the test session. You will not be allowed to test without showing your valid identification.

6) Plan to arrive 10-15 minutes prior to your testing time. Allow approximately 45 minutes to take your test.

7) Your test results will be emailed to you by the end of the next working day.

8) Please call to schedule your test as soon as possible. Scheduling early will allow time for any needed remediation.
HCC is an equal opportunity institution and does not discriminate on the basis of race, religion, ethnicity, national origin, gender, gender identity, sex, age, disability, genetic information and veteran status.


HCC PREPARES YOU FOR A BETTER JOB WITH HANDS-ON LEARNING.

FOR MORE INFO OR TO REGISTER:

haywood.edu/info
828.627.4500
Education changes everything.