

**LEARN  
FOR LIFE**

**www.campusce.net/gbcnv**  
**775.753.2202**

Providing life-long learning opportunities to GBC communities!



**Blogging for Fun and Profit**

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# **Great Basin College**

## **Continuing Education**

### **Fall 2017 Schedule**

Great Basin College (GBC) does not discriminate on the basis of race, religion, color, age, sex, sexual orientation, military status, disability, national origin, gender identity or expression, or genetic information. For inquiries, 775.738.8493.

**LEARN  
FOR LIFE**

ENROLL TODAY!

**Registration Made Easier!**

*Our schedule is designed for busy people who want to learn something new. Continuing Education offers a variety of courses, events, and professional development opportunities throughout the year.*

### 3 Ways to Enroll!

- Online at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)
- By telephone at 775.753.2202
- Visit us in our McMullen Hall offices on the GBC Elko campus.

*Register early to prevent cancelled classes!*

### Non-credit Registration Form

Name \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Date of Birth \_\_\_\_\_

Email \_\_\_\_\_

CLASS TITLE	START DATE	FEE

**TOTAL**

Find us on  Great Basin College Continuing Education

**Our Mission** *Great Basin College Continuing Education provides lifelong learning and personal enrichment opportunities for rural Nevadans through diverse educational, cultural, career and workforce development courses, activities, and programs.*

The majority of Continuing Education courses are not offered for credit and have no final grade assigned. Driver Education courses are graded pass/fail, and a certificate or transcript is issued to those who successfully complete the 30-hour course.

**Fees** Fees are due and payable at the time of registration. You may be withdrawn from the course if no payment is made prior to the class starting date. Course fees vary in accordance with class length, materials, and other factors. Community Education courses receive no state funding and are supported entirely by student fees. No fee waivers are available for faculty or staff of Great Basin College.

## Continuing Education Refund Policy

100% refund if class is cancelled by the college

- To cancel a registration, you must contact the Elko Continuing Education office by phone at 775.753.2231 or in person at least seven days prior to the start of class in order to receive a refund.
- No refund will be issued if the student withdraws fewer than seven days prior to the start of class.
- All refunds of credit card payments will be issued to the same credit card as the original payment. If your card has expired, account closed, etc. you must notify us at the time of cancellation and you will be refunded by check. No cash refunds will be given. Please allow up to 30 days for processing of all credit card and check refunds.
- Continuing Education will retain \$5.00 of the course fee upon withdrawal from a course by student.

### Fall Semester Holidays

Labor Day Holiday, 9/4  
Nevada Holiday, 10/27

Veteran's Day, 11/10  
Thanksgiving Recess, 11/23-24

## August 2017

National Weather Service “SkyWarn” Weather Spotter Training	8/14
Paralegal Orientation	8/15
21st Century Retirement Planning	8/16
QuickBooks® Made Easy: Introductory Class	8/19
Commercial Drivers License (Class A) Training	8/21
Paralegal Studies: Law Office Management	8/22
QuickBooks® Made Easy: Advanced Class	8/26
Fitness Center Membership	8/28
Paralegal Studies: Tort Law	8/30
Paralegal Studies: Civil Procedure	8/31

## September 2017

Youth Karate	9/6
21st Century Retirement Planning	9/7
Driver Education	9/12
Mobile Photography I: Taking Better Photos with Your Smartphone	9/13
The Theatre School	9/16
Basic Life Support CPR for Health Care Providers	9/18
Excel Basics I	9/19
Art of Eggery: Winter Snowman	9/23
Commercial Drivers License (Class A) Training	9/25

## October 2017

Excel Basics II	10/3
Mobile Photography II: Taking & Sharing Better Photos with Your Smartphone	10/4
8th Annual Father Daughter Ball – Fairy Tales	10/6
Basic Life Support CPR for Health Care Providers	10/7
Conversational Spanish	10/10
Driver Education	10/10
Paralegal Studies: Legal Research & Writing I	10/24
Paralegal Studies: Legal Ethics & Communication Skills	10/25

## November 2017

QuickBooks® Made Easy: Introductory Class	11/2
QuickBooks® Made Easy: Advanced Class	11/3
Blogging for Fun and Profit I: Starting from Scratch	11/3
Blogging for Fun and Profit II: Building (and Maintaining) Your Best Blog	11/4
Glass Beadmaking: Italian Glass	11/4
Basic Life Support CPR for Health Care Providers	11/18
Driver Education	11/21

## December 2017

Driver Education	12/19
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## **Glass Beadmaking: Italian Glass**

Make glass beads using fine, imported Italian glass melted over the flame of an oxygen-propane torch. This class is suitable for both first-timers and experienced beadmakers. Explore a challenge to create 20-40 differently patterned beads that employ variations of the technique of placing dots on the bead surface. All materials are included.

October 27 is the last day to register. Please wear cotton or wool clothing and closed-toe shoes. No artificial fingernails allowed. Bring a lunch and water to drink.

<b>DATES</b>	11/4 - 11/5/2017
<b>DAY &amp; TIME</b>	Saturday, 10am-4:30pm
<b>LOCATION</b>	GBC Elko Campus   Arts Annex 103
<b>INSTRUCTOR</b>	Kristen Frantzen Orr
<b>COST</b>	\$265

## **■ Art of Egger: Winter Snowman**

Design a winter snowman scene in a rhea egg. You will also create a unique holiday ornament in a goose egg! There will be two projects completed in this class. Course fee includes all materials.

<b>DATE</b>	9/23/17
<b>DAY &amp; TIME</b>	Saturday, 9am-6pm
<b>LOCATION</b>	GBC Elko Campus   GTA 122/123
<b>INSTRUCTOR</b>	Shandry Jarrell
<b>COST</b>	\$125

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**

## ■ **Mobile Photography I: Taking Better Photos with Your Smartphone**

Gain the knowledge and skills necessary to take better photos with your smartphone camera! Topics include: photographic composition, exposure, types of images, camera settings, apps (pre and post), and social media platforms such as Instagram, Snapchat, Facebook, etc. You must have a phone that has a camera with at least 6.0 megapixels, preferably 8.0 megapixels, and internet capability (WiFi or 3G/LTE).

<b>DATES</b>	9/13 – 9/27/17
<b>DAY &amp; TIME</b>	Wednesdays, 7pm–9pm
<b>LOCATION</b>	GBC Elko Campus   McMullen Hall, Room 220
<b>INSTRUCTOR</b>	Griffeth Barker
<b>COST</b>	\$49

## ■ **Mobile Photography II: Taking & Sharing Better Photos with Your Smartphone**

This course will provide students with the knowledge and skills necessary to take better photographs with their smart phone cameras. You will learn to use both built-in gallery functions and external editing applications. The course will have a special focus in online features and editing as well as social media platforms, publishing to them, and using their post-processing features. Students will be required to provide a Smart phone that has a camera at least 6.0 megapixels (preferably 8.0 megapixels) and Internet capability (WiFi or 3G/LTE).

<b>DATES</b>	10/4 – 10/18/2017
<b>DAY &amp; TIME</b>	Wednesdays, 7pm–9pm
<b>LOCATION</b>	GBC Elko Campus   McMullen Hall, Room 220
<b>INSTRUCTOR</b>	Griffeth Barker
<b>COST</b>	\$49

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**



## **The Theatre School**

The Theatre School is for young actors with an interest in engaging in the art and craft of theatre. GBC Professor of Theatre John Patrick Rice oversees the Theatre School. Experienced actors from the GBC Theatre Program will teach the classes. Classes will include theatre games and studio work designed to engage young performers in the imaginative, vocal and physical activities of creating a character. The school will conclude with a showcase of student work on stage in the Great Basin College Theatre.

**DATES** 9/16 – 10/7/17

**DAY & TIME** Saturdays, 10am–11:30am

**LOCATION** GBC Elko Campus | Auditorium

**INSTRUCTOR** John Patrick Rice, Ph.D.

**COST** \$95 *Course fee includes the cost of a t-shirt.*

*Enroll in section one for 5th and 6th grade students, and section two for 7th and 8th grade students. Call John Patrick Rice at 753-2240 for more information.*

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**



## **Basic Life Support CPR for Health Care Providers**

This American Heart Association Basic Life Support (BLS) CPR for Health Care Providers course covers core material including adult and pediatric CPR (including two-rescuer scenarios and use of the bag mask), foreign-body airway obstruction, and automated external defibrillator use for EMS personnel, physician assistants, doctors, dentists, nurses, respiratory therapists, and anyone who must have a credential (card) documenting successful completion of a CPR course. Please wear comfortable clothing and be prepared for active participation throughout the class. This class meets the requirements for CNA, EMT, and AEMT programs at Great Basin College.

**DATE** 8/5/17  
**DAY & TIME** Saturday, 8am–1pm  
**LOCATION** GBC Elko Campus | Health Sciences Bldg., Room 110  
**INSTRUCTOR** Brian Dankowski  
**COST** \$80

**DATE** 8/21/17  
**DAY & TIME** Monday, 1pm–6pm  
**LOCATION** GBC Ely Campus, Room 107  
**INSTRUCTOR** Nicole Sirotek  
**COST** \$80

**DATE** 8/22/17  
**DAY & TIME** Tuesday, 1pm–6pm  
**LOCATION** Tonopah High School | Room THS 25  
**INSTRUCTOR** Nicole Sirotek  
**COST** \$80

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**



## ■ **Basic Life Support CPR for Health Care Providers** (continued)

DATE	8/23/17
DAY & TIME	Wednesday, 1pm–6pm
LOCATION	GBC Battle Mountain Campus   Room 3
INSTRUCTOR	Nicole Sirotek
COST	\$80
DATE	9/18/17
DAY & TIME	Monday, 3:30pm–8:30pm
LOCATION	GBC Elko Campus   Health Sciences Bldg., Room 110
INSTRUCTOR	Heidi Johnston
COST	\$80
DATE	10/7/17
DAY & TIME	Saturday, 8am–1pm
LOCATION	GBC Elko Campus   Health Sciences Bldg., Room 110
INSTRUCTOR	Brian Dankowski
COST	\$80
DATE	11/18/17
DAY & TIME	Saturday, 8am–1pm
LOCATION	GBC Elko Campus   Health Science Bldg., Room 110
INSTRUCTOR	Sharon Sutherland
COST	\$80
DATE	12/16/17
DAY & TIME	Saturday, 8am–1pm
LOCATION	GBC Elko Campus   Health Science Bldg., Room 110
INSTRUCTOR	Peggy Drussel
COST	\$80

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**

## ■ Excel Basics I

This is a hands-on class where you can learn the basics of Excel in a friendly environment. Students will learn how to navigate the Excel program and create spreadsheets. Simple formulas and functions will be introduced in addition to ways to change column width, copy, move, insert or delete things easily. Students will learn how to format spreadsheets and how to edit spreadsheets to make changes.

DATE	9/19/17
DAY & TIME	Tuesday, 5:30pm–8:30pm
LOCATION	GBC Elko Campus   High Tech Center, Room 108
INSTRUCTOR	Ann Wright
COST	\$75

## ■ Excel Basics II

This course is a continuation of Excel Basics I class or may be taken by students who are already familiar with Excel, but want to learn more. In this hands-on class, students will work more on the formulas and functions of Excel. Students will learn how to copy formulas to streamline the Excel experience. Sorting, filtering, and subtotaling spreadsheets will be demonstrated. There will be an introduction on how to create Excel charts or graphs.

DATES	10/3/2017
DAY & TIME	Tuesday, 5:30pm–8:30pm
LOCATION	GBC Elko Campus   High Tech Center, Room 108
INSTRUCTOR	Ann Wright
COST	\$75

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**



## **Commercial Driver's License (CDL) Training**

Students must meet the CDL program requirements\* before enrolling through the Great Basin College Continuing Education office.

For more details, contact our office at 775.753.2202 or 775.753.2231.

This course will review basic knowledge of tractor/semi-trailer operation, proper maintenance and operation of motor cargo equipment, principles of routine vehicle inspections, review of the Rules and Regulations of the Department of Transportation and other federal and state regulatory agencies. Students also learn vehicle operations, couple and uncouple of units, how to park and secure the vehicle under normal conditions, and safety procedures as defined by the Occupational Safety and Health Act. This course prepares student to obtain a Class A Operators License.

Note: There is no refund available for this course.

*\*Students are required to have their permit and physicals completed before the start of class. If students need help obtaining their permit, the instructor will be available to help them by appointment.*

Please contact the JOIN (Job Opportunities in Nevada) office for possible tuition funding for this course. The JOIN office is located at 618 Idaho Street, Suite 2, Elko, NV 89801, phone 775.753.1700.

Choose from the following start dates for your class: 8/21/17 or 9/25/17

**DAY & TIME** Monday–Friday, 8am–5pm

**LOCATION** GBC Elko Campus

**INSTRUCTOR** Ken Pope

**COST** \$3,500

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**



## Driver Education

30 hours of driver education is required for Nevada drivers under the age of 18 seeking their driver's license. This is a comprehensive course covering traffic laws, rules of the road, defensive driving, the costs of vehicle maintenance and insurance, and how to navigate roundabouts. Lessons also stress the dangers of impaired driving and texting while driving. Students successfully completing the course will receive a certificate to present to the DMV as required for obtaining a driver's license.

### Please note:

1. Enrollment in driver education is not open and continuous. If you miss the class starting date, you should enroll for the next section.
2. You must register before the class starting date to receive a login and password to access the class website.
3. Certificates of completion will be available approximately one week after the course ending date.
4. Students may finish the course prior to the class ending date and request an early certificate from their instructor. The fee for an early (or replacement) certificate is \$15. You may order and pay for the certificate online at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv) or call 775-753-2231.

CLASS TYPE	INSTRUCTOR	DATES
Online	Chris Murphy	9/12–11/16/17
Online	Luke Sellers	10/10–12/10/17
Online	Joe de Braga	11/14–1/9/18
Online	Bernadette Kunkel	12/19–2/12/18

COST      \$75

Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)

## ■ QuickBooks® Made Easy: Introductory and Advanced Classes

In the introductory class, learn to set up accounts and generate the reports needed to build a profitable business. This class will cover the decisions to be made for your chart of accounts. Other topics include improving collections and correcting common accounting mistakes. Learn to create invoices, refunds, credits, and client statements; how to process checks and credit card payments; as well as how to efficiently reconcile bank accounts; track finances 24/7; use online banking; and export QuickBooks® into Excel.

In the advanced class, learn to set up and process payroll and payroll accounts. Other topics covered in the advanced class include generating, memorizing, and batch processing important reports; the eleven item types including sub-items, inventory items, sales tax items; and effectively managing inventory, purchase orders, and sales orders.

*If you plan on taking both the Introductory and Advanced classes, please note that the discount is only available when you register for "QuickBooks Made Easy: Combination".*

<b>DATES</b>	Introductory Class, Saturday, 8/19/17
	Advanced Class, Saturday, 8/26/17
	Introductory Class, Thursday, 11/2/17
	Advanced Class, Friday, 11/3/17
<b>TIME</b>	8:30am–12:30pm
<b>LOCATION</b>	GBC Elko Campus
	If you would like to attend at a location other than Elko, please contact the Continuing Education office at 775-753-2231 at least one week prior to the class start date and we will check for availability in your area.
<b>INSTRUCTOR</b>	Sara Walls, C.P.A., a Certified QuickBooks® ProAdvisor
<b>COST</b>	\$190 (one class) or \$320 (combination of both classes)

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**

## ■ 21st Century Retirement Planning

Learn how to do your own financial planning. Instructor will discuss valuable investing tools, how to calculate your monetary needs in retirement, and how to take care of your personal estate. In three, 2-hour classes, we will cover critical aspects of the planning process: investments, insurance, social security, healthcare, and estate planning. This class is for people who are serious about learning more about their finances, and we encourage you to bring your spouse or significant other.

### SESSION 1

DATE	8/16 – 8/30/17
DAY & TIME	Wednesdays, 10am–12pm
LOCATION	GBC Pahrump Campus   Room 115 GBC Elko Campus   Health Sciences Bldg., Room 107 GBC Winnemucca Campus   Room 110

### SESSION 2

DATE	9/7 – 9/28/17
DAY & TIME	Thursdays, 5:30pm–6:45pm
LOCATION	GBC Pahrump Campus   Room 122 GBC Elko Campus   McMullen Hall, Room 102 GBC Battle Mountain Campus   Room 4
INSTRUCTOR	Brent Leavitt
COST	\$25

*This class is taught live in Pahrump and offered by interactive video in listed locations. Call 775/753-2231 for details.*

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**

## ■ National Weather Service “SkyWarn” Spotter Training

SKYWARN storm spotters are the National Weather Service’s eyes on the ground in the war against severe weather. Their reports give the NWS the help it needs to more accurately warn for severe weather and save lives and livelihoods. Training covers the basics of weather safety, identifying hazardous weather features, and how to report weather.

This course is free to the public, but please register to reserve your seat! The National Weather Service will cover all materials and administrative fees. This course is being taught live in Elko, with possible interactive video sites in Winnemucca, Battle Mountain, Pahrump, Ely, Wendover and other sites. Therefore, we must know before August 7 where you will attend, so we can ensure a connection and materials at your site.

PLEASE CALL OUR OFFICE at 775-753-2231 IF YOU PLAN TO PARTICIPATE!

DATE	8/14/17
DAY & TIME	Monday, 5:30–7:30pm
LOCATION	GBC Elko Campus   Health Sciences, Room 108
INSTRUCTOR	Brian Boyd, B.S.
COST	Free (For ages 12 and up.)

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**

## ■ Conversational Spanish

This is a beginning Spanish course covering basic sentence patterns, conversational phrases, and terms. The learning activities presented in each lesson will mainly focus on speaking and listening for general comprehension. Students will practice Spanish language skills for everyday situations. The course will also include a brief description of essential grammar points.

The primary objective of this class is to help the participants acquire the basic Spanish language skills needed when traveling or interacting with Spanish speakers. It will build participant's confidence in using the language as well as introduce them to the Spanish culture.

DATE	10/10 – 11/16/17
DAY & TIME	Tuesdays, 6–7:45pm
LOCATION	GBC Elko Campus   McMullen Hall, Room 221
INSTRUCTOR	Isabel Sanchez-Mora
COST	\$115



## **Youth Karate**

Karate builds self confidence, discipline, strength and stamina. Students will learn hand strikes, kicks, sparring techniques, and traditional forms. Join Jennifer and Julius for this great class! Ages 10+.

DATES	9/6 – 12/4/17
DAY & TIME	Wednesdays, 6:45pm–8pm
LOCATION	GBC Elko Campus   Fitness Center Gym
INSTRUCTOR	Jennifer Stieger
COST	\$175.00

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**



## **Fitness Center Membership**

Use the GBC Fitness Center in Elko to work out this semester. Participants must be currently enrolled at GBC for at least 3 credits to enroll in this course.

<b>DATES</b>	8/28 – 12/19/17
<b>DAYS</b>	Monday–Saturday
<b>LOCATION</b>	GBC Fitness Center
<b>INSTRUCTOR</b>	Jennifer Stieger
<b>COST</b>	\$60

## **Blogging for Fun and Profit I: Starting from Scratch**

Do you have an interesting hobby or perspective you wish to share with a wide audience? Are you looking for ways to attract new clients to your small business? Do you enjoy engaging with others online? Then “Blogging for Fun and Profit 1: Starting from Scratch” is for you. At the completion of this two-hour course, you will have a working blog and the tools you need to connect with audiences around the world. Blogging is for anyone interested in tapping into free internet resources including well known social media like Facebook and Pinterest as well as other online communities.

Because of rich, new technologies we all can share ideas, products, and creative pursuits with anyone in the world. Enroll in this class and join the online community today!

<b>DATE</b>	11/3/17	
<b>DAY &amp; TIME</b>	Friday, 11am–1pm	
<b>LOCATION</b>	Pahrump   PAHR 124	Battle Mountain   Room 2
	Elko   High Tech Center, Room 110	Winnemucca   WINN 108
	Ely   GBC 112	
<b>INSTRUCTOR</b>	Julie Robinson	
<b>COST</b>	\$44	

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**

## ■ **Blogging for Fun and Profit II: Building (and Maintaining) Your Best Blog**

Do you enjoy meeting new people and interacting with them about a hobby, special interest, perspective or question you all share? Have you tried blogging but lost interest, couldn't find the time, or ran out of things to say? Then "Blogging for Fun and Profit: Building (and Maintaining) Your Best Blog" is for you. At the completion of this two-hour course, you will know how to produce and maintain a variety of rich, engaging content for your blog. With so much information available to all of us these days, it can be difficult knowing what to say and how to say it effectively. We all know it's not enough to simply post to our blogs and expect people to read it. How do we produce content so people want to read it and share it with others?

Blogging effectively is about creating (and curating) content that's full of variety, regularity, and substance. In order to do that, bloggers need tools for building (and maintaining) an open dialogue with followers. Learn how to create the best posts while avoiding common pitfalls that lead to burn-out. Enroll in this class and publish engaging, interactive content today!

**DATES** 11/4/17

**DAY & TIME** Saturday, 11am–1pm

**LOCATION** Pahrump | TBA Battle Mountain | Room 2  
Elko | High Tech Center, Room 110 Winnemucca | WINN 108  
Ely | GBC 112

**INSTRUCTOR** Julie Robinson

**COST** \$44

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**

## ■ Paralegal Program Informational Meeting

Do you want to find out more about becoming a paralegal? Plan to attend the 2017-18 Paralegal Program Informational Meeting. Instructor Zane Negrych, JD will talk about the curriculum and answer questions. He will show students the books for the fall semester, and Continuing Education will be on hand to help you enroll for classes. Scholarship information may also be available.

Our paralegal studies certificate is comprised of ten classes, five in the fall semester and five in the spring semester. Paralegals serve as a vital link between the law firm and its clients, the office of opposing counsel, and the court system. They do just about everything an attorney does except give legal advice, set fees, and represent clients in court.

One of the most attractive aspects of the paralegal profession is the range of potential employment opportunities. With your paralegal certificate, you may work for:

- Private law firms
- Government agencies
- Corporations
- Nonprofit organizations
- The court system
- Insurance companies
- Bank trust departments

DATE	8/15/17		
DAY & TIME	Tuesday, 5:30–6:45pm		
LOCATION	Elko   High Tech Center, Room 123		Ely   GBC 118
	Battle Mountain   Room 1		Winnemucca   WINN 108
	Pahrump   PAHR 122		
INSTRUCTOR	Zane Negrych, JD		
COST	\$219.50		

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**

## EARLY FALL PARALEGAL CLASSES

## Law Office Management

This course presents a holistic view of the inner workings of traditional law firms, large and small, as well as public and in-house legal offices. Emphasis is placed on the role an effective paralegal plays in the logistical aspects of the practice of law.

DATES	8/22 – 10/17/17		
DAY & TIME	Tuesdays, 7–9pm		
LOCATION	Battle Mountain   Computer Lab	Pahrump   PAHR 115	
	Elko   Greenhaw Tech Arts, Room 128	Winnemucca   WINN 110	
	Ely   GBC 118		
INSTRUCTOR	Zane Negrych, JD		
COST	\$219.50		

All paralegal classes are available via personal video conferencing, with instructor approval, for an additional \$30 per class.

### INSTRUCTOR SPOTLIGHT

**ZANE NEGRYCH, J.D.** *Zane has been a practicing attorney for twenty years. His lengthy experience as a general practice lawyer and staff attorney for Elko County District Judges has provided him with unique and valuable insight into the operations of both private and public law offices. While residing in California, he was frequently invited to serve as a guest lecturer and educational panel member for the School of Law at Santa Clara University.*

*He has taught the law, trial practice and procedures, and law office management skills to both law school students and paralegal students throughout the entire course of his career. He is experienced in both civil and criminal law, as well as, appellate practice. He has successfully presented constitutional arguments before the California Supreme Court, and has been recognized by California and Nevada Judges as a uniquely talented and personable attorney. Zane and his wife moved to Elko County to raise their young children in a more outdoor environment.*

Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)

## ■ Tort Law

This class will cover substantive tort law emphasizing concepts applicable to negligence and intentional torts including personal injury, strict liability, and product liability.

DATES	8/22 – 10/17/17		
DAY & TIME	Wednesdays, 7–9pm		
LOCATION	Battle Mountain   Computer Lab	Pahrump   PAHR 122	
	Elko   Greenhaw Tech Arts, Room 128	Winnemucca   WINN 110	
	Ely   GBC 118		
INSTRUCTOR	Zane Negrych, JD		
COST	\$219.50		



## Civil Procedure

This course provides an overview of the development of the American legal system and the mechanisms by which a civil claim is initiated and proceeds through Nevada and federal court systems. The course also introduces the role of the paralegal in various legal environments. This is one in a series of noncredit paralegal courses designed for those interested in working in the paralegal profession.

DATES	8/31 – 10/19/17		
DAY & TIME	Thursdays, 7–9pm		
LOCATION	Battle Mountain   Computer Lab	Pahrump   PAHR 122	
	Elko   Greenhaw Tech Arts, Room 128	Winnemucca   WINN 110	
	Ely   GBC 118		
INSTRUCTOR	Zane Negrych, JD		
COST	\$219.50		

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**

**LATE FALL PARALEGAL CLASSES**

## ■ Legal Research & Writing I

This course provides the participant with the basic skills necessary to research legal authorities and secondary sources utilizing print, CD-ROM products, and on-line resources. It introduces the student to the analysis of factual situations in conjunction with controlling law. Instructor utilizes a practical approach in teaching the fundamentals of preparing common legal documents and forms, inter-office memorandums, research memorandums, as well as letters to clients, experts, and witnesses.

DATES	10/24 – 12/12/17		
DAY & TIME	Tuesdays, 7–9pm		
LOCATION	Battle Mountain   Computer Lab Elko   High Tech Center, Room 139 Ely   GBC 118	Pahrump   PAHR 115 Winnemucca   WINN 110	
INSTRUCTOR	Zane Negrych, JD		
COST	\$219.50		

## ■ Legal Ethics & Communication Skills

This course will cover rules, principles and strategies of tactical and interpersonal communication necessary to communicate with and/or interview prospective or ongoing clients and witnesses; communication with individuals from diverse backgrounds with consideration to race, ethnicity, gender, age and special needs; concentration on the ethical guidelines that govern both paralegals and the lawyers that hire them.

DATES	10/25 – 12/12/17		
DAY & TIME	Wednesdays, 7–9pm		
LOCATION	Battle Mountain   Computer Lab Elko   Greenhaw Tech Arts, Room 128 Ely   GBC 118	Pahrump   PAHR 122 Winnemucca   WINN 110	
INSTRUCTOR	Zane Negrych, JD		
COST	\$219.50		

**Register at [www.campusce.net/gbcnv](http://www.campusce.net/gbcnv)**





# 8th Annual Father Daughter Ball Fairy Tales

Friday, October 6, 2017

7:00 pm to 9:30 pm at the

Elko Conference Center • 724 Moren Way, Elko

**Tickets  
on sale now!**

**\$25 per person**

**For more information  
call 775/753-2202.**

*Purchase tickets at  
GBC Continuing Education  
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*or online at*

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*Tickets are limited and  
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# GREAT BASIN COLLEGE PARALEGAL STUDIES

See pages 17 – 20 for Fall 2017 Classes



This is a non-credit, certificate program taught in Elko and offered by interactive video in Battle Mountain, Ely, Pahrump, Wendover, and Winnemucca. Courses are \$219.50 each plus books and materials.

A subscription to Westlaw is required.

Classes are approximately eight weeks long.

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