

Continuing Education

PROFESSIONAL DEVELOPMENT / PERSONAL ENRICHMENT

BE SMART. STAY SAFE.

**MSHA Mine
Safety Refresher**

**A “Think Safe”
Jobsite**

Forklift Safety

**Heart Saver CPR
for Workplace**

**Paramedic
Refresher Trauma**

page 9



MORaine PARK
TECHNICAL COLLEGE

SPRING 2023

REGISTRATION NOW OPEN!

morainepark.edu/ce

Continuing Education



Safety First!

Zero lost time accidents. That's what we love to hear!

Skills and certifications to help keep you and your co-workers safe in the workplace are part of the many professional development opportunities you will find in our Spring schedule. We are dedicated to helping you achieve workplace success!

Meet in person or through our virtual meeting rooms — but don't miss out! Contact us at community@morainepark.edu if you have questions or need help to finding the perfect class for you.

We can't wait to have you join the Moraine Park family!
Call today to reserve your spot.

— JoAnn Hall
Dean of Economic and Workforce Development



Registration is now open! Call or visit one of our campuses today.

morainepark.edu/ce

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Learn English

Prepare for college
or employment!

- Beginner to advanced levels with students from many different countries and backgrounds.
- Improve reading, writing, speaking and listening skills.
- Online computer-assisted learning at home or school is convenient and helps build computer skills.



MORAINÉ PARK
TECHNICAL COLLEGE

For more information, call our bilingual
(Spanish/English) ELL Program Specialists.

Available at:

Beaver Dam
920-887-4496

Fond du Lac
920-924-6339

West Bend
262-306-5302

Professional Development



COMMUNICATION

Languages

Speed Spanish [ONL]

Learn six easy recipes to glue Spanish words together into sentences, and you'll be engaging in conversational Spanish in no time.

Online: *Classes starting monthly* **\$115**

Register at ed2go.com/mptc — search class title

Speed Spanish II [ONL]

Follow-up to the popular Speed Spanish course with several new ways to help you build fluency.

Online: *Classes starting monthly* **\$115**

Register at ed2go.com/mptc — search class title

RETURNING STUDENT?

Register online using Self-Service!

Log in to your myMPTC student account.

Go to the Student tab and select Add/Drop Classes from Student Tools.

morainepark.edu/online-registration

Sign Language

Discover Sign Language [ONL]

It's truly amazing how much you can communicate just by using your hands. Add in different facial expressions, and you have a full conversation! In this course, you will discover how to use this graceful, expressive language to communicate.

Online: *Classes starting monthly* **\$100**

Register at ed2go.com/mptc — search class title

Discover Sign Language II [ONL]

Take your sign language skills to the next level with additional vocabulary, grammar lessons and cultural information. This course will help you build confidence in your ability to sign with the Deaf community.

Online: *Classes starting monthly* **\$115**

Register at ed2go.com/mptc — search class title

Writing

Effective Business Writing [ONL]

Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end.

Online: *Classes starting monthly* **\$115**

Register at ed2go.com/mptc — search class title

COMPUTERS

Computer Software

Introduction to Microsoft PowerPoint 2019/Office 365 [ONL]

As technology transforms business practices, Microsoft PowerPoint remains one of the most commonly used tools for presentations. This course is perfect for beginners wanting to learn how to effectively use Microsoft PowerPoint 2019 to create professional presentations.

Online: *Classes starting monthly* **\$129**

Register at ed2go.com/mptc — search class title

Introduction to Microsoft Word 2019/Office 365 [ONL]

Learn how the foundational skills needed to utilize Microsoft Word 2019 in Office 365. This course will teach you how to create professional-looking letters, reports and documents.

Online: *Classes starting monthly* **\$129**

Register at ed2go.com/mptc — search class title

CULINARY

Food Safety and Hospitality

Food Manager Refresher

Existing Certificate Holders Only—Refresh on updated food handling requirements to maintain certification in holding a Wisconsin Certified Food Manager Certificate (CFM). Utilize the ServSafe Exam to re-test at the end of class (online purchase required). Successful students will be issued a course completion certificate and testing is required every five years.

Note: Exam is required for purchase online during class.

316-430 / 4 hrs **\$69** (62+ \$54.65)

40855	M 5:30–9:25p	Feb 27
	Lindgren	FDC

CLASS SERIES

EXCEL

Microsoft Excel Level 1

Covers beginning-level skills and is ideal for the newer computer user who wants to become well versed in Excel. Topics introduced include the Ribbon interface: entering and editing data; selecting cells and ranges; printing worksheets; creating formulas and functions, formatting cell contents; inserting and deleting columns, rows and cells; charts; and more.

Note: Textbook included in pricing.*

103-448 / 8 hrs **\$159** (62+ \$130.31)

40917	M 5:30–9:25p	Jan 16–Jan 23
	Radke	WBC

Microsoft Excel Level 2

Covers more complex skills than those presented in Level 1 course, but with the same proven instructional design. Topics introduced include large worksheets and workbooks; tables; outlines; inserting clip art, pictures and SmartArt; templates; digital signatures; and more.

Note: Textbook included in pricing.*

103-449 / 7 hrs **\$159** (62+ \$130.31)

40918	M 5:30–9:25p	Jan 30–Feb 6
	Radke	WBC

Microsoft Excel Level 3

Provides more complex skills than those presented in our Level 1 and Level 2 courses, but with the same proven instructional design. This is an advanced course that will challenge students. Topics introduced include PivotTables, financial functions, data analysis, auditing, advanced formatting, analysis tools and more.

Note: Textbook included in pricing.*

103-450 / 7 hrs **\$159** (62+ \$130.31)

40919	M 5:30–9:25p	Feb 13–Feb 20
	Radke	WBC

* Instructor will provide textbook.


Save when you sign up for the entire series.

103-446 / 22 hrs **\$450** (62+ \$371.10)

40916	M 5:30–9:25p	Jan 16–Feb 20
	Radke	WBC

Food Sanitation with ServSafe

First Time Certificate Candidates—New to Food Safety? Obtain your first WI Certified Food Manager Certificate (CFM). Learn about food as it relates to temperature control of potentially hazardous food during prep, storage, transportation and service. Cleaning, sanitation of utensils, personal hygiene and special handling of potentially hazardous food items discussed. Valid for five years. Utilize the ServSafe Exam at the end of class (online purchase required). Successful students will be issued a course completion certificate after passing the exam.

316-497 / 18 hrs  **\$95** (62+ \$30.45)

40857 M 5–9:55p Mar 6–Mar 20*
Lindgren FDC
**No class 3/13. Textbooks/exams need to be purchased and costs may vary.*

ENTREPRENEURSHIP

Small Business

Business Taxes and Deductions

Learn how to comply with IRS and State regulations and how tax reform and changes in the law may affect your business. Capture every legal business deduction available to you including business use of the home, record-keeping requirements and vehicle use. Gain confidence while being compliant with government regulations. For new and existing business owners. Resources will be provided.

145-407 / 3 hrs **\$40** (62+ \$25.65)

40853 T 5:30–8:25p Feb 28
Lindgren WBC

FINANCE AND ACCOUNTING

Accounting

QuickBooks Desktop Basics

This is a brief introductory course that covers the basic concepts of QuickBooks. It also reviews fundamental accounting concepts. The key lesson features you will learn are managing QuickBooks files, working with customer and vendor transactions, banking with QuickBooks, planning and creating a new company and opening of balances and balance sheet reports.

101-408 / 12 hrs  **\$139** (62+ \$95.96)


40788 S 8:30–11:25a Feb 25–Mar 18
Kraft WBC

QuickBooks Desktop Advanced

This course is a continuation of QuickBooks Desktop Basics. Students are guided with step-by-step instructions covering advanced topics of QuickBooks: working with physical inventory, payroll and job costing, creating estimates and formatting options, working with balance sheets and customizing your QuickBooks file using reports and graphs.

101-409 / 12 hrs  **\$139** (62+ \$95.96)

40789 S 8:30–11:25a Apr 1–Apr 29*
Kraft WBC
**No class 4/8.*

 = Textbook Required



CONTRACT TRAINING

Interested in bringing our training on-site at your organization? Contact us today to learn how!

training@morainepark.edu

MORAINE PARK

ECONOMIC AND WORKFORCE
DEVELOPMENT

PERFORMANCE-MINDED BUSINESS SOLUTIONS

START YOUR OWN BUSINESS

Small, growing businesses need help. The reality of entrepreneurship is that you can't do it all on your own. This series of five consecutive workshops are designed to give you the business management skills and resources necessary to succeed in today's competitive market. Take one or all five workshops. Each workshop meets online for three hours for a series total of 15 hours.*

Save when you sign up for the entire series.

145-440 / 15 hrs \$259 (62+ \$201.62)

40869 R 5:30–8:25p Feb 16–Mar 16
Instructor TBA Virtual

I-Introduction to Owning a Small Business [VM]

Participants will be introduced to what it takes to start or purchase a small business. You will get practical advice and ideas that work. We will show you where to find the resources needed to take the next step and discuss economic and other factors of business ownership. No prerequisite.*

145-441 / 3 hrs \$59 (62+ \$44.65)

40870 R 5:30–8:25p Feb 16
Instructor TBA Virtual

II-Business Planning Process [VM]

This workshop concentrates on the organization and elements of a basic business plan. Learn the uses of a business plan and when and why it is necessary—a must for people starting their own business or business owners seeking financing. No prerequisite.*

145-442 / 3 hrs \$59 (62+ \$44.65)

40871 R 5:30–8:25p Feb 23
Instructor TBA Virtual

III-Marketing and Promotion [VM]

This workshop continues from the Business Planning Process by focusing on the business plan and its effect on marketing and promotion for the business owner. Recommended to have taken the Business Planning Process.*

145-443 / 3 hrs \$59 (62+ \$44.65)

40872 R 5:30–8:25p Mar 2
Instructor TBA Virtual



IV-Create Budget for Small Business [VM]

Learn to plan and forecast your cash needs in order to start, operate or purchase a business. This step-by-step seminar concentrates on the basics of cash flow planning. This seminar teaches you the proper format and purpose of this vital part of operating a small business. No prerequisite.*

145-444 / 3 hrs \$59 (62+ \$44.65)

40873 R 5:30–8:25p Mar 9
Instructor TBA Virtual

V-Financing a Small Business [VM]

Learn where and how to borrow money, the dos and don'ts of borrowing and the different sources of money available to you. Learn how to build the proper banking relationship and what is needed to secure that business loan. No prerequisite.*

145-445 / 3 hrs \$59 (62+ \$44.65)

40874 R 5:30–8:25p Mar 16
Instructor TBA Virtual

*Note: Required online attendance on Thursday's from 5:30–8:25 p.m.



HEALTH AND WELLNESS

Natural Health

Reiki Level 1

Hands-on healing that is effective for emotional, mental and physical health issues is currently being practiced at 800 hospitals and clinics throughout the United States. While focusing on the use of Reiki in the health care profession, this Japanese form of stress reduction and deep relaxation helps strengthen the immune system and promote healing for just about anyone. Join us to learn Level I Reiki so you are able to give a Reiki session to a patient and perform self-healing. A book is provided. Students will earn a certificate of completion.

546-400 / 7.5 hrs \$185 (62+ \$156.31)

40837	S 8a–3:55p	Jan 28
	Oestreicher	WBC

Reiki Level 2

Fine-tune your level one Reiki skills by increasing your ability to receive and utilize the Reiki energy. As practitioners, learn to feel high and low energy frequencies, practice distance healing, understand the use of symbols and learn body scanning and beaming. Completion of Reiki Level 1 is recommended. A book is provided in Reiki 1 for both Reiki 1 and Reiki 2. Students will earn a certificate of completion.

546-401 / 7.5 hrs \$215 (62+ \$186.31)

40838	S 8a–3:55p	Feb 11
	Oestreicher	WBC

“John is knowledgeable on this subject and is a great instructor.”
– Health and Wellness Student

Reiki Level 3 - Master

Develop tools, techniques and symbols of the master level to become a Master Practitioner. Receive a Level 3 attunement and learn how to give an attunement that will increase your ability and understanding to receive and utilize the Reiki energy and allow you to become a Master. Completion of Reiki Level 1 and 2 is recommended. A book is provided. Students will earn a certificate of completion at Reiki Level 3 Master if they have completed all three levels.

546-402 / 7.5 hrs \$285 (62+ \$256.31)

40839	S 8a–3:55p	Mar 4
	Oestreicher	WBC



John Oestreicher

NATURAL HEALTH INSTRUCTOR

Curious about Reiki and other alternative approaches to well-being? Try a new approach to your health by experiencing our Health and Wellness courses!

John Oestreicher, Health and Wellness adjunct instructor at Moraine Park brings over 30 years of experience to the classroom. John is a business owner of Hands on Healing Energy and practices Reiki full-time. He has taught health and wellness courses for the UW-System, offering health and wellness courses and workshops to individuals, organizations and businesses. For over 30 years, John has been practicing meditation and mind/body connections. John has received certifications as a Reiki Master/Teacher, Lo Ho Chi, and Star Medicine. He has also earned his certificate in Reconnective Healing.

SAFETY

CPR and First Aid

Heart Saver CPR for Workplace

This class teaches the requirements needed to address first aid, breathing and cardiac emergencies in the workplace. This is an instructor led, hands-on course. Upon completion of this course, students receive a Heart Saver First Aid CPR/AED certification card that is valid for two years.

531-488 / 5 hrs \$110 (62+ \$88.48)

41036 F 1:30–6:25p Jan 27
Fry-Eickstedt FDC

41037 F 1:30–6:25p May 12
Fry-Eickstedt WBC

First Responder

Paramedic Refresher—Medical [VM]

NEW This course can be used to meet continuing education hours in the national component to recertify with NREMT or to prep for the NREMT exam. The course covers eight hours, 30 minutes hours in Special Health Care Needs, Obstetrics Emergencies, Infectious Diseases, Medication Delivery, Pain Management, Psychiatric and Behavioral Emergencies, Toxicological Emergencies, Opioids, Neurological Emergencies—Seizures, Endocrine Emergencies—Diabetes and Immunological Diseases using the NCCP model.

531-478 / 8.5 hrs \$119 (62+ \$90.31)

41105 – Mar 20–May 18
Instructor TBA Virtual

Paramedic Refresher—Trauma [VM]

NEW This course can be used to meet continuing education hours in the national component to recertify with NREMT or to prep for the NREMT exam. The course covers three hours in Trauma Triage, Central Nervous System (CNS) Injury, Hemorrhage Control and Fluid Resuscitation using the NCCP model.

531-477 / 3 hrs \$49 (62+ \$34.65)

41100 – Jan 23–Mar 20
Instructor TBA Virtual



Forklift

Forklift Safety

Obtain compliance with OSHA standard 1910.178 for powered trucks as a new driver, attend for refresher training or update your certification every three years by exploring the fundamentals of forklift operation. Students receive classroom and hands-on application by practicing with a forklift.

460-400 / 8 hrs \$150 (62+ \$121.31)

41261 F 8a–3:55p Mar 24
Instructor TBA FDC

41263 R 8a–3:55p May 25
Instructor TBA FDC

Workplace

MSHA Mine Safety Refresher [VM]

Learn the latest changes at the mine that could adversely affect your health and safety. Review of recent fatalities (Fatalgrams) and first aid refresher are included. Other topics include lock out tag out, hazard communication, ladder safety, safe lifting, tire safety and more. Each training topic will involve discussion and a question and answer session. This course satisfies the requirements for MSHA 30 CFR Part 46.

449-400 / 8 hrs \$119 (62+ \$90.31)

41345 F 7:30a–4:25p Feb 17
Anderson Virtual

41328 F 7:30a–4:25p Mar 24
Anderson BDC



Construction

Guide to QuickBooks Construction

[VM]

Explore the features of QuickBooks specifically useful for contractors. Topics include creating estimates, running job cost reports, tracking time, producing statements and invoices and using the sales tax and payroll features. Staying organized helps you make better decisions and saves you time and money at tax time. Approved by State of WI for three hours of credit for Dwelling Contractor Qualifier.

Note: Required online attendance on Saturday from 8:30–11:25 a.m.

101-404 / 3 hrs **\$50** (62+ \$35.65)

40848	S 8:30–11:25a	Jan 28
	Didier	Virtual

A “Think Safe” Jobsite

[VM]

Hundreds of workers are killed in the U.S. each month. Construction accidents and fatalities are real, they happen and they can be serious. This course is designed for all employees in the construction workforce from office staff to field workers. It is intended to make each attendee an active part of a safety culture on all job sites from large to small. Upon completion of this course, you will be able to enact safe practices on the jobsite, cut costs, reduce injury and eliminate worry. Approved by State of WI for four hours of credit for Dwelling Contractor Qualifier.

Note: Required online attendance on Monday from 5:30–9:25 p.m.

410-422 / 4 hrs **\$50** (62+ \$35.65)

40850	M 5:30–9:25p	Mar 27
	Didier	Virtual

Construction Blueprint Reading [VM]

Introduces the skills required to read and interpret building trade-related blueprints. Incorporates sketching, interpretation of symbols and line identification. Provides experience in reading plans in both residential and light commercial construction, as well as interpreting specification.

Note: Required online attendance on Tuesday and Wednesday from 5:30–9:25 p.m.

410-425 / 8 hrs **\$99** (62+ \$70.31)

40851	TW 5:30–9:25p	Mar 28–Mar 29
	Didier	Virtual

TRADES

Automotive

Automotive Electrical 1

Build circuits and utilize basic electrical test equipment to understand electrical fundamentals. Apply Ohm’s law to series, parallel and series-parallel circuits. Classroom education is combined with hands-on application. Course prepares student for completion of A6 ASE electrical exam.

602-411 / 6 hrs **\$179** (62+ \$157.48)

40927	F 9a–3:25p	Jan 20
	Daniels	FDC

Automotive Electrical 2

Use digital volt ohmmeters (DVOM), conduct voltage drop and relay circuit testing, and learn how to read automotive wiring diagrams. Classroom education is combined with hands-on application. Course prepares student for completion of A6 ASE electrical exam. Students are encouraged to complete Automotive Electrical 1 prior to this course.

602-412 / 6 hrs **\$179** (62+ \$157.48)

40928	F 9a–3:25p	Feb 17
	Daniels	FDC

Hybrid Electric Vehicles 101

Purchasing a hybrid or electric vehicle that is used or new? Attend this class and learn all the confusing terminology associated with hybrid and electric vehicles and their pros and cons. Instructor has taught, driven and worked on these vehicles for over 10 years!

602-603 / 3 hrs **\$31.12** (62+ \$24.47)

40768	W 5–7:55p	Mar 29
	Instructor TBA	FDC

Earn Your GED or High School Equivalency Diploma.



Meet the growing demands of the job market!
The GED/HSED certificate can open doors to higher education, job training and employment.
Courses are free with daytime and evening sessions on all three campuses.

Get started today!



Contact us for more information: 1-800-472-4554 • morainepark.edu/GED

Personality Matters— Communication

[VM]

Expert communication between construction professionals and others on the job site is essential for successful project completion. Construction tradespeople interact with onsite supervisors and project managers, as well as, expeditors, bookkeepers and designers, to name a few. Successfully communicating with others requires clear and efficient communication tailored to the needs of all those involved. Learn how personality impacts the construction process. Approved by State of WI for four hours of credit for Dwelling Contractor Qualifier.

Note: Required online attendance on Monday from 5:30–9:25 p.m.

410-418 / 4 hrs \$50 (62+ \$35.65)

40852	M 5:30–9:25p	Apr 10
	Didier	Virtual

Civility and Communications

[VM]

The construction workplace is becoming more diverse and stressful. This course seeks to promote civility and equality at the work site. Students will learn about the impact of stress, aggression, violence and incivility on themselves and other workers. Awareness of non-traditional populations on the jobsite, proper management of personnel, well-being and enhanced productive communication among stakeholders will be discussed. Approved by State of WI for four hours of credit for Dwelling Contractor Qualifier.

Note: Required online attendance on Monday from 5:30–9:25 p.m.

410-426 / 4 hrs \$50 (62+ \$35.65)

40849	M 5:30–9:25p	Mar 6
	Didier	Virtual

Intro to Onsite WW Treatment and SPS

The first portion of this session will be a general introduction to onsite wastewater treatment. It will include an overview of onsite applications and techniques, a description of wastewater characteristics and a discussion of the role of soil in treating wastewater. The second portion will cover administrative rules from SPS 383 and SPS 385 (Wisconsin Administrative Code) that pertain to soil and site evaluations. The session will conclude with a summary of a soil and site evaluator's responsibilities in Wisconsin.

607-401 / 3 hrs \$75 (62+ \$60.65)

40934	R 9–11:55a	Mar 16
	Finger	FDC

41320	R 9–11:55a	Apr 13
	Finger	BDC

Soil Fundamentals

The objective of this session will be to provide the student with a basic understanding of the principles of soil genesis, morphology and classification as they apply to the description and interpretation of soil profiles in relation to evaluating soil for wastewater treatment. The importance of recognizing genetic soil horizons and their properties will be stressed. Soil horizons as expressions of unique physical, chemical and biological processes will also be explained. The concluding portion of this session will present a phase view of soil as a composite interaction of solids, liquids and gases. The importance of this view with respect to wastewater treatment will be emphasized.

607-402 / 3 hrs \$75 (62+ \$60.65)

40935	R 1–3:55p	Mar 16
	Finger	FDC

41321	R 1–3:55p	Apr 13
	Finger	BDC

Describing and Interpreting Soil

This session will be a collection of hands-on activities to introduce techniques and standard documentation protocols for describing soil profiles. Topics will include necessary equipment, identifying soil horizons, estimating soil texture, documenting soil colors, evaluating soil structure and consistency, recognizing miscellaneous profile features, using standard description notation and completing an SBD 8330 soil evaluation form. Explanations of how to interpret the descriptive features will also be provided.

607-403 / 3 hrs \$75 (62+ \$60.65)

40936	F 9–11:55a	Mar 17
	Finger	FDC

41322	F 9–11:55a	Apr 14
	Finger	BDC

Site Mapping and POWTS Design

The importance of accurate site maps to avoid plan review and system installation problems will be the topic to begin this session. Basic field and drafting procedures for accurate mapping will be illustrated. The concluding part of this session will entail a summary of important POWTS design rules and principles that every CST should know to competently perform a soil and site evaluation.

607-407 / 3 hrs \$75 (62+ \$60.65)

40937	F 1–3:55p	Mar 17
	Finger	FDC

41323	F 1–3:55p	Apr 14
	Finger	BDC

Soil Testers: Field Practicum

This field practicum will be offered as a way of practically applying the concepts and techniques covered during the classroom sessions. Students will be challenged to describe soil profiles and to perform an actual soil and site evaluation. Instructional guidance will be available for all activities. POWTS design. The possible role of an ‘individual site design’ will also be explained. Several example problems will be provided for illustration.

Note: Rain date 4/20.

607-406 / 4 hrs \$125 (62+ \$110.65)

41324	W 10a–1:55p	Apr 19
	Finger	FDO



CAD Drawing SketchUp I

Introduces the student to the basics of computer-aided drawing (CAD) techniques and its uses in the construction industry. Students explore basic construction drawings. Familiarity with basic computer knowledge and blueprint reading helpful.

410-404 / 6 hrs \$69 (62+ \$47.48)

40864	MR 5:30–8:25p	Jan 30–Feb 2
	Hansen	WBC

CAD Drawing SketchUp II

Take your computer-aided drawing (CAD) skills to the next level. Students explore additional CAD topics related to the construction industry.

410-405 / 12 hrs \$139 (62+ \$95.96)

40865	MR 5:30–8:25p	Feb 20–Feb 23
	MR 5:30–8:25p	Feb 27–Mar 2
	Hansen	WBC

Welding/Fabrication

Welding Process GMAW Workshop I

This 15-hour workshop provides basic knowledge of welding. It is ideal for beginners, skilled tradespeople, career changers and continuing education training. Topics include: welding terminology, safety, machine setup and shut down, metal identification, plasma cutting and GMAW welding processes and positions and equipment functions. Practice your new skills to make quality gas metal arc welds on metals of different thicknesses. Helmet, safety glasses and gloves must be brought to class.

442-425 / 15 hrs \$259 (62+ \$201.62)

41372	TW 5:30–9:10p	Jan 24–Feb 1
	Watry	FDC

40890	T 6–8:40p	Mar 14–Apr 18*
	McCauley	HHS

*No class 3/28.



Stay connected with the latest information
on Community Education classes!

facebook.com/moraineparkcommunity

Welding Process GMAW Workshop II

Take your welding skills to the next level in this workshop. Advance your skills and incorporate new metals and thicknesses. Students develop advanced welding techniques and receive instruction to give your welds a more professional appearance. Includes other welding processes. Recommended to have taken **442-425** Welding Process GMAW Workshop I. Helmet, safety glasses and gloves must be brought to class.

442-426 / 15 hrs **\$259** (62+ \$201.62)

41376	TW 5:30–9:10p Watry	Mar 7–Mar 15 FDC
40893	T 6–8:40p McCauley	Apr 25–May 23 HHS

WI Structural Welding Certification

Allows welders to test and register in Wisconsin under the guidance of a State of Wisconsin Weld Test Conductor. Actual testing time varies by individual requirements. All tests are in accordance with AWS D1.1 Structural Steel Welding Code. All joint configurations and welding processes must meet the criteria given under section 3 of AWS D1.1 titled Prequalification of WPSs. Includes two sets of test plates. Contact the instructor before enrolling.

442-415 / 8 hrs **\$450** (62+ \$421.31)

40866	S 8a–3:55p Luby	Jan 28 FDC
40867	S 8a–3:55p Luby	May 6 JAC

READY FOR A CHANGE?



Moraine Park Boot Camps
provide tuition-free hands-on
training with a PAID internship.

- Earn a Welding or CNC Machining Certificate in about three months.
- Do you need your High School Equivalency Diploma (HSED)? We can help you earn that too!
- Attend a Boot Camp in spring 2023 and begin a career with great starting wages!

**Sign up today for an
Information Session!**

To register for Test Drive or
an information session, visit
morainepark.edu/bootcamps.

Contact our team at **920-924-3334** or bootcamps@morainepark.edu.

Personal Enrichment



COMPUTERS

Computers—Beginning

Computer Basics 1—Introduction

Overview of computer concepts and the basics of using Microsoft® Windows. You will learn where to look, find, save, open, move and copy documents. Hands-on experience is emphasized. Each student is required to bring a jump drive to class.

103-483 / 9 hrs **\$40.36** (62+ \$4.50)

40906	TR 5:30–8:25p Radke	Feb 14–Feb 21 WBC
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Computer Basics 2—Word

Overview of Microsoft Word. Learn to type, copy, paste, insert pictures, format letters and other formatting techniques. Hands-on experience is emphasized. Each student is required to bring a jump drive to class.

103-485 / 9 hrs **\$40.36** (62+ \$4.50)

40907	TR 5:30–8:25p Radke	Feb 28–Mar 7 WBC
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Computer Basics 3—Internet

Overview of web browsers that are useful to your lifestyle. You will learn how to perform searches, narrow searches and open multiple browser windows. You will also create and manage favorites.

103-490 / 9 hrs **\$40.36** (62+ \$4.50)

40910	TR 5:30–8:25p Radke	Mar 9–Mar 16 WBC
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Computer Basics 4—Gmail

Overview of setting up an email/Gmail account. You will learn how to send and receive email messages, add and download attachments and pictures, set up contacts and more.

103-491 / 9 hrs **\$40.36** (62+ \$4.50)

40911	TR 5:30–8:25p Radke	Mar 21–Mar 28 WBC
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CRAFTS AND RECREATION

Photography

Introduction to Photography

This workshop will help you simplify basic camera functions and camera settings and help you feel self-assured when taking photos in a variety of settings. In addition, students will learn the fundamentals of photography and how to compose better photographs. Learn ideal camera settings for various situations both indoors and outdoors, such as events, children and nature scenes. Please bring to class a fully charged camera, extra batteries, your camera manual, passwords and USB drive with approximately ten saved photos for feedback, guidance or open dialogue.

203-637 / 3 hrs **\$31.12** (62+ \$24.47)

40943	M 5:30–8:25p Schneider	Feb 13 FDC
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41092	M 5:30–8:25p Spors	Feb 27 WBC
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I loved learning new skills and making new friends!

– Crafts and Recreation Student

Intermediate Photography Workshop

This workshop builds off of fundamentals taught in the Introduction to Photography Workshop. Prior photography instruction is recommended. Students will review composition methods and camera functions. Students will learn specific techniques to create their own personal vision. Please bring to class a fully charged camera, extra batteries, your camera manual, passwords and USB drive with approximately ten saved photos for feedback, guidance or open dialogue.

203-638 / 3 hrs \$31.12 (62+ \$24.47)

40944 M 5:30–8:25p Feb 20
Schneider FDC

41091 M 5:30–8:25p Mar 6
Spors WBC

Smartphone Photography

Learn how to take a great shot on your phone and what editing apps to use to turn your photos into unique and artistic images. In addition, learn to share and print your images. Bring your Smartphone fully charged and ready to use.

203-605 / 3 hrs \$31.12 (62+ \$24.47)

40942 M 5:30–8:25p Mar 6
Schneider FDC



Welding/Fabrication

Home/Garden Welding Projects I

This workshop is designed for beginners as well as the experienced artist. Learn safety precautions in handling, setup and use of welding equipment. Learn how to cut metal and join two pieces of metal together as you design a small project for your home or garden. Students may incorporate personal objects into their project. Helmet, safety glasses and gloves must be brought to class.

442-617 / 15 hrs \$128.86 (62+ \$102.26)

41392 S 8:30–11:25a Jan 28–Feb 25
Shaw JAC

40891 T 6–8:40p Mar 14–Apr 18*
McCauley HHS
*No class 3/28.

Home/Garden Welding Projects II

Take your home garden art welding project to the next level and advance your welding skills. (Recommended to have taken 442-617 Home and Garden Art Welding Projects I or permission of the instructor). Helmet, safety glasses and gloves must be brought to class.

442-618 / 15 hrs \$128.86 (62+ \$102.26)

41394 S 8:30–11:25a Mar 11–Apr 15*
Shaw JAC
*No class 3/25.

442-618 / 15 hrs \$127.46 (62+ \$100.86)

40894 T 6–8:40p Apr 25–May 23
McCauley HHS

Woodworking

Woodworking for Beginners

Learn the safe use of power and hand tools and project planning. Create a basic project while applying safety procedures for woodworking. Students are required to supply their own projects. This class is open to both men and women and is strongly encouraged for beginners.

409-610 / 15 hrs \$110.96 (62+ \$84.36)

41216 W 5:45–8:40p Jan 25–Mar 8*
Kraus HHS
**No class 2/8 and 2/22.*

Woodworking Projects

Construct individualized wooden projects. Safety will be stressed. Students are required to supply their own projects. This class is open to anyone that enjoys woodworking projects and students are strongly encouraged to take a Woodworking for Beginners class prior to this class or seek teacher approval.

409-612 / 12 hrs \$84.35 (62+ \$64.40)

41217 W 5:45–8:40p Apr 5–Apr 26
Kraus HHS



Learning new skills from a knowledgeable instructor while using a variety of equipment was awesome!

– Woodworking Student

CULINARY

Baking

Artisan Breads 1

Is your temper the only thing that rises when you bake bread? Investigate the theory and practice of bread making in this hands-on class. This class is designed for those who feel intimidated or confounded by yeast products. Theory, hands-on practice and tasting are included.

303-608 / 4 hrs \$31.12 (62+ \$24.47)

40947 S 9a–12:55p Jan 28
Abou Zeid FDC

40902 S 8–11:55a Mar 4
Dorst KHS

Introduction to Cake Decorating

Explore the fundamental techniques of cake decorating. Students will have hands-on practice with icing, designing and decorating cakes.

303-668 / 3 hrs \$31.12 (62+ \$24.47)

40904 S 9–11:55a Feb 11
Sommer FDC



Mouthwatering Pate a Choux

Create this versatile dough to make traditional cream puffs, eclairs, along with French-style gnocchi, savory Gougere and other mouthwatering goodies!

303-653 / 4 hrs \$31.12 (62+ \$24.47)

40905 S 9a–12:55p Mar 11
Sommer FDC



“

It was fun learning how to make recipes I enjoy eating, but never tried to make at home before.

– Culinary Student

Rustic Breads And Hearty Soups

Learn how to bake and prepare a variety of hearth and flat breads and several hearty cream and broth soups to be tasted and enjoyed.

303-648 / 6 hrs \$45.70 (62+ \$35.72)

40901 S 8a–1:55p Feb 4
Dorst KHS

Cooking

Chef's Favorites

Prepare dishes from our Chef's (teacher) favorite recipes while cooking up their favorite indulgences. Lots of surprises here and each class will be unique as the Chef has so many favorites to share!

303-666 / 4 hrs \$31.12 (62+ \$24.47)

40903 S 8–11:55a Apr 1
Dorst KHS

Healthy Anti-Inflammation Cooking

Newly researched anti-inflammatory diet principles and recipes are designed to help us eat wholesome foods that help eliminate chronic inflammation. Discover which foods help control inflammation. Prepare and taste flavorful recipes that will help you tweak your diet for healthy results.

303-680 / 3 hrs \$31.12 (62+ \$24.47)

40899 T 5:30–8:25p Apr 18
Aggas FDC

Pizzeria Party

Students will start with classic Italian and deep dish pizzas, before moving towards calzones, stromboli and piadinas. Satisfy your taste buds with this pizza/Italian lovers' class!

303-626 / 4 hrs \$31.12 (62+ \$24.47)

40900 T 5:30–9:25p May 9
Aggas FDC





This course was very informative and it was great to practice what was discussed in class.

– Health and Wellness Student

HEALTH AND WELLNESS

Exercise

Women's Self-Defense: 7 Moves

Adult female participants will learn easy and extremely effective self-defense tools they can use to escape from bigger and stronger opponents. Know what to do if someone grabs you from behind, tackles you down to the ground or assaults you with a weapon. No experience needed.

504-602 / 4 hrs **\$31.12** (62+ \$24.47)

40844	T 5:30–9:25p	Mar 28
	Gruss	BDC

Natural Health

Chakra Balancing

Balance your “chakras” in this course that will teach you to understand their characteristics and help you in your daily life. Chakras are the centers of your spiritual powers inside the human body. Students will learn Chakra Meditation and be given a custom visualization and breathing exercise based on your personalized Chakra scan.

546-606 / 3 hrs **\$31.12** (62+ \$24.47)

40830	T 5:30–8:25p	Mar 14
	Oestreicher	WBC

Healthy Sleep

Fall asleep easily and quickly by learning to release the endless mind chatter in our brains. Learn natural, holistic and practical techniques to develop a calm and peaceful mind for healthy and longer sleep.

546-601 / 3 hrs **\$31.12** (62+ \$24.47)

40833	T 5:30–8:25p	Apr 25
	Oestreicher	WBC

Meditation Training

Learn the benefits of meditation, how and when to meditate, focused attention and how to slow down and release your mind in this informative and relaxing class. Students will practice meditating and each individual will receive a customizable meditation based on their goals and energy scan.

546-602 / 3 hrs **\$31.12** (62+ \$24.47)

40834	T 5:30–8:25p	May 9
	Oestreicher	WBC

The Modern Shaman

Walk the path of a Modern Shaman. Learn to create what you want by changing your perception of the world and move through life as an ‘energy being’. Many topics covered including ‘Don’t Squeeze the Shaman’.

546-611 / 4 hrs **\$31.12** (62+ \$24.47)

40832	T 5–8:55p	Apr 11
	Oestreicher	WBC

Thought to Form

Transform your life by thinking about what you want your reality to be. You will learn to deliberately create what you want quickly and easily by the power of your thoughts. This class will teach you that it's possible to think 'apple' and have it show up immediately in your physical reality. If you believe that's possible and want to learn techniques to have it happen more often, then this class is for you!

546-621 / 3 hrs **\$31.12** (62+ \$24.47)

40831 T 5:30–8:25p Mar 28
Oestreicher WBC

PERSONAL FINANCE AND LAW

Personal Finance

Plan Well Retire Well— Social Security

Being well informed on how and when to file for Social Security benefits could now be more critical than ever. The government is providing less support and information to applicants. Before you apply, you need to know what your options are so you can make the best decisions regarding your current and future financial needs.

114-620 / 2 hrs **\$17.81** (62+ \$14.48)

41317 M 6:15–8:10p Feb 6
Oldenburg FDC

41316 M 6:15–8:10p Apr 17
Oldenburg FDC

Understanding Medicare Expense

This course will assist you in gaining knowledge on managing health care expenses in retirement. We will cover topics such as when to sign up for Medicare, what Parts A, B, C, D cover and how to plan for health care expenses during retirement. Anyone retiring or planning to retire should attend this informative workshop.

114-611 / 2 hrs **\$17.81** (62+ \$14.48)

41213 M 4–5:55p Feb 6
Stamatakis FDC

41214 M 4–5:55p Mar 6
Stamatakis WBC

41093 M 4–5:55p Apr 17
Stamatakis FDC

41215 M 4–5:55p May 8
Stamatakis WBC

INSTRUCTOR PROFILE



Dave Oldenburg

PERSONAL FINANCE AND LAW

Dave Oldenburg has been a financial advisor for 19 years. In 2007, he opened Oldenburg Financial Services in Fond du Lac. Dave understands the need to help and protect our loved ones. His inspiration comes from his son who is intellectually and developmentally delayed. Dave specializes in developing lifelong guaranteed income strategies, minimizing taxes and navigating financial risks in retirement with his clients. He also offers investment advice as an Investment Advisor Representative.

In his spare time, Dave serves on two non-profit boards that work with the intellectually and developmentally delayed and those with different abilities. He officiates high school football and teaches a variety of financial classes at Moraine Park. He possesses a vast body of knowledge about social security, annuities, taxes and overall financial and retirement planning. Students say what they love most about his classes are his PowerPoint presentations, the charts he provides for making key financial decisions and the many handouts he provides.

Estate Planning

Probate Avoidance

After your death, your estate does not have to be subject to probate administration. This presentation is an overview of probate avoidance techniques in Wisconsin and includes setting up payable on death and transfer on death designations on accounts, compelling legal reasons for creating revocable living trusts and transferring your home or other real estate to avoid probate without the cost of establishing a revocable trust.

102-625 / 2 hrs **\$17.81** (62+ \$14.48)

41248	W 5:30–7:25p Endejan	Apr 19 FDC
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Protect Estate with Estate Plan

Outlines the documents required in a sound estate plan, creating your own will, different kinds of wills, the importance of power of attorney documents, when to include Marital Property Agreements in a Wisconsin estate plan and provisions that should be included in a will and in power of attorney documents (comparison of attorney-drafted versus statutory power of attorney form).

102-628 / 2 hrs **\$17.81** (62+ \$14.48)

41249	W 5:30–7:25p Endejan	Feb 8 WBC
41319	T 5:45–7:40p Melick	Apr 18 WBC

MOTORCYCLE/SCOOTER

Provides beginning or returning riders with hands-on experience in the basic skills of riding. Motorcycles are provided by MPTC. We also have two scooters available for each course. To reserve a scooter, select a class under the “Scooter” column.

PRE-REQUISITE: WisDOT Motorcycle Safety Foundation Basic Rider Course e-course.

REQUIREMENT: Students under 18 years of age must have a parent or legal guardian signed waiver.

WEEKEND

- Friday evening, 5:30–8:25p
- Saturday, 8a–4:55p
- Sunday, 8a–1:55p

WEEKDAY AM

- MTWR, 8–11:55a

All sections meet at FDC.



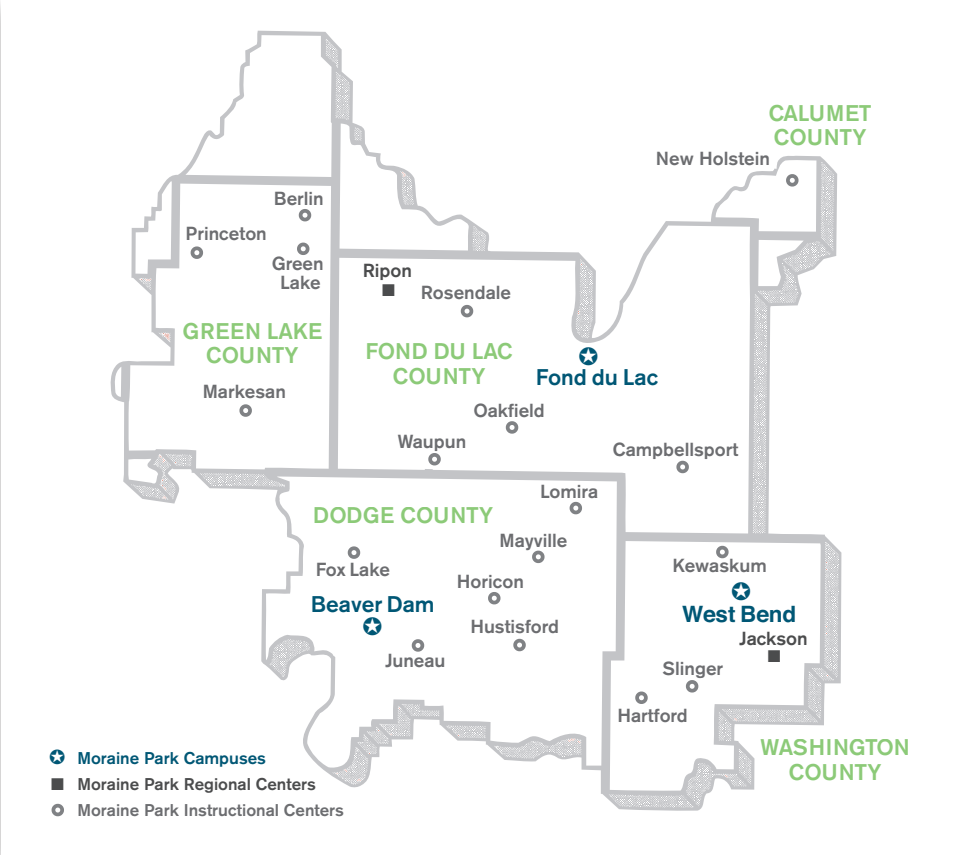
Motorcycle and Scooter Rider Courses

816-400 / 16 hrs **\$259.95** (62+ \$259.95)

Motorcycle	Scooter		
41350	41356	WKEND	Apr 21–Apr 23
41351	41357	WKEND	Apr 28–Apr 30
41352	41358	WKEND	May 5–May 7
41353	41359	WKDAY AM	May 8–May 11
41354	41360	WKEND	May 19–May 21
41355	41361	WKDAY AM	May 22–May 25

See morainepark.edu/motorcycle for details.

Location Information



MPTC Campus Codes

- BDC** **Beaver Dam Campus**
700 Gould St.
Beaver Dam, WI 53916-1994
- FDC** **Fond du Lac Campus**
235 N. National Ave.
PO Box 1940
Fond du Lac, WI 54936-1940
- WBC** **West Bend Campus**
2151 N. Main St.
West Bend, WI 53090-1598
- JAC** **Jackson Regional Center**
N173 W21150
Northwest Passage Way
Jackson, WI 53037-9387
- RIP** **Ripon Regional Center**
850 Tiger Dr.
(Room 1120)
Ripon, WI 54971-0313

Additional Locations

- BHS** **Berlin High School**
222 Memorial Dr.
Berlin, WI 54923
- FSC** **Fond du Lac Senior Center**
151 E. First St.
Fond du Lac, WI 54935
- HHS** **Hartford Union High School**
805 Cedar St.
Hartford, WI 53027
- KHS** **Kewaskum High School**
1510 Bilgo Ln.
Kewaskum, WI 53040
- MRK** **Markesan High School**
100 E. Vista Blvd.
Markesan, WI 53946

Moraine Park Technical College is accredited by the Higher Learning Commission, a regional accreditation agency recognized by the U.S. Department of Education. (hlcommission.org)



Registration Information

Three Ways to Register

New students must register through Student Services staff by phone, in-person or electronic registration form. Returning students can register online through myMPTC Student.

Note: Have the 5-digit CRN # for your class available when you are ready to register. (See class information on opposite page.)

- **Phone:** 1-800-472-4554
- **Electronic Registration Form:** morainepark.edu/online-registration
- **In-Person:** Visit Student Services at any of the three campuses during Student Services Office Hours.

Student Services Hours

- Monday – Friday: 8 a.m. – 4:30 p.m.
- Closed Fridays in June and July.

General Information

- Class schedules and tuition and fees are subject to change without notice and are not to be considered as contractual guarantees for any course.
- If a class is full, please request to be placed on a class waiting list. Waiting lists are compiled on a “first-come, first-served” basis. If openings occur, students on the class waiting list will be called sequentially. Students have 24 hours to respond or the next person on the waiting list will be called. Please inform Student Services if your contact information changes.
- Audit policy: Students may choose to audit undergraduate (UG) level courses to gain a general understanding of the subject matter. This request must be completed at the time of registration. Audited classes do not earn credit, and the standard tuition, fees, withdrawal policies apply.

Disability Resources

Disability Resources provides services and accommodations for students with documented disabilities at Moraine Park Technical College. Please call 920-929-2117 to request an appointment with an Accommodation Specialist or request an accommodation at https://morainepark-accommodate.symplicity.com/public_accommodation/.

Tuition and Fees

- The fees for each course in this schedule include tuition and classroom/lab material fees. (Out-of-state residents pay an additional \$71.73 per credit.)
- The fees do not include textbooks or other supplies (unless noted).
- Senior discounts are available for seniors 62 and over for most classes.
- Tuition and fee payments are due at time of registration. (If you are mailing a check, we will hold your registration for 3 days.)

Payment Methods

Pay online via:

- Credit or debit card (convenience fee may apply)
- Electronic check from a checking or savings

Go to student.morainepark.edu > My Finances > MaxPay

Or, for one-time payments, simply go to commerce.cashnet.com/MORAINEGUEST.

Mail your check to:

MPTC, Student Financial Services
235 N. National Ave.,
Fond du Lac, WI 54936

Pay in-person with cash or check:

Please visit Student Financial Services during regular business hours.

Payment or student account questions?
Contact us at 920-924-3124
or sfs@morainepark.edu.



Moraine Park Technical College takes pride in being an Affirmative Action/Equal Opportunity educator and employer. The College does not discriminate on the basis of race, color, ethnicity, national origin, sex, gender identity, disability, age, or any other class protected by law, in employment, admission or educational programs and activities. Moraine Park is dedicated to fostering a diverse, inclusive and equitable experience for students and within the working environment for employees.

Moraine Park Technical College inquiries regarding AA/EO and the College's non-discrimination policies can be directed to the Equal Opportunity Officers at MPTC, 235 N. National Ave., PO Box 1940, Fond du Lac, WI 54936-1940, 920-924-6355 or 920-924-3445. TTY/VP: Use Relay/VRS. For more information, visit morainepark.edu/nondiscrimination.

How to Read Class Information

QuickBooks Level 1

This is a brief introductory course that covers the basic concepts of QuickBooks. It also reviews fundamental accounting concepts. The key lesson features you will learn are managing QuickBook files, working with customer and vendor transactions, banking with QuickBooks, planning and creating a new company, and opening of balances and balance sheet reports.

Fees

Senior fee indicated
in gray when a senior
(62+) discount applies.

Course #

101-408 / 12 hrs  **\$99** (62+ \$59.34)

CRN #

30928 S 9a-12:55p
Didier

Apr 7–Apr 21
WBC

Instructor

Location

 = Textbook Required

 = Textbook Recommended

If a textbook is included in the tuition fee, that is noted under the class description.

Class Details

- Each class description includes the course number, course title, CRN number (used for registration), instructor, location, meeting day and time, start and end dates and fee.
- Meeting days are abbreviated in the course descriptions: M = Monday; T = Tuesday; W = Wednesday; R = Thursday; F = Friday; S = Saturday; and U = Sunday.
- The class meeting time or day may be blank if the class is offered online or in a self-paced instructional method.
- The VM and ONL class formats are indicated next to the course number. If no class format is listed, the class is taught using a an in-person format.

Instructional Methods

- **Traditional:** Classes meet at scheduled meeting dates and times at Moraine Park sites. Instruction is face-to-face.
- **ONL (Online):** Classes are offered via the Internet. A computer with Internet access is required.
Ed2Go courses are instructor led, six-week courses starting monthly, unless noted as a tutorial. Tutorials are on-demand with no specific start date. To register, go to www.ed2go.com/mptc and search for the course title.
UGotClass courses and certificates are instructor led, one to two months long and available on scheduled start dates. To register, go to bit.ly/UGCMPTC.
Ed2Go and UGotClass classes do not transfer to credit or non-credit programs and are not eligible for financial aid at Moraine Park.
- **VM (Virtual Meeting):** A link to the class will be sent 24 hours prior to the start of the class. Participants will need internet access.

Contact Information

Registration: 920-924-3207

MPTC Continuing Education
235 N. National Ave.
Fond du Lac, WI 54936

communityed@morainepark.edu

General Information: 920-929-2117



Postal Customer

Register now for Spring 2023.

A photograph of a person with blonde hair tied in a bun, seen from behind, sitting in a meditative lotus position on a grassy field. They are wearing a white button-down shirt and dark pants. Their hands are resting on their knees with palms facing up. The background is a dense forest of green trees, with sunlight filtering through the leaves, creating a peaceful and natural atmosphere.

Meditation Training

page 18

Call or visit one of our campuses today.

imagine
what's
next

MPTC LOCATIONS

Beaver Dam Campus

Fond du Lac Campus

West Bend Campus

Jackson Regional Center

Ripon Regional Center

More information: page 21