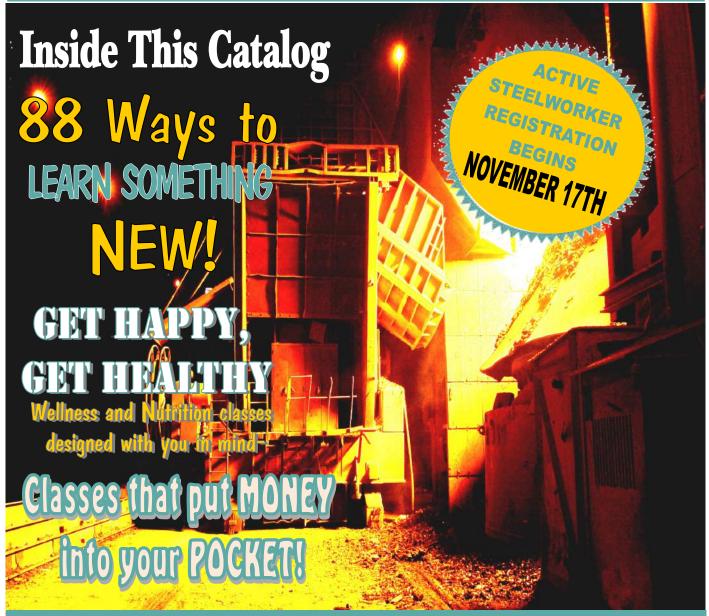


Your Guide to Learning

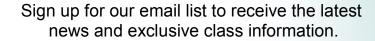


Winter 2015 Edition











Sign up for SMS text alerts to receive registration reminders and class updates.



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Subscribe to our e-newsletter to receive exclusive information including invitations to contests, classes and more.



Coming Soon! Look for us on You Tube for exclusive tips and videos from the experts at your career development centers.



Register for classes, browse the latest catalog

Visit us at www.bkjoblink.org www.ihlearningcenter.org





Contact us the old fashioned way! Call our office during normal business hours to sign up for emails, text messages, and register for classes.

Local 1010 members call (219) 399-8136 Local 1011 members call (219) 398-9363 ext. 111 Local 1010 Riverdale members call (708) 392-1083

3 EASY WAYS TO REGISTER!

Local 1010 Members

1. **ONLINE** Log on to www.bkjoblink.org



Local 1011 Members

1. **ONLINE** Log on to www.ihlearningcenter.org

2. PHONE

Call (219)399-8135 or (219)399-8136



3. WALK-IN

Office location and hours:

JobLink Learning Center

3333 Michigan Avenue East Chicago, Indiana 46312

Monday-Thursday 8:30-4:30pm Friday 8:00-4:00pm

2. PHONE

Call (219)354-0077 Fax (219)354-0853

3. WALK-IN

Office location and hours:

Leon Lynch Learning Center

1410 Broadway Avenue East Chicago, Indiana 46312

Monday-Friday 8:30-5:00pm

Local 1010 Members Riverdale

WALK-IN

Office location: 13500 South Perry Avenue Riverdale, Illinois 60827

PHONE

Call (708)392-1083 Fax (708) 392-1193



Today's STEELWORKER

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MTE Prep



MTM Prep

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Live Large Without Spending Large

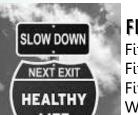
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Travel the World Without Spending a World of Money

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Automotive

AUTO DETAIL

Get that new car finish back! Learn how to to detail your car in our heated garage space. You will learn how to use a commercial buffer safely in addition to learning about the various compounds, polishes, and cleaners. This class is a team effort. All supplies are provided. Get your car ready for spring!

Prerequisites: None

Tuesdays- February 24 to April 14 9:00am-12:00pm or 3:30pm-6:30pm Location: JobLink Instructor: Joe Hynek

AUTOMOTIVE BRAKE

This course is intended to give the student a thorough understanding of the working principal of automotive brake system used on new and old vehicles. It will aid them in finding problems in the braking systems with the use of all the up-to-date test equipment and proper testing procedures. This course incorporates the latest information available and proven teaching techniques, with both lecture, demonstrations, and hands-on activities. This is a great course for the novice or the pro. Students may have opportunities to work on personal projects in class.

Thursdays– January 29 to March 5 8:00am to 11:00am or 4:00pm to 7:00pm Location: JobLink Instructor: TBA



PAINTLESS DENT REMOVAL

This course will teach students step-by-step how to remove small dents on top and side panels and how to tackle more elaborate repairs such as hail damage, large dents and vertical and horizontal crease dents. In addition, students will learn advanced techniques for removing more complex damage on all areas of the vehicle. Students may work on their own cars. **Prerequisites: None**

Tuesdays- January 13 to February 17 8:00am to 11:00am or 4:00pm to 7:00pm Location: JobLink Instructor: Chris Kuliczkowski

Gardening





BUILD A MINI GARDEN

Get on the newest craze in gardening by completing your own mini garden! These tiny creations can be displayed inside or outside. They are magical wonders consisting of tiny houses, furniture, garden paths and plants. You can make your very own creation that is fun and simple. Pick a theme such as beach, English cottage or garden fairy forest. Get as creative as you want or just keep it simple. Container, dirt and supplies will be provided for you just come with a fun spirit! Bring your child or grandchild (age 6 and up) to have a family fun activity.

Prerequisites: None

Saturday- April 11
10:00am to 12:00pm or 3:30pm to 5:30pm
Location: JobLink
Instructor: LeeAnn Bultema



GARDEN STEPPING STONE

Come and create your own garden stepping stone to enhance the look of

your garden or to commemorate a loved one. Add your own flair to your garden and learn about different materials used in this process. All materials will be provided for you. This can be a bit messy, so wear gloves and old clothes. Can't wait to create something special for your yard with you! **Prerequisites: None**

Wednesday- February 25
10:00am to 12:00pm or 4:00pm to 6:00pm
Location: JobLink
Instructor: LeeAnn Bultema

DIUNew Home Installation Projects

◆DIY: INSTALL A BACKSPLASH

In this course students will learn to install an under cabinet backsplash. You will learn about many of the different options of materials, colors, textures, etc. We will learn to install the different types, and actually install a backsplash at JobLink. If you always wanted to make improvements to your home, but didn't know where to start this class may be for you. **Prerequisites: None**

Thursdays-February 19 to March 5 9:00am to 12:00pm or 3:30pm to 6:30pm Location: JobLink Instructor: Nick Nash

◆ DIY: INSTALL OR REPLACE A COUNTERTOP

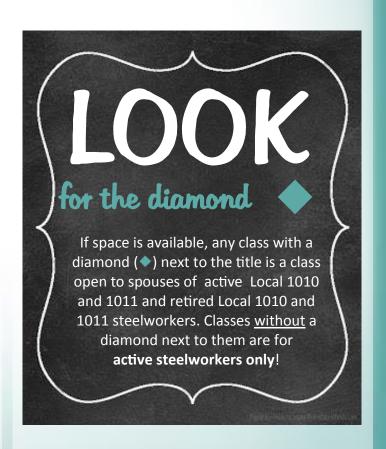
Is a tired, worn, or outdated countertop ruining your kitchen or bathroom? If so this class may be for you. Join us for learning, camaraderie, and fun! This class is hands-on giving you real life experience in remodeling. **Prerequisites: None**

Thursdays- January 15 to February 5 9:00am to 12:00pm or 3:30pm to 6:30pm Location: JobLink Instructor: Nick Nash

♦ DIY: INSTALL A WOOD FLOOR

In this class you will learn how to install hardwood floors. You will learn about different types of wood and materials in this four-week class, and get hands-on experience. **Prerequisites: None**

Thursdays- March 19 to April 9
9:00am to 12:00pm or 3:30pm to 6:30pm
Location: JobLink
Instructor: Nick Nash





You may register for the series or just for ONE...
If you choose to register for the series, you will receive a book!

◆DIY PLUMBING: FAUCET AND DRAIN REPAIR

Leaky faucet or drain pipes? Don't call a plumber and spend your hard earned cash- DIY! In this one-day class you will learn skills you can use as long as you use sinks. Not only will you see a clear demonstration of the techniques used, you will learn about materials best suited to these jobs. Best of all, you will have hands-on experience repairing faucets and drains. **Prerequisites: None**

Tuesday- January 20 8:00am to 11:00am or 3:30pm to 6:30pm Location: JobLink Instructor: Bill Cameon

◆DIY PLUMBING: INSTALLING A HOT WATER TANK

Learn how to purchase and install a hot water tank. You will learn about on-demand tanks as well as traditional water tanks. In class you will learn basic soldering techniques and everything else you need to safely install a traditional water heater. This class is both demonstration and hands on. **Prerequisites: None**

Tuesday- February 3 to February 10 8:00am to 11:00am or 3:30pm to 6:30pm Location: JobLink Instructor: Bill Cameon

◆ DIY PLUMBING: TOILET REPAIR

Don't call a plumber to take care of some easy repairs. In this one-day class you will learn skills you can use to repair different types of toilets. Not only will you see a clear demonstration of the techniques used, you will learn about materials best suited to these tasks. Best of all you will have hands-on experience repairing toilets.

Prerequisites: None

Tuesday- January 27 8:00am to 11:00am or 3:30pm to 6:30pm Location: JobLink Instructor: Bill Cameon

HOME SECURITY SYSTEMS

This six-week course introduces the student to the procedures for designing, installing, and programming burglar alarm systems.

Students will be introduced to the lucrative business of starting an alarm system business.

Alarm systems may be wired to dial up to two cell phone numbers, never requiring a monthly monitoring fee. Students are encouraged to design and install alarm systems on their own properties. **Prerequisites: None**

"Tim always takes the time to answer all the questions in class." -Quote from student evaluation

Tuesdays- January 13 to February 17 9:30am to 12:30pm or 3:30pm to 6:30pm Location: JobLink Instructor: Tim Spanos

PLEASE NOTE:

Each participant's account will have a full deduction for a course that is NOT dropped <u>BEFORE</u> the start date. So, please make sure you contact your career development office <u>before</u> the start date of your class if you are unable to attend.



APPLIANCE TROUBLESHOOTING II

This class will students how to troubleshoot and repair different brands and appliances. Students will troubleshoot as a group and by themselves. Expand your ability to work on a wide variety of appliances. Prerequisites: None



Wednesdays-January 7 to March 25 8:00am to 11:00am or 4:00pm to 7:00pm **Location: Appliance Discount Service** Instructor: Roland Alvarez



◆ BICYCLE REPAIR

Learn how to fix flats, true rims, adjust brakes and gears, inspect cranks and front forks, plus proper bike fit and seat height. Also presented - proper gear selection,

riding safety, and training. Bring in your bike!

Prerequisites: None

Wednesdays- March 11 to April 15 9:00am to 12:00pm or 3:30pm to 6:30pm **Location: JobLink Instructor: Joe Hynek**

◆LAWN EQUIPMENT MAINTENANCE AND REPAIR



Are you tired of waiting two or more weeks for your lawn equipment to be serviced? How about a seventy dollar repair bill to get that mower tuned up? Here is your opportunity to save time and money by repairing these machines yourself. In this hands-on class, students bring in their equipment for tune-ups, overhauls, or other necessary repairs or maintenance. Two popular service manuals are included in the course.

Prerequisites: None

Mondays - Session 1: January 5 to March 30 Session 2: April 6 to June 29 (No class on January 19 and May 25) 9:00am to 12:00pm or 2:30pm to 5:30pm **Location: JobLink** Instructor: Mike Dalv

LOCKSMITHING-INTERMEDIATE

Topics covered in this 18-hour course include: Master key systems, padlocks, making keys by code, impression key, lock picking, levers and mortise case locks. Prerequisites: Must have a basic understanding of locksmithing or have completed the Basic Locksmithing class.

Thursdays- January 22 to February 26 8:00am to 11:00am or 4:00pm to 7:00pm **Location: JobLink Instructor: Joyce Russell**



◆MOTORCYCLE REPAIR AND MAINTENANCE I

Take this class to learn how to maintain your motorcycle and avoid expensive repairs. This class will teach you how to get your bike running great and keep it running great. This course will cover basic maintenance such as changing the oil to cleaning the carburetors. Get your bike ready for spring - bring it to class with you!

Prerequisites: None

Wednesdays- January 7 to February 25 9:00am to 12:00pm or 3:30pm to 6:30pm Location: JobLink Instructor: Brandon Miller

◆MOTORCYCLE MAINTENANCE, REPAIR AND MODIFICATION II

Learn more about how to maintain and repair your motorcycle in this class. In Part II, you will also lean how to upgrade and modify your bike. Your imagination is your only limit. Bring in your bike to fix or modify. **Prerequisites: Motorcycle Repair and Maintenance I or permission of instructor.**

Wednesdays- March 4 to April 22 9:00am to 12:00pm or 3:30pm to 6:30pm Location: JobLink Instructor: Brandon Miller



◆STRING INSTRUMENT MAINTENANCE AND REPAIR OPEN LAB

Keeping one's guitar, bass, or other string instrument in top playing condition is important to any musician. In this course you will learn the basics of guitar/string instrument maintenance and set-up including fret leveling and re-crowning, adjusting the neck/fingerboard, balancing string intonation, and setting string action. Also, you will learn basic repair techniques including fixing cracks and refinishing. Bring in your own instrument for a tune-up. Also, this can be used as open lab time for anyone completing a guitar from an earlier workshop. **Prerequisites: None**

Saturdays- January 31 to February 21 (No class on February 14) 9:00am to 1:00pm or 2:30pm to 6:30pm Location: JobLink Instructor: Dave Dolak "Dave is very thorough and really knowledgeable! Excellent guidance in both the technology and the artistry."
-Quote from student evaluation



◆IMPROVING YOUR OLD AND NEW PHOTOS WITH PHOTO EDITING SOFTWARE

All of us make tons of photo images, but sometimes we are not satisfied with the results. This five-week class will help to introduce you to the various photo editing software packages available to make your photos better. We will cover the basics of PhotoShop Elements and Google Picasa. Both of these programs will help to make your images better and will also help you to organize and catalog your photo work. **Prerequisites:**Student must be comfortable with computer operation.

Wednesdays- March 18 to April 15 9:00am to 12:00pm or 3:00pm to 6:00pm Location: JobLink Instructor: Bill Staniec

New! INTRODUCTION TO THE

GoPro Action cameras are high quality, waterproof and shockproof cameras that produce very high quality images, whether still or video. This 5-week class will introduce you to the three models currently available for purchase, and get you started with basic GoPro operation, editing of footage and the use of numerous accessories available for this powerful action camera.

Prerequisites: Student should own or plan to own a GoPro Action Camera.

Mondays- March 16 to April 13 9:00am to 12:00pm or 3:00pm to 6:00pm Location: JobLink Instructor: Bill Staniec

◆MOVIE CONVERTING AND EDITING FOR BEGINNERS

You can now use free software and inexpensive hardware to convert your old tape based 8mm and VHS tapes to portable digital formats and create all new personal movies for safekeeping. Magnetic tapes only last a few years and the clock is ticking. You will convert your existing movies and learn how to use Windows Live (FREE software) to edit and create stunning new movies of your family favorites. It is really simple to do and lots of fun. Protect your memories by converting those old movies today.

Prerequisites: None

Thursdays- January 8 to March 12 9:00am to 11:00am or 3:15pm to 5:15pm Location: JobLink Instructor: Bill Needles

♦PHOTOGRAPHY ON THE CHEAP

We all like taking photos, but find that Investing in new equipment to be very expensive. We will look at ways to enjoy photography without spending tons of money. We really don't need new photo gear to make better images. We just need to find ways to make our present equipment work well for our needs. Sign up for this 5-week class and we will discuss

and demonstrate how to get the most out of the photographic equipment you presently have.

Prerequisites: Own and know the



basic functions of a digital camera.

Mondays- January 26 to February 23 9:00am to 12:00pm or 3:00pm to 6:00pm Location: JobLink Instructor: Bill Staniec

MTE/MTM Prep

&O MTE PREP

In this 14-week course, students will be introduced to topics related to industrial electrical maintenance: AC/DC circuits and motors, print reading, analog and digital circuits, test equipment, computers, PLCs, DC crane control, power distribution, power supplies, transformers, instrumentation, hydraulics, and HVAC. This course is for people who want to get an understanding of MTE principals or want to take the Ramsay test or improve their score. **Prerequisites: None**

LIVE AND ONLINE

Thursdays- January 15 to April 16 9:00am to 12:00pm or 3:30pm to 6:30pm Location: TBD Instructor: Joe Hynek



MTM PREP

In this 14-week course, students will be introduced to topics such as welding, hydraulic pumps, piping, print reading, machinery, tools, and more! This course is for anyone who wants to get an understanding of MTM principles, or for those who want to improve their Ramsay score.

Prerequisites: None

LIVE AND ONLINE

Wednesdays- January 14 to April 15 9:00am to 12:00pm or 3:30pm to 6:30pm Location: TBD Instructor: Nick Nash

Woodworking

◆FURNITURE REFINISHING AND RESTORATION

Take this class to fix wobbly chairs, repair damaged furniture, change a table color to match the rest of your furniture, or just make your furniture more beautiful! Learn new techniques to remove scratches and dents, that you can use on all of the furniture and trim in your home. From gentle repairs to complete restorations. Techniques learned in this class will improve finishes on furniture you build, too.

Prerequisites: None

Tuesdays- January 6 to April 21
9:00am to 12:00pm or 3:30pm to 6:30pm
Location: JobLink
Instructor: Dale Meiners

♦HEIRLOOM CHESTS

Take this class to build an heirloom blanket chest. Design your own chest to your size and with the materials of your choice. This could be a toy chest for little ones, or storage for extra blankets. This wonderful chest will be great for your home, your cottage, or as a gift. Great class for beginners!

Prerequisites: None

Fridays- January 9 to May 1
(No class on April 3)
9:00am to 12:00pm or 3:30pm to 6:30pm
Location: JobLink
Instructor: Dale Meiners

◆WOODSHOP OPEN LAB

This class allows students extra time and guidance to finish projects from previous classes and offers woodshop access for students interested in building special projects. **Prerequisites: None**

Wednesdays- January 7 to April 22 9:00am to 12:00pm or 3:30pm to 6:30pm Location: JobLink Instructor: Dale Meiners



◆BOOK CLUB

Join others in reading roughly a book a month. We ready biographies, fiction, and non-fiction and cover a lot of ground. You can sign up for one month at a time. Once you register, you'll get a copy of the book. When you register one month in anticipation, you'll give yourself plenty of time to read the book. Have fun and learn something new along the way! **Prerequisites: None**

Wednesdays- January 14, February 18, March 18, and April 15 3:15pm to 5:15pm Location: JobLink Instructor: Marcia Taylor

Thinking of Retiring?

Need Help With Writing

or Improving a Resume?



Call Marcia Taylor at 219.399.8134 to set up an appointment and start improving your resume today!

READ PROFICIENTLY

Once you unlock your reading potential, you will unlock your ability to learn everything more proficiently. In this course you will: assess your current reading level; remove your bad reading habits; improve your reading speed and comprehension, both on line and offline; boost your learning potential. In today's fast-paced information age, it is more important than ever to be a proficient reader. Everyone will benefit!

Prerequisites: None



Tuesdays- February 3 to March 24 10:00am to 12:00pm or 3:30pm to 5:30pm Location: JobLink Instructor: Christine Greenberg

OID TOURNOW?

In order for a spouse of an active steelworker to take a class, the Active Local 1010 or 1011 member must have taken AND completed a class BEFORE the spouse can register. This must be done every year for the spouse to be eligible to take classes at JobLink or Leon Lynch. Only classes with a diamond (*) next to the title are classes that Retirees and spouses of active steelworkers are eligible to take. Classes without a diamond (*) are for active steelworkers only!

Business Franchising and Planning

BUSINESS PLANNING III-FINALIZATION OF A BUSINESS PLAN

This course allows the participant the opportunity to complete the final draft of a business plan. This final draft will include an operation plan, a marketing plan, a management plan as well as a financial plan. The financial plan will include a comprehensive sales forecast with direct costs, a profit and loss projection and a cash flow

projection. A business plan serves as a required small business planning tool and is an important factor in determining financial success! SPOUSES ARE



WELCOME TO ATTEND AT NO CHARGE!

Prerequisites: None

LIVE AND ONLINE

Fridays- January 9 to February 27 8:00am to 10:00am or 4:00pm to 6:00pm or 6:00pm to 8:00pm Location: TBD Instructor: Scott Williams



EXPLORING THE BASICS OF FRANCHISE OWNERSHIP

One of Chicago's most experienced small business consultants, as well as a former successful multi-unit franchisee, Brad Back will explore the advantages and disadvantages of starting your own business, buying an existing

one, or buying a franchise. The workshop will also highlight emerging concepts and businesses, demographic trends, how to find the 'right' business as well as review the various financial options that



are available in the market place.

Prerequisites: None

FREE CLASS!

Tuesday- January 20
10:00am to 12:00pm or 3:00pm to 5:00pm or 6:30pm to 8:30pm
Location: JobLink
Instructor: Brad Back

HOW TO DEVELOP A MARKETING PLAN FOR A SMALL BUSINESS

This course, taught by an IUN marketing professor, will use a step-by-step approach to help students, small business owners and potential entrepreneurs develop a marketing plan that's easy to implement. Specifically, the course will demonstrate how to identify target customers, how to evaluate opportunities and threats to the business, how to develop product, price, promotion and distribution strategies, how to develop a budget, and how to measure the results of the marketing plan.

Prerequisites: None

Fridays- January 16 to January 23 10:00am to 12:00pm or 3:15pm to 5:15pm Location: JobLink Instructor: Subir Bandyopadhyay

16 Business Classes

HOW TO KEEP RECORDS IN A SMALL BUSINESS

Keeping good and thorough records in a small business is a must. The business owner must know his/her financial status at all times. This course is designed to teach a simple method of tracking money coming in and going out of a business. This information is critical in maintaining accurate financial records for taxation purposes. The course will provide information on developing customer/vendor databases, recording expenses, writing checks, creating sales receipts and invoices, tacking inventory, and bills to be paid. DO NOT LOSE SLEEP OVER WHETHER OR NOT YOUR BUSINESS RECORDS ARE IN ORDER! SPOUSES ARE WELCOME TO ATTEND AT NO CHARGE!

Prerequisites: None

Thursdays- March 5 to April 9
8:00am to 10:00am or 4:00pm to 6:00pm or
6:00pm to 8:00pm
Location: Leon Lynch
Instrucotr: Scott Williams





Planning before starting is an important step toward operating a successful

business! I cannot tell you how many people I have spoken with over the years that have told me that they wish they would have taken this course BEFORE opening a business. This is an introductory course that teaches the basics of starting ANY TYPE of business. The course will focus on licenses and permits required, taxation, expenses you can deduct, insurance, banking, records to keep and legal issues. After this class, you will clearly understand what is involved in starting a small business. SPOUSES ARE WELCOME TO ATTEND AT NO CHARGE! **Prerequisites: None**

LIVE AND ONLINE

Fridays- March 6 to April 17
(No class on April 3)
8:00am to 10:00am or 4:00pm to 6:00pm or
6:00pm to 8:00pm
Location: TBD
Instructor: Scott Williams



at JobLink and Leon Lynch

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Need to review?

Don't worry you can access the class online.

The class schedule doesn't work for you?

Don't worry you can access the class online.

Look for us at www.careerdevelopmentchannel.org

Buying and Selling

THE ART AND TECHNIQUES OF EFFECTIVE SELLING

During the course of our everyday lives, we most likely have to convince and persuade someone to see our point of view and in the case of a small business owner we have to successfully sell our goods and/or services. This course is designed to help improve your ability to convince and sell your idea, and/or goods and services. Selling is a process. It is an acquired skill, not an ability the comes with you at birth. Take this course and you will learn how to prospect, effectively get your foot in the door, handle objections, and close the sale. SPOUSES ARE WELCOME TO ATTEND AT NO CHARGE! **Prerequisites: None**

Thursdays- January 8 to February 26 8:00am to 10:00am or 4:00pm to 6:00pm or 6:00pm to 8:00pm Location: Leon Lynch Instructor: Scott Williams



READY FOR RICHES IN REAL ESTATE

This all-inclusive class will answer every question you may have had regarding real estate investing. Now is a better time than ever to get started. Learn how to acquire property for 10-20% of its market value, bid at auctions, acquire foreclosures, do short sales, purchase tax liens as well as perform title searches and tax appeals. Learn about pre-purchase inspections and how to avoid problem properties. Financing, no money down options, free grant money, and flipping vs. renting will also be discussed.

Prerequisites: None

"The entire class was phenomenal."
-Quote from student evaluation

LIVE AND ONLINE

Tuesday- April 7
8:00am to 12:00pm or 3:30pm to 7:30pm
Location: TBD
Instructor: Christine Rath

PIDE SOURT OF THE PROPERTY OF

In order for a spouse of an active steelworker to take a class, the Active Local 1010 or 1011 member must have taken AND completed a class BEFORE the spouse can register. This must be done every year for the spouse to be eligible to take classes at JobLink or Leon Lynch. Only classes with a diamond (*) next to the title are classes that retirees and spouses of active steelworkers are eligible to take. Classes without a diamond (*) are for active steelworkers only!

Credit Repair

CREDIT-HOW ARE MY SCORES DETERMINED?

In this two-week, informational class you will learn:

- *How your credit scores are determined by the three credit bureaus
- *Five factors you must live by to maintain a good score
- *How to build a credit score for your children or rebuild one for yourself
- * Your rights against unscrupulous debt collectors
- *A booklet of knowledge, letters dispute sheets and a compact disc of the letters.

Everything you'll need to get the Fresh Start you deserve! **Prerequisites: None**

Tuesdays- February 3 to February 10 8:30am to 11:30am or 4:00pm to 7:00pm Location: Leon Lynch Instructor: Dianna Dobos

FRESH START-CREDIT REPAIR

In this class you will learn how to repair your own credit for the rest of your life, saving you time and frustration. Don't let credit issues hold you back from purchasing the things you need and want in life. I will provide you with a CD that will have all the letters and dispute forms, to make your credit repair process much easier. The validation letter is a very powerful tool that will allow you to exercise your rights through the FDCPA. In many cases you will need to do a second-phase process against the unscrupulous debt collectors who try to trick you into paying a debt you're not legally obligated to pay.

I will prepare the first set of disputes and letters for you. Others have found this to be much easier to comprehend the whole process. Reviewing a completed first course of action will give you the jump start you need! Spouses are welcomed to sit in on class but no credit repair will be provided. Prerequisites: Students must complete the first class, "How Are My Scores Determined?"

Tuesdays- February 17 to March 10 8:30am to 11:30am or 4:00pm to 7:00pm Location: Leon Lynch Instructor: Dianna Dobos

Finance, Tax Prepand Retirement

FEDERAL TAX RETURNS USING TURBO TAX

Learn how to finish your taxes in three easy steps. Students will get a copy of Turbo Tax 2014 for their personal taxes. This course introduces the Turbo Tax forms which performs all calculations automatically. The Final Review finds missing information, overlooked deductions, and entries that could trigger audits. It also gives you money-saving tax advice for this year and next. Turbo Tax prints ready-to-file IRS approved forms on plain paper or, you could file your federal tax returns electronically to receive your refunds faster.



Tax laws and regulations change frequently and their application can vary widely based upon the specific facts and circumstances involved. Users are encouraged to consult their own professional tax advisors concerning

their specific tax circumstances. ICD, USW, Z-Tech, and Intuit, disclaim any responsibility for the accuracy or adequacy of any positions taken by users in their tax returns. The above mentioned are not liable for any in direct, special, incidental, or consequential damages (including damages for loss of business, loss of profits or investments, or the like), whether based on breach of contracts, breach of warranty, tort, (including negligence), product liability or otherwise. **Prerequisites: None**

Thursdays- February 19 to March 5 11:00am to 2:00pm or 3:30pm to 6:30pm Location: Leon Lynch Instructor: George Zahariadis

RETIRE READY

Are you trying to make the best decisions possible regarding your retirement but not sure where to start? Do you know someone who manages their own money and tells you that you should just invest it yourself? This class will show you how you can make adjustments to your portfolio that may help you sleep better at night. We'll cover the retirement process including Social Security, retirement investment strategies and what resources are available to help you make the best decisions possible. This is a two-hour class; the last hour is for your questions. Spouses of active participants are welcome to attend.

Prerequisites: None

Wednesday– February 4
9:30am to 12:30pm or 4:00pm to 7:00pm
Location: JobLink
Instructor Rob Engel



◆TAKING STOCK IN YOUR LIFE AND FINANCES-PART I

Part One of this six-week course equips students with an understanding of the markets and how they may affect an individual's financial growth. The course will teach students how to remove noise and fear from news heard and seen daily giving them a new found sense of confidence. Students will learn to make financial decisions with clearer minds, based on probabilities of success, and reduced risk as well as how to trade the stock market from very basic concepts to more advanced trading strategies. Students will learn how to build strong lists of healthy stocks and funds that should enable them to have higher probabilities of success with their financial growth. Finally, they will learn how to practice and develop skills with demo paper accounts, while protecting real money.

Prerequisites: None

Mondays- January 5 to February 16 (No class on January 19) 10:00am to 12:00pm or 6:00pm to 8:00pm Location: Leon Lynch



To access this class from home, you must provide a valid email address.

Instructor: Tom Cook





DRAWING I This class is appropriate for beginning students as well as students with some drawing experience. Class work will be modified for each student based on the student's skill level. Drawing is the basis for all other two-dimensional art. Line, form, composition, shading and perspective will be covered using pencil, colored pencils, pastels, ink and other drawing mediums. All supplies are included. Prerequisites: None

Mondays – January 5 to March 16 (No class on January 19) 11:30am to 1:00pm or 4:30pm to 6:00pm **Location: JobLink** Instructor: Leona Jurincie

GLASS CASTING AND FUSING

Get an introduction to this fun way to create decorative three-dimensional glass pieces for your home or garden without handling molten glass. You will create beautiful cast glass items such as dragonflies, butterflies, leaves, dishes, jewelry, boxes with lids, crosses and crucifixes, and sea shells in this hands-on course. You will learn the simple way to cast glass with reusable ceramic molds, fusible glass frits (crushed glass) and powders. Students will learn how to prime molds, create frit mixtures, and fill and fire molds. Advanced variations will be discussed such as adding cast items to fused glass items.

Prerequisites: None

Thursdays - March 12 to April 30 8:00am to 11:00am or 3:30pm to 6:30pm **Location: JobLink Instructor: Mike Bey**

_ SEASONAL WREATHS WITH KIM We will make a wreath a month for decorating your home. There are so many

new supplies at the art and crafts store. We will be using the latest to make a one-of-a-kind

wreath for each month to be used on the outside or inside of your home. January will be a snowman theme, February will be Valentine's Day, March will be St. Patrick's Day and finally April will be a beautiful spring wreath. Bring in some of your old



decorations to repurpose and put into your new design. Have fun, be creative!

Prerequisites: None

Fridays - Class meets once a month January 16, February 6, March 6, and April 10 9:00am to 11:30am or 1:00pm to 3:30pm or 3:30pm to 6:00pm

Location: JobLink Instructor: Kim Riley

◆WATERCOLOR PAINTING I

If you've never picked up a brush or if you've already dabbled in the watercolor medium, this is the class for you. In this popular class, students will explore a wide range of watercolor possibilities, including traditional approaches and unusual techniques. Design and color will be emphasized. Leona Jurincie, South Shore Arts instructor, will provide you with the attention you need to advance your artistic growth. Prerequisites: None

Mondays- January 5 to March 16 (No class on January 19) 9:00am to 11:00am or 2:30pm to 4:30pm **Location: JobLink Instructor: Leon Jurincie**





L&O GUITAR 1

It's never too late to play guitar and this is your chance to learn. This easy to learn class is taught by professional performer teacher and recording artist Eric Lambert and he'll have you playing in no time. Have fun! Play Guitar!

Prerequisites: Must own a guitar

LIVE AND ONLINE

Mondays – January 5 to March 30 (No class on January 19) 11:00am to 12:00pm or 3:00pm to 4:00pm **Location: TBD Instructor: Eric Lambert**



GUITAR 2 Guitar two is a continuation of Guitar One. This easy to learn class is taught by professional performer teacher

Eric Lambert and he'll have you playing in no time. Have fun! Play Guitar! Prerequisites: Guitar 1 or instructor approval.

LIVE AND ONLINE

Mondays- January 5 to March 30 (No class on January 19) 12:00pm to 1:00pm or 4:00pm to 5:00pm **Location: TBD** Instructor: Eric Lambert

PIANO/KEYBOARD LEVEL 1

Learning and playing the piano/keyboard can open up an incredible door of creativity for you, as well as a fulfilling life of music making. Learn from an instructor with over 35 years of playing experience. This class will take someone who is new or with little experience through a solid foundation of music theory and the basics of piano/keyboard playing. This class will also cover and teach you the basic chords along with chord progressions. Knowledge of chords will eventually assist you in learning to accompany other instruments as well as singing along. This class can serve as the beginning of your musical journey. Prerequisites: None

Thursdays- January 15 to March 26 (No class on March 19)

First 5 weeks: 10:00am to 11:15am or 4:45pm to 6:00pm Last 5 weeks: 10:00am to 12:00pm or 4:45pm to 6:45pm

> **Location: Leon Lynch Instructor: Frances Zahariadis**



PIANO/KEYBOARD LEVEL 2

This class is a continuation of Learning to Play the Piano/Keyboard -Level 1. Students will continue to learn more music theory, which will give them the ability to play a wider variety of songs. Additional notes and techniques will be introduced, giving students the opportunity to play songs with fuller sounds. Prerequisites: Piano/Keyboard Level 1 or permission of the

Thursdays – January 15 to March 26 (No class on March 19) 8:30am to 9:45am or 3:15pm to 4:30pm **Location: Leon Lynch** Instructor: Frances Zahariadis

instructor

Flying and Recreation

INSTRUMENT GROUND SCHOOL COURSE

Prepare your Instrument Rating by taking this course! Each student will receive a Cessna Instrument Pilot Kit that includes a complete syllabus for the Instrument Rating Course. The teacher and student will follow this syllabus in the classes and with the completion of the course the student should be prepared to take the FAA Written Knowledge Test. This test is a requirement to obtain the Instrument Rating.

Prerequisites: Private Pilot License

Thursdays – January 15 to March 19 9:00am to 12:00pm or 6:00pm to 9:00pm Location: Eagle Aircraft Instructor: Scott Ferguson

LIVE LARGE WITHOUT SPENDING LARGE

options and opportunities to thrive financially; however, most people are unaware of the resources available to them. This class will teach you how to gain multiple streams of income free and effortlessly. It will also show you how to get a multitude of products and services for free or for a fraction of the retail price regardless of your income level. Topics included are: How to get free vacations and airfare, free books, free college, free legal advice and forms, free telephone services, free healthcare services, free household goods, etc. Also learn where to get incredibly low-cost, bigticket items such as houses, cars, boats, and so much more! **Prerequisites: None**

LIVE AND ONLINE

Wednesday- April 8
8:00am to 12:00pm or 3:30pm to 7:30pm
Location: TBD
Instructor: Christine Rath

SPORT/PRIVATE PILOT GROUND SCHOOL COURSE

Students will receive a Cessna Pilot Kit that includes a complete syllabus for the Sport/Private Pilot Course. Each student will complete a lab at home before the class session with a group lab discussion and lecture to occur in class. The student will be required to take an FAA Knowledge Test upon completion of the ground school. To be taken at Eagle Aircraft by appointment. This course requires dedicating time to study at home as well as classroom attendance. **Prerequisites: None**

Mondays and Wednesdays–
January 12 to March 16
(No class on January 19)
9:00am to 11:30am or 6:00pm to 8:30pm
Location: Eagle Aircraft
Instructor: Scott Ferguson

TRAVEL THE WORLD WITHOUT SPENDING A WORLD OF MONEY

This class will teach you how to travel almost anywhere in the world for free or for dirt cheap. The best Internet travel websites and free travel information resources will be discussed. Also included in this class will be: Information on

getting paid to relocate vehicles in the United States; how to get free lodging or hotel rooms at a huge discount; how to get free airline tickets by doing online surveys; how to get free



cruises; what credit cards offer free hotel rooms, rental cars, airfare, etc.; best bargain destinations, and so much more! If you love to travel, you won't want to miss this class.

Prerequisites: None

LIVE AND ONLINE

Monday- April 6 8:00am to 12:00pm or 3:30pm to 6:30pm Location: TBA Instructor: Christine Rath



New! - AMERICAN HEART ASSOCIATION CPR Heartsaver® CPR AED is a classroom, video -based, instructor-led course that teaches adult CPR and AED use, as well as how to relieve choking on an adult. This course teaches skills with AHA's research-proven Practice-While-Watching (PWW) technique, which allows instructors to observe the students, provide feedback and guide the students' learning of skills. Prerequisites: None

> Wednesday – March 11 4:00pm to 8:00pm **Location: JobLink** Instructor: Paul Stofko/Jill Schneider

EAMERICAN HEART ASSOCIATION FIRST AID

Heartsaver® First Aid is a classroom, video-based, instructor-led course that teaches students critical skills to respond to and manage an emergency in the first few minutes until emergency medical services (EMS) arrives. Students learn skills such as how to treat bleeding, sprains, broken bones, shock and other first aid emer-

gencies. Prerequisites:

None

Wednesday-February 18 4:00pm to 8:00pm **Location: JobLink Instructor: Virginia** Addison/Jill Schneider





FITNESS FOR LIFE

Fitness for Life is a comprehensive program on how to live a healthy lifestyle through proper nutrition, supplementation, and exercise through nutrition classes and instruction at a gym. Each student receive a complimentary body composition test and fitness assessment. Each student will also receive a personal training session once a month for 12 months. If you're ready to get in shape, this is the program for you.

Prerequisites: None

Wednesdays – January 7 to February 11 7:30am to 8:30am or 3:30pm to 4:30pm or 7:30pm to 8:30pm **Location: Leon Lynch Instructor: Denny Finnearty**

Restricted Classes

Out of your \$2,000 a year customized course allowance, you can only use \$1,250 per year on restricted personal development classes.

FITNESS SOLUTIONS I

Fitness Solutions at Work is a 12-week program that focuses on the three main aspects of wellness: nutrition, exercise and behavior modification. Students will learn how to develop a personalized eating plan, focusing on portion sizes and counting fat grams. The first hour of class will be a group nutritional meeting with a weekly weigh-in to maintain accountability. The second hour of class will be a functional, high-energy training class for all levels in a group setting. SGTraining creates engagement, motivation and accountability. Students will be able to use Omni Chesterton and



Schererville with unlimited SGTraining. Each class is approximately 120 minutes and will be lead by a Certified Fitness Professional. All classes will be located at Franciscan Omni Health & Fitness in Schererville. Prerequisites: Students must complete a fitness assessment prior to starting class.

Mondays- January 12 to April 6 (No class on January 19th) 9:30am to 11:30am or 4:00pm to 6:00pm Location: Omni Health and Fitness Instructor: Erin Mauch



FITNESS SOLUTIONS II

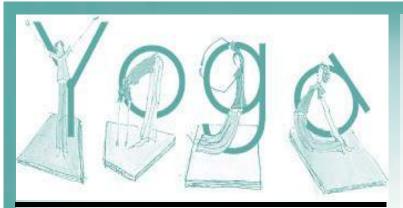
This 12-week program is a continuation of Fitness Solutions 1 and consists of 12 new weight management sessions and 12 new fitness training sessions held at Franciscan Omni Health & Fitness Schererville. Each week participants will meet with an instructor to discuss different topics of nutrition (i.e., food guide pyramid, time management, plateaus, etc...) In addition to nutrition education, participants will learn about and discuss different elements of physical activity (i.e., progression, HR training, avoiding burnout, and more). They will partake in functional, high energy training sessions led by the instructor. Each class is approximately 120 minutes in length. This program also gives participants full access to Franciscan Omni Health & Fitness Chesterton and Schererville for the 12-week duration of class with unlimited use Group Exercise Classes and Small Group Training Classes. Prerequisites: Fitness Solutions I

Thursdays- January 15 to April 2 9:30am to 11:30am or 4:00pm to 6:00pm Location: Omni Health and Fitness Instructor: Deb Battreall

WEIGHT WATCHERS

Weight Watchers is ranked #1 Best Diet by US News the last 3 years in a row. Weight Watchers teaches you how to change your relationship with food for good by offering group support and accountability. You eat your own food, and attend 30 minute weekly motivational meetings with a private confidential weigh in. eTools, the online program companion and apps are included with the meetings. JobLink will provide each participant with a Starter Kit (value approximately \$40) which includes an expansion of tools. Other Weight Watchers products are available for purchase by employees.

Tuesdays- Beginning January 13
3:30pm to 4:30pm
Location: JobLink
Instructor: Kathy Long



◆BASIC YOGA

Learn to care for your body by learning yoga with Yoga Dave. Dave's class promotes relaxation and flexibility through deep breathing and a mix of traditional yoga poses and traditional western fitness and strengthening exercises. His classes emphasize core strength and balance which is essential for a healthy body and mind. Whether you have ever tried yoga before or are brand new to it, you'll find this class enjoyable to all. Don't be intimidated - even if you have injuries or physical limitations, Dave will help you modify the positions without pain or strain on muscles.

Prerequisites: None

Mondays- January 5 to March 16
(No class on January 19th)
9:00am to 10:15am or 3:00pm to 4:15pm or
4:30pm to 5:45pm
Location: JobLink
Instructor: Dave Potesta



VALENTINES PARTNER YOGA

Come join us for a partners' yoga workshop. This will include gentle stretching and pampering massage done by your partner. David will guide you in positive affirmations to open and loving communication exercises that will strengthen and bond you to your partner. This is a fun relaxing way to take much needed time for just the two of you to express your kindness and love to one another and do some yoga! **Prerequisites: None**

Friday- February 13 6:00pm to 8:00pm Location: JobLink Instructor: Dave Potesta

◆YOGA FOR THE BACK

David, a full time yoga teacher for over 13 years, can show you techniques for a more holistic and less invasive approach to back care. Classes are open to all, newcomers and more advanced are all welcome. This class will show you exercises both toning and strengthening of the core and back which will help ease and prevent back strain and pain. David uses many tools to provide his students with support and comfort- rugs, neck pillows, cushions to sit on, and use of yoga blocks and straps to ensure safety during poses. Class is fun and relaxing and a great way to start or end your day.

Prerequisites: None

Mondays- March 23 to April 13
9:00am to 10:15am or 3:00pm to 4:15pm
Or 4:30pm to 5:45pm
Location: JobLink
Instructor: Dave Potesta

"I have increased both my balance and strength."
-Quote from student evaluation

- Automation and Control
- Electrical Maintenance

- Machine Technology
- Mechanical Maintenance

You will receive Continuing Education Units and be able to print a certificate of completion for each course upon successful completion of a final examination.

To review curriculum content and course descriptions on the web visit:

http://www.isa.org/onlinetraining

ALEKS

If you want to brush up your math skills, we have a program that can save you time and energy. ALEKS is designed to help adults get up to speed on math fundamentals. Taking this class will help you prepare for math placement exams and to test into the math classes you need to get a degree.

NetTutor

NetTutor.com — Live tutors available 24/7 (hours vary by subject)

Expert tutors are waiting to help you in the following areas:

Mathematics Math en Español Accounting Economics
Finance Information Technology English Composition

Foreign Language Chemistry Physics Biology Allied Health



My Academic Workshop is a new and unique online math assessment, homework, and placement program customized for adult workers. This program is one of the most advanced educational tools available for learning mathematics in a familiar, learning management environment. Loaded with over 7,000 questions, My Academic Workshop contains math content beginning with Basic Math.

Call JobLink at 219.399.8134 or Leon Lynch at 219.398.9363 ext. 111 for more information or to sign up today!

JobLink Building

	Room A	Room B Telecasted Classes	Room D	Room E Door 5
Mon.		◆ Photography on the Cheap 1/26 to 2/23 9-12 or 3-6 Intro to GoPro Action 3/16 to 4/13 9-12 or 3-6		◆Basic Yoga 1/5 to 3/16 9-10:15 or 3-4:15 or 4:30-5:45 No class on 1/19/15 ◆ Yoga for the Back 3/23 to 4/13 9-10:15 or 3-4:15 or 4:30-5:45
Tues.		◆Exploring the Basics of Franchise Ownership! 1/20/15 10-12 or 3-5 or 6:30-8:30	◆Read Proficiently 2/3 to 3/24 10-12 or 3:30-5:30	Weight Watchers Start Date -1/13/15 3:30-4:30pm
Wed.	◆ Book Club 1/14, 2/18, 3/18, 4/15 3:15-5:15	♦ Improving your Photos with Photo Editing Software 3/18 to 4/15 9-12 or 3-6		Retire Ready 2/4/15 9:30-12:30 or 4-7 American Heart Association First Aid 2/18/15 CPR 3/11/15 4-8
Thurs.	3_6		♦ Movie Converting & Editing for Beginners 1/8 to 3/12 9-11 or 3:15-5:15 3D Printing 3/19 to 5/28 9-11 or 3-5 No class on 3/26/15	
Fri.	Class S	chedule	How to Develop a Marketing Plan for Small Business 1/16 to 1/23 10-12 or 3:15-5:15	Valentine's Partner Yoga 2/13/15 6-8pm
Sat.				

JobLink Building

Room F	Lab I	Lab II	Lab III	Lab IV/V
Door 5	Door 5	Door 5	Door 7	Door 15
	◆ Fix My Computer 1/5 to 2/9 No Class on 1/19/15 ◆ Build My Computer 2/16 to 3/16 9-1 or 3-7 Maintain Your Computer 3/30 to 4/13 9-12 or 3-6	◆Watercolor Painting I 1/5 to 3/16 9-11 or 2:30-4:30 ◆ Drawing I 1/5 to 3/16 11:30-1 or 4:30-6 No class on 1/19/15		◆Lawn Equipment Maintenance/Repair 1/5 to 3/30 No class on 1/19/15 ◆Lawn Equipment Maintenance/Repair 4/6 to 6/29 No class on 5/25/15 9-12 or 2:30-5:30
Home Security Systems 1/13 to 2/17 9:30-12:30 or 3:30- 6:30		♦ Plumbing DIY: Faucet & Drain-1/20/15 Toilet Repair-1/27/15 Hot Water Tank 2/3 to 2/10 8-11 or 3:30-6:30	♦ Woodworking- Furniture Refinishing & Restoration 1/6 to 4/21 9-12 or 3:30-6:30	Paintless Dent Removal 1/13 to 2/17 8-11 or 4-7 • Auto Detail 2/24 to 4/14 9-12 or 3:30-6:30
	Fix My Mobile Device 1/7 to 2/4 Laptops A to Z 2/11 to 3/11 9-1 or 3-7	Garden Stepping Stone 2/25/15 10-12 or 4-6 ◆ Bicycle Repair 3/11 to 4/15 9-12 or 3:30-6:30	◆Woodworking Open Lab 1/7 to 4/22 9-12 or 3:30-6:30 No class on 1/19/15	◆ Motorcycle Repair & Maintenance I 1/7 to 2/25 ◆ Motorcycle Repair & Maintenance II 3/4 to 4/22 9-12 or 3:30-6:30
Adi		LockSmithing Intermediate 1/22 to 2/26 8-11 or 4-7	◆Install a Countertop 1/15 to 2/5 ◆Install a Backsplash 2/19 to 3/5 ◆Install a Wood Floor 3/19 to 4/9 9-12 or 3:30-6:30	Automotive Brake 1/29 to 3/5 8-11 or 4-7 Glass Casting 3/12 to 4/30 8-11 or 3:30-6:30
Active Steelworker Registration begins November 17th		Seasonal Wreaths 1/16, 2/6, 3/6, 4/10 9-11:30 or 1-3:30 or 3:30-6	♦ Woodworking- Heirloom Chests 1/9 to 5/1 9-12 or 3:30-6:30 No class on 4/3/15	
A SVGINI	ver 17th	Build a Mini Garden 4/11/15 10-12 or 3:30-5:30	◆String Instrument Maintenance/Repair 1/31 to 2/21 9-1:00 or 2:30-6:30 No class 2/14/15	

Le	on Lynch Lea	rning Center	Live and Online careerdevelopmentchanner.com
	Leon Lynch Learning	Leon Lynch Learning Center	Location: TBD
	Center	Computer Classes	(JobLink or Leon Lynch)
Mon.			Guitar I - 1/5 to 3/30 11-12 or 3-4 Guitar II -1/5 to 3/30 12-1 or 4-5 No class on 1/19/15 ◆Taking Stock in Your Life & Finances! 1/5 to 2/16 10-12 or 6-8 No class on 1/19/15 Travel the World -4/6/15 8-12 or 3:30-7:30
Tues.	How My Credit Scores Determined 2/3 to 2/10 Credit Repair 2/17 to 3/10 8:30-11:30 or 4-7	TAP Cell Phone Repair Technician 1/13 to 3/17 7:30-10:30 or 7-10 Upgrade Your Laptop 3/24 to 4/14 8-10:30 or 7-9:30	TAP A+ Certification 1/6 to 3/26 9-12 or 3-6 No class on 3/24/15 Ready for Riches - 4/7/15 8-12 or 3:30-7:30
Wed.	Fitness For Life 1/7 to 2/11 7:30-8:30 or 3:30-4:30 or 7:30-8:30	What's New in iOS 1/14 to 1/21 Make Movies Using the iMovie App. 1/28 to 2/11 Droid Phone Tablets Tips & Tricks 2/25 to 3/4 Edit Your iPhone/iPad Photos 3/11 to 3/18 8-10:30 or 7-9:30 Windows 10 Preview/Update - 4/1/15 ◆ Get MagicJack Plus - 4/15/15 7:30-10:30 or 7-10	MTM 1/14 to 4/15 9-12 or 3:30-6:30 Live Large Without Spending Large 4/8/15 8-12 or 3:30-7:30
Thurs.	Art & Techniques of Effective Selling 1/8 to 2/26 How to Keep Records in a Small Bus. 3/5 to 4/9 8-10 or 4-6 or 6-8 Piano/Keyboard Level 1 1/15 to 3/26 10-11:15 or 4:45-6 (The last 5 weeks of class will meet 45 min. longer) Piano/Keyboard Level II 1/15 to 3/26 8:30-9:45 or 3:15-4:30 No class on 3/19/15	Federal Tax Return 2/19 to 3/5 11-2 or 3:30-6:30	MTE Prep 1/15 to 4/16 9-12 or 3:30-6:30
Fri.			Business Planning III 1/9 to 2/27 How to Start & Run a Small Bus. 3/6 to 4/17 8-10 or 4-6 or 6-8 No class on 4/3/15
Sat.			

Computer-Build Maintain

A+ CERTIFICATION

A+ Computer Technician Certification (You can use)

TAP funds for this class) Sign up for this class and you can purchase a complete desktop computer kit for just \$99. You will use this kit throughout the class for lab assignments and it is yours to keep when the class ends.

Why Should I Get the A+ Certification?
Possibly the most popular entry-level technology certification, A+ certification is for anyone interested in learning how to maintain and service computers. Once completed, A+ is a widely accepted certification that demonstrates advanced knowledge of hardware and software technologies. This is an excellent certification for anyone looking to begin their education in computers or advance their existing skills. Plenty of hands-on exercises where you will install, upgrade, repair, configure, optimize, troubleshoot, and perform preventative maintenance on basic personal computer hardware and operating systems.

CompTIA A+ is the most recognized and trusted certification for entry-level computer service technicians.
From installation to networking,

PLEASE NOTE:

You <u>CANNOT</u> register for TAP classes over the phone or online.
You <u>MUST</u> visit your Career Development Office to register.

customers and employers know CompTIA A+ certified technicians have the knowledge and skills to successfully complete the job.

Prerequisites: None

LIVE AND ONLINE

Tuesdays- January 6 to May 26 (No class on March 24) 9:00am to 12:00pm or 3:00pm to 6:00pm Location: TBD Instructor: Bill Needles

◆BUILD MY COMPUTER

When you build your own personal computer, you will work with your instructor to select each component, based on your specifications of performance, style, capacity and budget. Hand building a computer helps teach the fundamentals of how a computer works and because you built it, you will be better prepared to maintain your new computer.

There really is something to be said for the personal satisfaction that goes with building YOUR computer with the components YOU choose. Just ask the 200+ steelworkers who have already built theirs.

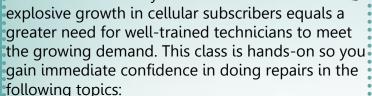


We will show you how to build a system for video and picture editing, music, gaming, home theater, Internet surfing or whatever! We'll guide you through each step to help you build a budget system or the system of your dreams. Your instructor has multiple US Patents in computer design and has helped 100's of students build their very own personal computers. Why not build yours this time? **Prerequisites: None**

Mondays-February 16 to March 16 9:00am to 1:00pm or 3:00pm to 7:00pm Location: JobLink Instructor: Bill Needles

CELL PHONE REPAIR TECHNICIAN

Global mobile phone subscribers to reach 5.0 billion by 2015 - The



*How to replace broken a glass digitizer, replace broken LCD, step-by-step instructions on how to disassemble the iPhone, correct use of proper tools, and opening techniques to dismantle all makes and models of cell phones. Additionally we will cover data transfer and recovery, cell phone unlocking, water damage, physical damage, advanced soldering techniques on replacing components on Blackberry, HTC, LG, Samsung, Motorola and much more. Great extra or new income stream from cell phone repairs available for trained technicians. Take this class to tap into a multi-billion dollar market. You can bring your own phones to class for repairs. **Prerequisites: None**

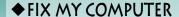
Your broken SmartPhone...



Tuesdays- January 13 to March 17
7:30am to 10:30am or 7:00pm to 10:00pm
Location: Leon Lynch
Instructor: George Zahariadis

PLEASE NOTE:

You <u>CANNOT</u> register for TAP classes over the phone or online. You <u>MUST</u> visit your Career Development Office to register.



Save money! Discover the steps needed to diagnose basic computer problems and make the repairs yourself. Bring your computer (or a friend's, neighbor's, etc.) and learn the basics of troubleshooting and repairing computers. We will talk in plain language about hardware, software, bugs, viruses, updates and other issues that can drive most users nutty. You will perform preventive maintenance using free tools to keep your computer problem free. A great class for those who don't know much about PCs and for those who do. Take this class instead of spending too much at a repair shop! **Prerequisites: None**

Mondays- January 5 to February 9 (No class on January 19) 9:00am to 1:00pm or 3:00pm to 7:00pm Location: JobLink Instructor: Bill Needles

FIX MY MOBILE DEVICE

Broken screen on your phone or mobile device? You can fix it. Cracked hinge or case? You can fix it. 100% of the class is hands-on repair work! Weak battery? You can fix it. Students do not need a mobile device to take this course. You can learn on one of ours or bring in a friend's. A great class for those who don't know much about mobile devices and even for those who do. Students will learn to diagnose, troubleshoot, repair and upgrade tablets (Xoom, iPod, iPad, galaxy, etc.) and smartphones. These special devices require different techniques than computers to be successfully repaired and maintained. Save big bucks and fix it yourself!

Prerequisites: None

Wednesdays- January 7 to February 4 9:00am to 1:00pm or 3:00pm to 7:00pm Location: JobLink Instructor: Bill Needles



New! HOW TO MAINTAIN YOUR COMPUTER- MINI CLASS

Save money! Discover the steps needed to maintain your computer(s) and solve basic computer problems yourself. Bring your computer (or a friend's, neighbor's, etc.) and learn the basics of computer operation and maintenance. We will talk in plain language about hardware, software, bugs, viruses, updates and other issues that can drive most users nutty. You will perform preventive maintenance using free tools to help keep your computer problem free. Take this class instead of spending too much at a repair shop! Bring your computer the first day of class.

Prerequisites: None

Mondays- March 30 to April 13 9:00am to 12:00pm or 3:00pm to 6:00pm Location: JobLink Instructor: Bill Needles



LAPTOPS A-Z

Students will learn to diagnose, troubleshoot, repair and upgrade laptops. These special computers require different techniques than desktop computers to be successfully repaired. You will fix broken screens, bad drives, dead batteries, etc. We can help you upgrade your old XP or Vista based laptop to Windows 7 or 8.1 using a rocket fast SSD. Also covered will be the techniques used by manufacturers to design and construct a modern laptop. 100% hands-on lab work! Students do not need a laptop to take this course. A great class for anyone who owns a laptop or is in the market for a new laptop.

Prerequisites: None



Wednesdays- February 11 to March 11 9:00am to 1:00pm or 3:00pm to 7:00pm Location: JobLink Instructor: Bill Needles

"The only way to improve this class would be through mind transfer." -Quote from student evaluation



Cutting Edge Technology

3D PRINTING

Printing in 3D is an exciting new addition to our technological capabilities. In this class, we'll define what 3D printing is, why it's gotten so much attention as of late and what its potential could be. We'll teach you exactly how to model a 3D hand-held, print-ready, object using only free tools, with no prior experience necessary.

Additionally, you'll learn how to design from a sketch. We'll also discuss designing your project with free software

options. We'll walk through what your next steps from model to product to get your design printed - what pricing to expect, how it works and



where to get it done and create your object where possible on one of our printers in the classroom.

Prerequisites: None

Thursdays- March 19 to May 28 (No class on March 26) 9:00am to 11:00am or 3:00pm to 5:00pm Location: JobLink

Instructor: Bill Needles

DROID PHONE OR TABLET TIPS AND TRICKS

Android Smart Phone or Android Tablet user? You should attend this class and become more productive and efficient in using your devices. Learn many tricks and tips that will make you enjoy them even more. **Prerequisites: None**

Wednesdays- February 25 to March 4 8:00am to 10:30am or 7:00pm to 9:30pm Location: Leon Lynch Instructor: George Zahariadis

EDIT YOUR IPHONE/IPAD PHOTOS WITH THE IPHOTO APP

Be the master of your photo collection. With iPhone/iPad/iPod, people are taking more photos and videos than ever. And as photo collections grow, so does the desire to easily find, edit, and share them whenever and wherever. That's where the new iPhoto app comes in. With iPhoto for iOS 7, you have everything you need to view, edit, and share your photos on your iPad, iPhone, or iPod touch .iPhoto packs in dozens of features and controls that could be overwhelming for some users, while hugely appreciated by others. If you take photos with your iPhone/iPad this class is definitely for you. **Prerequisites: None**

Wednesdays- March 11 to March 18 8:00am to 10:30am or 7:00pm to 9:30pm Location: Leon Lynch Instructor: George Zahariadis



MAKE
LEGENDARY
MOVIES USING
THE IMOVIE APP
ON YOUR
IPHONE/IPAD

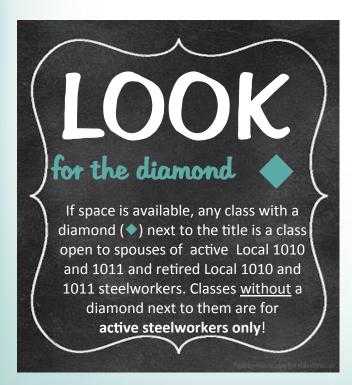


IPHONE/IPAD iMovie puts everything you



need to tell your story at your fingertips, with a beautifully streamlined interface and multi-touch gestures that let you enjoy your videos like never before. Browse your video library, quickly share favorite moments, and create beautiful HD movies and Hollywood-style trailers. And with iCloud, you can enjoy them in iMovie Theater on all your devices. If you haven't tried your hand on the iOS version of iMovie, you probably are not taking full advantage of your iPhone or iPad captured videos. This class will walk you through the main features to get you started. The iOS app is basically the same for the iPhone and iPad 2. (To use iMovie you must have an iPad 2/iPhone 4 or newer generation with iOS 7.) **Prerequisites: None**

Wednesdays- January 28 to February 11 8:00am to 10:30am or 7:00pm to 9:30pm Location: Leon Lynch Instructor: George Zahariadis



Live and Online

at JobLink and Leon Lynch

Now you can get classroom instruction – and *online availability* at anytime, anywhere through the

Career Development Channel

Get the live classes you want with the convenience of distance learning. When you sign up for a class that we record, you have the option to get the face-to-face learning environment you have asked for along with the convenience of online accessibility.

With greater accessibility you can access the class after the session, on
demand, and you can even watch the class
live from a remote location.

Seriously – learning has never been easier.

With wireless Internet or 4G availability, you can now access these classes from any desktop computer, laptop, tablet or mobile device.



Miss a session?

Don't worry you can access the class online.

Need to review?

Don't worry you can access the class online.

The class schedule doesn't work for you?

Don't worry you can access the class online.

Look for us at

www.careerdevelopmentchannel.org

Upgrading and Updating

◆GET MAGICJACK PLUS OR OTHER PHONE SERVICES & REPLACE YOUR LAND LINE

Do you want to save hundreds of dollars per year on phone bills? Then replace your current land line with the MagicJack Plus system. If you have Internet at home, you can use it to make free phone calls in the United States. With this new Plus system you no longer need a computer running to use the MagicJack system. You can now plug the system directly to your router; also now you can transfer your current phone number. It even includes smart phone application. MagicJack Plus service has received rave reviews and many people think it is the best call quality they have ever heard. The MagicJack Plus has added high definition voice, free directory assistance, call waiting, voicemail and caller ID. Come to class and see the 2011 Product of the Year in action. We will also look at other services like OOMA, Net10, and others and compare services and pricing.

Prerequisites: None



Wednesday- April 15
7:30am to 10:30am or 7:00pm to 10:00pm
Location: Leon Lynch
Instructor: George Zahariadis



UPGRADE YOUR LAPTOP

In this class we will guide students toward the best possible upgrades for their laptop computers. Come to this class to see how you can upgrade key and important laptop components. Learn to

replace and upgrade laptop hard drives, memory, and CD/DVD drives. Upgrading your operating system and replacing cracked LCD screens are some of the topics and lab work that will be performed. Prepare your laptop for Windows 9 operating system.

Prerequisites: None

Tuesdays– March 24 to April 14 8:00am to 10:30am or 7:00pm to 9:30pm Location: Leon Lynch Instructor: George Zahariadis

OID TOUR YOUR

In order for a spouse of an active steelworker to take a class, the Active Local 1010 or 1011 member must have taken AND completed a class BEFORE the spouse can register. This must be done every year for the spouse to be eligible to take classes at JobLink or Leon Lynch. Only classes with a diamond (*) next to the title are classes that Retirees and spouses of active steelworkers are eligible to take. Classes without a diamond (*) are for active steelworkers only!

WHAT'S NEW IN THE IOS 8 FOR IPHONE/IPAD/IPOD

This class will break down the new features of iOS 8. Learn tips and tricks of the latest iOS and how to prepare your iOS device for the upgrade to iOS 8. If you just purchased a new iOS device and have iOS 8 already installed, this class will teach you how to best use the latest features. Come to this class and use your iOS devices to their fullest potential.

Prerequisites: None



Wednesdays- January 14 to January 21 8:00am to 10:30am or 7:00pm to 9:30pm Location: Leon Lynch Instructor: George Zahariadis





WINDOWS 10 PREVIEW/UPDATE

We expect Windows 10 to launch in PCs, laptops, tablets and phones that you can buy in April 2015. Rumors have it that you may be able to upgrade your existing Windows system for free, or if not

free, for a very reasonable price. If you skipped the Windows 8 upgrade, have a Windows 8 system, or thinking of purchasing a computer system or tablet in 2015, you should attend this class and educate yourself on the upcoming Windows 10 version. This class will show you the Windows 10 interface and new features, what you will need to upgrade and why this Windows version should be a much larger success than Windows 8. **Prerequisites: None**

Wednesday– April 1 7:30am to 10:30am or 7:00pm to 10:00pm Location: Leon Lynch Instructor: George Zahariadis





ENGL 111 ENGLISH COMPOSITION

English Composition is designed to develop students' abilities to think, organize, and express their ideas clearly and effectively in writing. This course incorporates reading, research, and critical thinking. Emphasis is placed on the various forms of expository writing such as process, description, narration, comparison, analysis, persuasion, and argumentation. A research paper is required. Numerous in-class writing activities are required in addition to extended essays written outside of class. Prerequisites: Demonstrated competency through the Accuplacer Assessment with Ivy Tech Community College

Wednesdays- February 11 to May 6 8:00am to 12:00pm or 3:30pm to 7:30pm Location: US Steel Gary Works 1221 E Ridge Road Gary, Indiana 46409 Instructor: Dr. Robert Smith

PLEASE NOTE:

You <u>CANNOT</u> register for off-site classes over the phone or online.
You <u>MUST</u> visit your Career Development Office and register.

GEO THERMAL HEAT PUMPS/HVAC 205

Students will be introduced to the old but proven method of heating and cooling using one of the most efficient methods in existence today. Welcome to the world of the Hydrologic Cycle. Students can take this class for credit or non-credit, just for their own professional development. If taken for credit, the student will get credit for HVAC 205 Heat Pumps.

Prerequisites: Burns Harbor HVAC 64-week program or Strong Knowledge of HVAC and Air Heat Pump Installation and Service. Student must be able to demonstrate proficiency in Thermo Dynamics of the Mechanical Refrigeration Systems and Electrical Troubleshooting

Thursdays- January 15 to May 7 8:00am to 12:00pm or 4:00pm to 8:00pm Location: Burns Harbor Career Development 1275 1/2 McCool Road Burns Harbor, IN 46304 Instructor: Stanley Czapla

HVAC 107 DUCT FABRICATION AND INSTALLATION

Learn to read blueprints common to the sheet metal trade, floor plans, elevations, section, detail and mechanical plans. Students are required to develop a layout of an air conditioning duct system and fittings along with the fabrication of these parts. Proper use of hand-tools and shop equipment used to fabricate duct systems and fittings is included in this 16-week course.

Prerequisites: Burns Harbor HVAC 64 week program

Mondays- January 12 to May 4
(No class January 19)
8:00am to 11:00am or 11:30am to 2:30pm or
3:30pm to 6:30pm
Location: Burns Harbor Career Development
1275 1/2 McCool Road
Burns Harbor, IN 46304
Instructor: Joe Thomas



INTRODUCTION TO PROGRAMMABLE LOGIC CONTROLLERS

Programmable logic controllers (PLCs) are increasing in use and all PLC technicians must be familiar with the fundamentals of programming, application, and troubleshooting. This class provides a solid foundation in PLC theory, installation, programming, operation, and troubleshooting. **Prerequisites: None**

Mondays- February 23 to May 11 8:00am to 12:00pm or 4:00pm to 8:00pm Location: Online Instructor: Andrew Lonce





INTERMEDIATE PROGRAMMABLE LOGIC CONTROLLERS

This course enhances the Introduction to Programmable Logic Controllers course. It provides an introduction to the basic theory, operation and programming of programmable logic controller's simulation software that emulates processes on the shop floor. It demonstrates with programming examples, set-up examples and troubleshooting as well as PLC timing, counting, arithmetic and logic and sequencers. **Prerequisites: None**

Mondays- February 23 to May 11 8:00am to 12:00pm or 4:00pm to 8:00pm Location: Online Instructor: Andrew Lonce



We go to great pains to make sure that everything in this Schedule of Classes is accurate and up to date. However, anything can happen. Please note that class times and dates are subject to change at any time. In the event of a time change, date change, or course cancellation, we will try to the best to notify you in advance.

General Information Learning Advocates



1. Online

Register online at bkjoblink.org

2. Phone-in

Call our office Mondays through Thursdays between 8:30 a.m. to 4:30 p.m. or Fridays between 8:00 a.m. to 4:00 p.m. at (219) 399-8135/8136.

3. Walk-in

Stop by our office Mondays through Thursdays between 8:30 a.m. to 4:30 p.m. or Fridays between 8:00 a.m. to 4:00 p.m.

Please Note: Classes are filled on a first-come, first-served basis. Registration begins at 8:30 a.m. Registration for off-site and T.A.P. classes can only be accepted in-person.

Mission Statement

To provide support of the education, training, and personal development of the employees of ArcelorMittal, who are represented by Local 1010 of the United Steelworkers. JobLink's programs are jointly managed by the company and the union through the Local Joint Committee, in accordance with the guiding principles of the Collective Bargaining Agreement and the policies established by the Institute for Career Development.

Office Hours

Monday through Thursday 8:30 a.m. to 4:30 p.m. Friday 8:00 a.m. to 4:00 p.m.

JobLink's Subcommittee

Steve Wagner

USW Local 1010 Representative

Marcia Taylor

JobLink Coordinator

Roger Hughes

ArcelorMittal Company Representative
Don Seifert

USW Local 1010 Training Coordinator

Restricted Classes

Out of your \$2,000 a year customized course allowance, you can only use \$1,250 per year on restricted personal development classes.

Issuance 14

Per the Institute for Career Development. An active Local 1010 member can expend up to \$3800 of program funds for combining TAP (tuition assistance) and customized courses under the following circumstances. Tuition Assistance (TAP) If seeking a degree from a school listed in the current "Accredited Institutions of Post

Secondary Education" or by private occupational/vocational schools recognized by State boards of vocational education. This will also extend to schools approved by the ICD as "An Exception to Policy Provider."

Customized classes: If courses lead to certification from a nationally accredited body. Candidates must get approval prior to registering for classes and their EXPENDITURES MAY NOT EXCEED \$3800.

Issuance 15

The ICD policy "Issuance 15" allows retirees access to tuition assistance if: That retiree has begun a career goal using TAP, has retired within the last 12 months, and if there is money available from the previous year's tuition assistance budget.

Look for the ◆

If space is available, any class with a diamond (♠) next to the title is a class that Local 1010 and 1011 spouses and retirees are eligible to take. Classes without a diamond (♠) next to it are for active steelworkers only!

Information

Mailing Address: 3210 Watling, MC 7-200, East Chicago, Indiana 46312 Physical Address: 3333 Michigan Avenue,

Fact Chiana Audiana 40343

East Chicago, Indiana 46312

Web Address: www.bkjoblink.org

General Information

(219) 399-8135 or 399-8136

Marcia Taylor, Coordinator

(219) 399-8134

Steve Wagner, USW Local 1010 Representative

(219) 398-3100 ext. 113

Roger Hughes, ArcelorMittal Company Rep. (219) 399-4699

JobLink Fax (219) 399-8137

Ken Bogucki Utilities 5 A/C

Carl Brisco #2 S.P.

Tom Christman

80" Hot Strip

Frank Falardeau 80" Hot Strip

Yolande Dennis-Sobkowicz
Training

Bob Guevara Training

Marylou Mamrila 3Cold Strip

Edgar McHaskell Retired/SOAR

Paulette Mezo 80" Hot Strip

Robert Murray #2 S.P.

Michael Nelson #4 S.P.

Everett Payne 7 Blast Furnace

Lawrence Person
Internal Logistics: Trucking

John Shultz
3 Cold Strip

Joe Somodi Sinter Plant

Genfu Tai R & D

Jerry Torres Training

John Walker #4 S.P.

eral Information Active members are eligible for classes at these sites. To find out what



If you are **Active Local 1011** there are

easy ways to register!

1. Online

Register online at ihlearningcenter.org

2. Phone-in

Call our office Mondays through Fridays between 8:30 a.m. to 5:00 p.m. at (219) 398-9363 ext. 111 or fax enrollment to (219) 354-0853.

3. Walk-in

Stop by our office Mondays through Fridays between 8:30 a.m. to 5:00 p.m.

Mission Statement

The Leon Lynch Learning Center career development program is established to prepare the Steelworker for opportunities outside the employment of the steel mill and making them a more rounded individual.

Office Hours

Monday through Friday 8:30 a.m.to 5:00 p.m.

Leon Lynch's Local **Joint Committee**

Mariano "Chief" Flores USW Local 1011 Co-Chair Roger Hughes

ArcelorMittal Company Co-Chair John Hartman, Coordinator Sharon Perkins, Local 1011 Shaun Sanchez, ArcelorMittal

Restricted Classes

Out of your \$2,000 a year customized course allowance, you can only use \$1,250 per year on restricted personal development classes.

Issuance 14

Per the Institute for Career Development. An active Local 1010 member can expend up to \$3800 of program funds for combining TAP (tuition assistance) and customized courses under the following circumstances.

Tuition Assistance (TAP) If seeking a degree from a school listed in the current "Accredited Institutions of Post Secondary Education" or by private occupational/vocational schools recognized by State boards of vocational education. This will also extend to schools approved by the ICD as "An Exception to Policy Provider."

Customized classes: If courses lead to certification from a nationally accredited body. Candidates must get approval prior to registering for classes and their expenditures may NOT EXCEED \$3800.

Issuance 15

The ICD policy "Issuance 15" allows retirees access to tuition assistance if: That retiree has begun a career goal using TAP, has retired within the last 12 months, and if there is money available from the previous year's tuition assistance budget.

Look for the ◆

If space is available, any class with a diamond (◆) next to the title is a class that Local 1011 and 1010 spouses and retirees are eligible to take. Classes without a diamond (♠) next to it are for active steelworkers only!

Information

Address: 1410 Broadway Avenue, East Chicago, Indiana 46312 Web Address: www.ihlearningcenter.org

> John Hartman, Coordinator (219) 398-9363 ext. 112 (219) 713-3356 (cell)

Macario Gallegos, Admin. Assist. (219) 398-9363 ext. 111 (219) 688-0627 (cell)

Mariano "Chief" Flores (219) 398-3150 ext. 19 Roger Hughes, ArcelorMittal Company Rep.

(219) 399-4699 Leon Lynch Fax (219) 354-0853

Please Note:

ses at these sites. To find out what classes are available check out the websites, listed below.



US Steel - Midwest Career Dev. 1919 Willowcreek Road, Portage, IN www.usscareer.com/midwest



USW/MITTAL-Burns Harbor 1275 1/2 McCool Rd, Burns Harbor, IN http://mittalcareer.org



US Steel - Gary Works 1221 E. Ridge Road, Gary, Indiana www.usscareer.com

To see catalogs from these learning centers go to www.icdlearning.org. Then click on the ICD Program Course Catalogs found in the left column.

General Information

Office Hours

Monday through Friday 7:00 am to 3:00 pm

Information

General Information (708) 392-1083 Fax (708) 392-1193

Mailing Address

13500 South Perry Avenue Riverdale, IL 60827

Riverdale's Local Joint Committee

Ken Knaga, **ArcelorMittal Company Co-Chair**Jeff La Belle, **Coordinator**

THE ICD'S NATIONAL EDUCATIONAL PARTNERS

The Institute for Career Development has partnered with the two schools listed here to offer you reduced rates for tuition.





For more information,
visit their websites at:
Abut.edu and columbiasouthern.edu

LOCAL 1010 MEMBERS CALL 219.399.8136 LOCAL 1011 MEMBERS CALL 219.398.9363 EXT. 112

Monday 1 Tuesday 2		<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>
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Friday 5		2		CLOSED	3 Good Friday
<i>Saturday</i> 6		3			4
Sunday 7		4	1	1	5
Monday 8		5 Classes Begin	2	2	6
<i>Tuesday</i> 9		6	3	3	7
Wednesday 1	0	7	4	4	8
Thursday 1:	1	8	5	5	9
Friday 12	2	9	6	6	10
Saturday 13	3	10	7	7	11
Sunday 1	4	11	8	8	12
Monday 1	5	12	9	9	13
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Sunday 2:	8	25	22	22	26
Monday 2	9	26	23	23	27
Tuesday 3		27	24	24	28
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Tuesday				31	

2015 Winter Planner



3210 Watling Street, MC 7-200 East Chicago, IN 46312 PRESORT STD U.S. POSTAGE PAID GARY, IN PERMIT #104

