

Computer Courses

Intro to Personal Computers for Windows 7 - 2 hrs - FREE
Step 1: *Basic keyboard, mouse, Windows, Microsoft Office, & Internet.*
Mon., Sept. 18th, 6 - 8 pm Rm B128

Intro to PC Step 2 - 2 wks/8 hrs - Fee: \$99
Build skills from Step 1. Manual included for in-depth look at Windows, Microsoft Office Suite, Internet, storage, search, print, and how to manage your computer.
Mon & Wed Sept. 25, 27, Oct 2, 4 6 - 8 pm Rm B128

Keyboarding - 10 hrs - Fee: \$150
Simple instruction for correct hand/finger positions & keypad exercises suitable for beginners. Basic computer skills and word processing included.
Available Upon Request - Call us to Schedule

Microsoft Office Word Basic - 2 wks/8 hrs - Fee: \$99 - Manual Included
Create, edit, format, save, tabs, page layout, graphics, spell check, print & export
Tues & Thur., Oct., 10, 12, 17, 19 6 - 8 pm Rm B118

Intermediate Microsoft Word - 2 wks/8 hrs - Fee: \$99 - Manual Included
Use styles, outlines, table, shapes, columns, track editing, share, & mail merge.
Tues & Thur., Oct 24, 26, 31, Nov. 2 6 - 8 pm Rm B118

Microsoft Office Excel Basic - 2 wks/8 hrs - Fee: \$99 - Manual Included
Enter & edit data, modify & format sheets, functions, charts, graphics & print.
Mon & Tues., Nov 6, 7, 13, 14 6 - 8 pm Rm B209

Intermediate Microsoft Excel - 2 wks/8 hrs - Fee: \$99 - Manual Included
Multiple sheets, formatting, outline, name ranges, auditing, sort & filter.
Mon & Tues. Nov 27, 28, Dec 4, 5 6-8 pm Rm B209

Microsoft Office PowerPoint Basics - 8 hrs Fee: \$99 - Manual Included
Creating presentations, edit slide, shapes, graphics, tables, charts, proof & print.
Mon & Wed Oct 2, 4, 9, 11 6 - 8 pm Rm A203

Google Basics - 5 weeks/10 hours - Fee: \$75.00
Google's G Suite will prepare you with a fundamental skillset for working in the cloud. Explore the features and learn the benefits of using drive, docs, forms and sheets. Taught by a certified Google trainer, see how the G Suite can efficiently transform how you operate.
Prerequisite: Familiarity with personal computers and basic computing skills.
Thurs: Oct 12, 19, 26th, Nov 2, 9 7 - 9pm RmB128

Apple Products

Macintosh Basics/Advanced - Have questions about using a Macintosh?
Have a chance to meet with a Mac Professional with over 20 years' experience in a professional setting. Personalized assistance using your Macintosh computer, printer, scanner, etc.
Contact us for tutoring to meet your needs and schedule. - Fee: \$30/hour
Personalized tutoring for iOS -iPhone, iPad, iCloud, iTunes, etc. Classes will be formed according to your needs and questions. Contact us for tutoring to meet your needs.

iCan! Learn Your Apple Device - 6 wks/12 hours - Fee: \$125
Tuesdays Oct. 3, 10, 17, 24, 31, Nov 7 6 - 8pm Rm B128
Bring YOUR Apple device. Learn to use the features of your Apple products and be able to say iCan! Learn the basic FUNdamentals and built in features, built-in apps and best practices. Customize settings and set-up your device.

Customized & On-Demand Classes

WHAT IF A CLASS SCHEDULE OR CONTENT DOESN'T QUITE FIT YOUR NEEDS?

That's simple. Let's work out a class schedule and content that work for you. Microsoft Office Access, Outlook & Publisher as well as advanced training for Office products for 2010 or 2013 are available upon request.

To Register, Call: 419-427-5422 or 419-425-8214
or eMail: phamlin@fcs.org

MILLSTREAM ADULT EDUCATION • 1150 BROAD AVENUE • FINDLAY, OH 45840 • REGISTER TODAY CALL 419-427-5422 • DISCOUNTS FOR STUDENTS 60 AND OLDER

Essential Oils For Healthy Living

Essentials Oils for Healthy Living - 12 hrs/6 weeks

Looking for a more natural alternative to the products we normally use for health and wellness? Wondering what all the hype is about essential oils? Come and learn how we can support our health naturally using what our beautiful earth provides. Every session will have an information component to learn a "make and take" component. You will take a full-sized item home each class to start using right away.

Session 1 -Basics of Essential Oils for New Users; Essential Oils for Family Wellness; Eliminating Toxic Load for a Cleaner Body and Home

Thurs. Sept 14, 21, 28, Oct 5, 12, 19 6:30 - 8:30pm Fee: \$40.00
Rm A111

Session 2 - Managing Emotions and Balancing Hormones; Relief of Pain and Discomfort; Essential Oils for Healthy nails, Skin, Hair and Weight Management.

Thurs. Oct. 26, Nov. 2, 9, 16, 30, Dec. 7 6:30 - 8:30pm Fee: \$40.00
Rm A111

Limit 12 per session

One time cost of \$25.00 will be paid to the instructor on the first night to cover supplies

HVAC/PLUMBING

PLUMBING 101 6 weeks/14 hrs \$199./00/supplies included

This course will cover basic residential plumbing. The student will learn general plumbing information including water lines, sewers & drains, sinks, faucets & toilets, water heaters and sump pumps. This will be a partially hands-on class. You will leave this class with the ability to do some minor plumbing repairs on your own or just feel comfortable hiring a plumber to make repairs for you.

Every other Tuesday Sept. 19th, Oct. 3, Oct 17, Oct. 31, Nov 14, Nov 28, Dec 12th 5:30 - 7:30pm Rm B125



ABCs of Investing

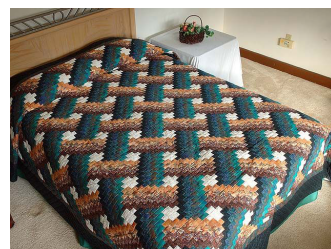
ABCs of Investing - 4 wks/6 hrs - Fee: \$25 (Includes a binder on Investing)
Understanding how to invest has become a necessity. This ABC's of Investing class will cover: having a financial plan, investing fundamentals, loan investments, own investments, mutual funds, tax advantages, risk management, & retirement planning.
Thurs. Oct. 5, 12, 19, 26 6pm - 7:30 pm Rm A109

Arts & Crafts

Quilting- 5 weeks/10 hrs.-Fee \$75

Weaver Fever
Multiple fabrics will be sewn in strips and cut into blocks to give the woven effect. Participants must have working knowledge of a sewing machine.

Tuesdays: Sept. 12, 19, 26, Oct. 3, 10 6:30-8:30pm Rm A108



Pottery

Pottery - Beginner Level - 5 wks/10 hrs - Fee: \$110/Sr \$95 + \$12.00 one time tool fee - Limit 8

Have FUN learning to create various sized bowls and cups on the potter's wheel! Also learn to glaze pottery for functionality and safe home use. This class is for anyone with some or no pottery experience who would like to learn to throw on the potter's wheel. All supplies and firing included.

Wednesdays: Sept. 13, 20, 27, Oct. 4, 11 6:00 - 8:00pm FHS Rm 10

Pottery - Mixed Level - 5 wks/10 hrs - Fee: \$110/Sr \$95 + 12.00 one time tool fee - Limit 8

Would you like to take your throwing skills to the next level and create professional pots on the potter's wheel? This is the class for you! Develop solid throwing skills that will help you achieve bigger, wider and taller vessels, or well though-out vessels such as a teapot set. Must have previous throwing experience.

Wednesdays: Oct. 18, 25, Nov. 1, 8, 15 6:00 - 8:00pm FHS Rm 10

*Note that the last class may be adjusted for drying/firing time.

Scrappy Stitchers

The Scrappy Stitchers Quilting Club - Fee: \$5 per session

The Scrappy Stitchers is a group of women and men with various sewing skill levels that come together and meet at Millstream the 2nd Saturday of each month (9 am - 5 pm) to share their love of quilting. Bring your own current project and supplies. Ironing boards and irons are supplied. Please contact Theresa Thomas at 419-722-6395 or at ttreads@aol.com if you are interested in joining this group. See our projects at: <http://scrappystitchers.blogspot.com>

Saturdays - Sept 30, Oct 14, Nov. 11th, Dec. 9th, Jan. 13th 9 am - 5 pm Room A105

Fun with Flowers

Come in to learn techniques for various floral arrangements from a professional designer, Tammy Jordan. Supply lists will be provided with enrollment.

Mon - Sept 25th 6:00 - 8:00pm - Fun with Fresh Flowers \$20.00

Learn different techniques and bring your own assortment of fresh cuts, twigs, and different elements. Bring any type of vase or container of your choice.
Rm A109

Mon - Nov. 6th 6:00 - 8:00pm - Holiday Silk Designs \$20.00

Design at least 3 different holiday arrangements. This is a great opportunity to create that special gift for someone or to maybe brighten up your own home for the holidays! Bring your own select elements, whether it's a wreath, twigs, silk flowers/ accessories/ dry foam and or desired container and I will show you some neat ways to put it all together!
Tools, tape etc provided.
Rm A109

State Tested Nursing Assistant (STNA)

Tuition Fee: \$525 - AHA CPR Certification Included - Additional Certification Exam Fee: \$100

Get your start in a nursing career at Millstream! STNA Certification State Tested Nursing Assistants (STNAs) help care for physically ill, injured, disabled, or infirm individuals confined to hospitals, home, nursing and personal care facilities under the supervision of nursing/medical staff. STNAs may also provide skin care, take temperatures, pulse, respiration, blood pressure and help get in/out of bed to walk. May escort patients to operating and exam rooms, keep patients' rooms neat, set up equipment, store/move supplies or assist with procedures. STNAs observe and care for patients' condition and report change to nursing/or medical staff. American Heart Association (AHA) CPR Certification is included in fee. Workbook included in fee. Scrubs are required apparel for both classroom & clinicals.

Applicant Requirements: Student should complete registration form and application form. Proof of an up-to-date negative TB test is required before clinicals.

Additional Fees: The cost of the STNA Certification exam is \$100 and is not included in the class fee. (NOTE: To ensure success, the student is required to pass an in-class final test at 80% before taking the STNA Certification exam).

Session 1

60 hrs M-Th Classroom: Sept 11, 12, 14, 18, 19, 20, 21, 25, 26, 27 3:00 - 9:00 pm

Rm B207

16 hrs Clinicals: Sept 23, 24 5:45am - 2pm

Welding			
Welding I Fee: \$460	Fee:	Welding II Fee: \$460	Welding III Fee: \$460
<i>This introductory class is for adults with little or no welding experience. Training concentrates on GMAW and SMAW skill and includes: welding safety, symbols, blueprint reading, and hands-on experience using TIG, MIG, stick, heavy plate, and sheet metal. Aluminum welding is discussed. Classes do not include pipe welding. Student must provide their welding helmet, attire and safety shoes. No senior discounts apply to this course. Limit 8. 4 wks/48 hrs 5:30 - 9:30 pm</i>		<i>Intermediate welding class is for Level 1 training completers or students who have industrial experience. Learn safety, blueprint reading, welding symbols; practice thermal cutting processes; practice all common welding processes in a variety of positions; and have an opportunity to specialize in one welding process as a major focus with significant practice. Materials included in the price. No senior discounts apply to this course. Limit 8. 4 wks/48 hrs 5:30 - 9:30 pm</i>	<i>Advanced welding class is for Level 2 program completers or students with significant industrial welding experience. Students may choose to prepare for an AWS certification test or practice various welding positions needed when taking a welding test for employment. Students will get significant practice time, review blueprint reading and welding symbols. Course training prepares for: 1) Heavy plate test for GMAW in the horizontal position 2) Sheet metal test for GMAW in the overhead position, 3) Heavy 2" plate test for SMAW in ALL positions, 4) Heavy 1" plate for FCAW in ALL positions. No senior discounts apply to this course. Limit 8. 4 wks/48 hrs 5:30 - 9:30 pm</i>
Mon, Tues & Thurs Sept. 25, 26, 28, Oct. 2, 3, 5, 9, 10, 12, 16, 17, 19		Mon, Tues & Thur Oct. 23, 24, 26, 30, 31, Nov. 2, 6, 7, 9, 13, 14, 16 Rm B 121	Mon, Tues & Thurs Nov. 27, 28, 30, De. 4, 5, 7, 11, 12, 14, 18, 19, 21 Rm B121

Note: All welding students will need to provide a helmet/shield, a jacket, gloves and appropriate footwear. A supply list will be provided at registration.

Visit our webpage: www.MillstreamAdultEd.org - "Like Us" on Facebook & Join our e-mail list for up to date class offerings & schedules