

Industrial Training Database

Version II

October 1996

Prepared for the Northern Labour Market
Information Clearinghouse



Northern Labour Market Information Clearinghouse

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Industrial Training Database; Version II, October, 1996

This listing contains information on courses that have been designed and/or adapted for industrial, business or specific community clients, which may not appear in catalogues, and are not full-time, long term study programs (i.e. not One-year Certificate or two-year Diploma programs), and are available for brokering or purchase by the Clearinghouse partners.

This document has two sections.

- In the first, courses are listed in order of Sector, course Title and Institution. This section includes all of the information that we received on each of the courses listed.
- In the second section, courses are grouped by Institution and ordered by Sector. This list just includes the fields Institution, Sector and course Title and is meant to serve as a quick cross-reference

Some notes on the enclosed information:

- The "date last delivered" of 10/31/96 is used for courses that are offered on a regular basis, though they may not be delivered as regularly depending on demand.
- Courses included from non-Clearinghouse institutions are often available on partnership, rather than purchase, basis.
- Institutions outside of the Clearinghouse tended to send information on programs, rather than the individual courses included here.
- Other forms of reports can be prepared, if wanted. The database can also be made available on disc.

Institution: Fairview College **Sector:** Agriculture
Title: *AI Cattle*
Target: Farmers
Contact: 835-6617, 624-4616, 926-2573

Duration (hrs): 17.5 **Span:** **Last Delivered:** 04/30/1996
Description: Anatomy of female organs, equipment, placement of semen, head detection, when to breed, etc.

Institution: Fairview College **Sector:** Agriculture
Title: *Beef Production*
Target: Beef Producers
Contact: 835-6617, 624-4616, 926-2573

Duration (hrs): **Span:** 1-3 wk **Last Delivered:** 10/31/1996

Description: Livestock Breeding and Reproduction
 Livestock Nutrition
 Beef Cattle Management
 Beef Cattle Marketing
 Forage Production and Management
 Accounting and Livestock Production Records
 Livestock Health
 Beef Cattle Facilities

Modules vary from one to three weeks.

Institution: Fairview College **Sector:** Agriculture
Title: *Calf Disease Seminar*
Target: Farmers
Contact: 835-6617, 624-4616, 926-2573

Duration (hrs): 3 **Span:** **Last Delivered:** 02/28/1996

Description: Covers causes, symptoms and means of prevention of the most common causes of calf death in the first month of life.

Institution:	Lakeland College	Sector:	Agriculture
Title:	<i>Crop Input Training Session One</i>		
Target:	Cargill Employees		
Contact:	Jacquie Burris, 853-8623		
Duration (hrs):	16	Span:	8wk
		Last Delivered:	01/26/1996
Description:	Learn plant classification, the agriculture history of plant improvements, understanding growth and reproduction (germination, monocots & diocots), plant physiology review, crop production factors, crop pest management and agriculture evaluation in systems.		
Institution:	Lakeland College	Sector:	Agriculture
Title:	<i>Crop Input Training Session Two</i>		
Target:	Cargill Employees		
Contact:	Jacquie Burris, 853-8623		
Duration (hrs):	16	Span:	8wk
		Last Delivered:	04/19/1996
Description:	Learn basic fertility principles, labels, Canadian Fertilizers, forms act and salt index, learn soil water for crop growth, fertilizer calculations, phosphorus, potassium, sulphur and micronutrient.		
Institution:	Fairview College	Sector:	Agriculture
Title:	<i>Greenspace Series</i>		
Target:	Foremen and Groundskeepers		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	24	Span:	
		Last Delivered:	10/31/1996
Description:	<p>The Greenspace Series includes the following courses:</p> <ul style="list-style-type: none"> • Plant materials • Grounds Equipment • Professional Lawn Care • Landscape Construction & Installation • Hydro Seeding for Land Reclamation <p>The Greenspace Series is a group of courses that will provide training to upgrade individuals in various aspects of grounds maintenance and development.</p>		



Institution:	Fairview College	Sector:	Agriculture
Title:	<i>Pesticide Applicator</i>		
Target:	Farmers		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	40	Span:	Last Delivered: 04/30/1996
Description:	Help students prepare to write the license exams by improving their understanding, concepts and terminology.		
Institution:	Fairview College	Sector:	Agriculture
Title:	<i>Stock Dog</i>		
Target:	Cattle and Sheep Farmers		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	20	Span:	Last Delivered: 11/30/1995
Description:	For those interested in teaching dogs to work with livestock.		
Institution:	Red Deer College	Sector:	Agriculture
Title:	<i>Water Well Drilling & Ground-Water Development</i>		
Target:	Water Well Industry		
Contact:	LaRon Tolley, 342-3464		
Duration (hrs):	32	Span: 1 w	Last Delivered: 10/31/1996
Description:			
Institution:	Lakeland College	Sector:	Agriculture
Title:	<i>Weed Identification</i>		
Target:	ZENECA Employees & Distributors		
Contact:	Jacquie Burris, 853-8623		
Duration (hrs):	14	Span:	Last Delivered: 03/23/1996
Description:	This course will consist of: Weed Identification, Characteristics of Weeds, Classification of Weeds, Plant Staging, Tiller Identification and Identifying Weeds. It will also look at herbicides and its safety and identification of herbicide damage causing crop damage.		

Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Basic Bookkeeping, Level I</i>		
Target:	General		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	20	Span:	Last Delivered: 01/31/1996
Description:	Basic Bookkeeping techniques for effective financial control.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Basic Bookkeeping, Level II</i>		
Target:	General		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	20	Span:	Last Delivered: 01/31/1996
Description:	Bookkeeping for merchandising, cash, payroll and partnership.		
Institution:	Fairview College	Sector:	Business
Title:	<i>Bookkeeping</i>		
Target:	General Business		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	The study and practice of recording transactions in a double entry bookkeeping system so that students will be able to perform basic bookkeeping duties in a small business office.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Coaching for Commitment</i>		
Target:	Business & Industry		
Contact:	Sharon Mechanuk, 539-2975		
Duration (hrs):	8	Span:	Last Delivered: 10/31/1996
1. Description:	Relationship between coaching and employee performance, process model for coaching, concepts & skills for coaching.		

Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Communication Skills for the Workplace</i>		
Target:	General		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	7	Span:	Last Delivered: 01/31/1996
Description:	Awareness of communication and one's role in it. Development of personal strategies for effective communication in the workplace.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Customer Service Level I</i>		
Target:	Service Industry		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	7	Span:	Last Delivered: 01/31/1996
Description:	How to keep customers happy. How to communicate in a positive, friendly, ready-to-help attitude to customers.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Dealing With Difficult People</i>		
Target:	Service Industry		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	7	Span:	Last Delivered: 01/31/1996
Description:	Understanding motivation of difficult people, making disagreeable behavior agreeable, preparing and predicting difficult encounters.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Effective Leadership (Management & Leadership)</i>		
Target:	Business & Industry		
Contact:	Sharon Mechanuk, 539-2975		
Duration (hrs):	8	Span:	Last Delivered: 10/31/1996
Description:	Changing expectations of managers, 8 practices of superior managers, 5 behavioural practices.		

Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Enhancing Performance</i>		
Target:	Business & Industry		
Contact:	Sharon Mechanuk, 539-2975		
Duration (hrs):	24	Span:	Last Delivered: 10/31/1996
Description:	Selecting right staff, making meetings productive, managing employees performance, managing workplace pressures.		
Institution:	Mount Royal College	Sector:	Business
Title:	<i>Forum for International Trade Training (FITT skills)</i>		
Target:	Business & Industry		
Contact:	(403)240-6861		
Duration (hrs):	45	Span:	Last Delivered: 10/31/1996
Description:	The FITT skills certificate program is a national program for individuals wishing to expand their business globally.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>How to Conduct Effective Meetings</i>		
Target:	General		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	7	Span:	Last Delivered: 01/31/1996
Description:	Learn to plan, organize and facilitate effective meetings.		
Institution:	Fairview College	Sector:	Business
Title:	<i>Intergrated Budgeting Skills</i>		
Target:	Turfgrass Managers/Golf Course Superintendent		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	24	Span:	Last Delivered: 10/31/1996
Description:	This intensive program has been designed to provide Turfgrass managers with the essential knowledge, skills and terminology to manage their day-to-day budgetary and financial responsibilities with competence and efficiency. In addition to technical information, participants will practice their refined skills using computer-assisted case studies.		

Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Interpersonal & Group Leadership</i>		
Target:	Business & Industry		
Contact:	Sharon Mechanuk, 539-2975		
Duration (hrs):	24	Span:	Last Delivered: 10/31/1996
Description:	Critical skill & listening, giving & receiving feedback, motivating employees, people smart, decision making, problem solving, resolving conflicts.		
Institution:	Keyano College	Sector:	Business
Title:	<i>Management Development Workshop</i>		
Target:	Business and Industry		
Contact:	Anne Marie Szucs, 1-800-340-4592		
Duration (hrs):		Span:	Last Delivered: 01/31/1996
Description:	Offer both introductory and development workshops for managers. eg The New Manager, Women in Management, Problem Solving, Planning, Coaching & Communicating, Teambuilding, etc. The duration of the program depends on the needs of the clients.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Organizational Behavior</i>		
Target:	Oil & Gas, Forestry, Industry		
Contact:	Dan Kirkham, 539-2975		
Duration (hrs):	39	Span:	Last Delivered: 04/30/1996
Description:	The organizational environment, the organiational structure and the behaviour of groups and individuals within the organization.		
Institution:	Keyano College	Sector:	Business
Title:	<i>Professional Development Workshops</i>		
Target:	Business and Industry		
Contact:	Anne Marie Szucs, 1-800-340-4592		
Duration (hrs):		Span:	Last Delivered: 03/31/1996
Description:	Offer Seminars of interest for all levels of employees. eg Customer Service, Effective Presentations, Improving Interpersonal Skills, Put It In Writing, Critical Thinking, Developing Surveys & Questionnaires, Hiring & Interviewing, Budgeting. The duration of the course depends on the needs of the clients.		

Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Resolving Conflicts at Work</i>		
Target:	General		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	6	Span:	Last Delivered: 01/31/1996
Description:	Six easily learned techniques for smoothing office conflicts and dealing with hostile or uncooperative workers.		
Institution:	Fairview College	Sector:	Business
Title:	<i>Simply Accounting (Bedford)</i>		
Target:	Small Business		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	21	Span:	Last Delivered: 09/30/1995
Description:	Covers general ledgers, receivables, payables, payroll and systems modules.		
Institution:	Mount Royal College	Sector:	Business
Title:	<i>Small Business Training Centre</i>		
Target:	Entrepreneurs		
Contact:	(403)240-5525		
Duration (hrs):	Vary	Span:	Last Delivered: 10/31/1996
Description:	Includes courses in the following: <ul style="list-style-type: none"> • Start-up and Planning • Small Business Venture • Operations • Marketing • Sales and Service 		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Stress Management</i>		
Target:	General		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	7	Span:	Last Delivered: 01/31/1996
Description:	Strategies for coping with overstress and avoicing burnout.		



Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Stress Management for Support Staff</i>		
Target:	General		
Contact:	Sharon Mechanuk, 539-2975		
Duration (hrs):	6	Span:	Last Delivered: 10/31/1996
Description:	Set priorities, handle time squeeze without pain, deal with grumpy people, proven stress relievers.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Team Building</i>		
Target:	Business & Industry		
Contact:	Sharon Mechanuk, 539-2975		
Duration (hrs):	8	Span:	Last Delivered: 10/31/1996
Description:	Types, benefits, role of the managerial linker, team problems, characteristics of team leaders.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Team Building</i>		
Target:	Business & Industry		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	7	Span:	Last Delivered: 01/31/1996
Description:	Building teams that consistently exceed normal performance standards and maintain high levels of performance expectations.		
Institution:	Keyano College	Sector:	Business
Title:	<i>The Seven Habits of Highly Effective People</i>		
Target:	Suncor Inc Oilsands		
Contact:	Anne Marie Szucs, 1-800-340-4592		
Duration (hrs):	24	Span:	Last Delivered: 04/30/1996
Description:	Keyano College has two certified 7 Habits facilitators on staff. At this time the College is restricted to offering this workshop internally for Suncor only.		



Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Time Management</i>		
Target:	General		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	7	Span:	Last Delivered: 01/31/1996
Description:	Myths about time management, analysing your time, planning time use, taking control, evaluating your distribution of time.		
Institution:	Grande Prairie Regional College	Sector:	Business
Title:	<i>Train the Trainer</i>		
Target:	Business & Industry		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	28	Span:	Last Delivered: 01/31/1996
Description:	Develop skills and confidence in planning, preparing and delivering training programs.		
Institution:	Fairview College	Sector:	Business
Title:	<i>Workplace Leadership Series</i>		
Target:	Managers		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):		Span:	Last Delivered: 10/31/1996
Description:	Leadership Skills Courses Management Skills Courses Communication Skills Courses		
	This series is designed as a home study course to help middle managers acquire knowledge and develop practical skills in supervisory management.		
Institution:	Grande Prairie Regional College	Sector:	Business/Communications
Title:	<i>Assertiveness Skills</i>		
Target:	General		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	7	Span:	Last Delivered: 10/31/1996
Description:	Assertive, passive, aggressive behavior conflict management.		



Institution:	Grande Prairie Regional College	Sector:	Business/Communications
Title:	<i>Written Communication Skills</i>		
Target:	Oil & Gas, Forestry, Industry		
Contact:	Nora Gerzanich, 539-2975		
Duration (hrs):	14	Span:	Last Delivered: 04/30/1996
Description:	Know and understand the principles of written communication, writing letters/memos/minutes, etc. Recognized by Safety Codes council.		



Institution: Lakeland College	Sector: Computers	
Title: <i>Access Level III</i>		
Target: Oilfield, Specific Organizations		
Contact: Mary Petersen, 871-5716		
Duration (hrs): 3.5	Span:	Last Delivered: 10/29/1995
Description: Advanced level of Access 2.0.		
Last delivered to Guardian Oilfield on October 29, 1995.		
Institution: Fairview College	Sector: Computers	
Title: <i>Advanced Database</i>		
Target: Small Business		
Contact: 835-6617, 624-4616, 926-2573		
Duration (hrs): 30	Span:	Last Delivered: 10/31/1996
Description: Develop competence in utilization of relational database structure.		
Institution: Fairview College	Sector: Computers	
Title: <i>Advanced Spreadsheet</i>		
Target: Small Business		
Contact: 835-6617, 624-4616, 926-2573		
Duration (hrs): 30	Span:	Last Delivered: 10/31/1996
Description: Develop a higher level of competence in utilization of integrated spreadsheet software planning and uses as applied to business.		
Institution: Fairview College	Sector: Computers	
Title: <i>Advanced Word Processing</i>		
Target: Small Business		
Contact: 835-6617, 624-4616, 926-2573		
Duration (hrs): 30	Span:	Last Delivered: 10/31/1996
Description: Students will develop competence in word processing to an advanced level of skill.		



Institution: AVC - Lesser Slave Lake	Sector: Computers
Title: <i>AutoCAD for Surveyors</i>	
Target: Surveyors	
Contact: Brian Panasiuk, 751-3311	
Duration (hrs):	Span: 3 wks Last Delivered: 09/96
Description:	
Institution: Fairview College	Sector: Computers
Title: <i>Business Computer Foundations</i>	
Target: Small Business Owners & Employees	
Contact: 835-6617, 624-4616, 926-2573	
Duration (hrs): 148	Span: Last Delivered: 10/31/1996
Description: Introduction to Computers, Windows, Keyboarding Skills, Word Processing and Spreadsheets.	
Institution: Fairview College	Sector: Computers
Title: <i>Business Computer Upgrading</i>	
Target: Graduates of Office or Business Administration	
Contact: 835-6617, 624-4616, 926-2573	
Duration (hrs): 150	Span: Last Delivered: 10/31/1996
Description: Windows, Databases, Advanced Word Processing, Spreadsheets, Business Communications	
Institution: Keyano College	Sector: Computers
Title: <i>Computer Applications Training</i>	
Target: Business and Industry	
Contact: Anne Marie Szucs, 1-800-340-4592	
Duration (hrs): 8 -16	Span: Last Delivered: 03/31/1996
Description: Offer a variety of computer training workshos, eg Computer Basics, Windows, Word, Word Perfect, Excel, Lotus, Power Point, Project Access, Microstation PC and Programming.	

Institution:	Grande Prairie Regional College	Sector:	Computers
Title:	<i>Computer Training</i>		
Target:	General		
Contact:	Angela Scriba, 539-2975		
Duration (hrs):	Span:	Last Delivered:	10/31/1996
Description:	Software applications in Word Processing, Spreadsheet, Database, Graphics/Design, Accounting, Networking.		
Institution:	Fairview College	Sector:	Computers
Title:	<i>Computerized Accounting</i>		
Target:	Small Business		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	45	Span:	Last Delivered: 10/31/1996
Description:	Learn basic computer skills to a standard accounting package. Includes: general ledger, financial statements.		
Institution:	Fairview College	Sector:	Computers
Title:	<i>Computerized Accounting Skills</i>		
Target:	Business		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	210	Span:	Last Delivered: 10/31/1996
Description:	Office Accounting, Introduction to Computers, Spreadsheets and Computerized Accounting.		
Institution:	Lakeland College	Sector:	Computers
Title:	<i>DOS</i>		
Target:	Health, Specific Organizations		
Contact:	Mary Petersen, 871-5716		
Duration (hrs):	6	Span:	Last Delivered: 09/16/1995
Description:	Introduction to DOS. Last delivered to Twin Rivers Health Care.		



Institution:	Fairview College	Sector:	Computers
Title:	<i>DOS Commands</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	21	Span:	Last Delivered: 12/31/1994
Description:	Introduces students to the disk operating system in detail. How to utilize the disk system, recover lost information and hard disk operations are covered.		
Institution:	Fairview College	Sector:	Computers
Title:	<i>Data Communication</i>		
Target:	Computer Management		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	18	Span:	Last Delivered: 10/31/1996
Description:	Covers data communications and networking on a P.C.		
Institution:	Fairview College	Sector:	Computers
Title:	<i>Database</i>		
Target:	Small Business		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	39	Span:	Last Delivered: 10/31/1996
Description:	Intermediate level intended to develop confidence in using selected data base management packages.		
Institution:	Lakeland College	Sector:	Computers
Title:	<i>Excel 5.0 Level I</i>		
Target:	Government, Health, Oilfield, Specific Organ.		
Contact:	Fran Moffat, 632-6491, Mary Peterson 871-5716		
Duration (hrs):	6	Span:	Last Delivered: 04/17/1996
Description:	Introduction to Excel 5.0 software. Recently offered to: <ul style="list-style-type: none"> • Alberta Environment Center - Feb 9 & 15/96 • Viking Extendicare - April 17, 1996 • Town of Vermilion - October 28, 1995 • BMW Monach & Pump - March 22 & 23, 1996 		

Institution:	Lakeland College	Sector:	Computers
Title:	<i>Excel 5.0 Level II</i>		
Target:	Government, Specific Organizations		
Contact:	Fran Moffat, 632-6491		
Duration (hrs):	6	Span:	Last Delivered: 03/15/1996
Description:	Intermediate level last offered to Alberta Environment Center.		
Institution:	Lakeland College	Sector:	Computers
Title:	<i>Excel 5.0 Level III</i>		
Target:	Government, Specific Organizations		
Contact:	Fran Moffat, 632-6491		
Duration (hrs):	6	Span:	Last Delivered: 03/29/1996
Description:	Advanced level last delivered to Alberta Environment Center.		
Institution:	Keyano College	Sector:	Computers
Title:	<i>Internet Training</i>		
Target:	Business and Industry		
Contact:	Anne Marie Szucs, 1-800-340-4592		
Duration (hrs):	3	Span:	Last Delivered: 03/31/1996
Description:	Offer several levels of Internet Training: Navigating the Internet I, Spiders, Webs & Robots Navigating the Internet II, Gophers, Veronica, Archie, Finger, VFTP. Each session is three hours in length.		
Institution:	Fairview College	Sector:	Computers
Title:	<i>Introduction to Computers</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	30	Span:	Last Delivered: 03/31/1996
Description:	Introduction to Microsoft Works, basic concepts.		
Institution:	AVC - Lesser Slave Lake	Sector:	Computers
Title:	<i>Introduction to Global Positioning Systems</i>		
Target:	Forestry		
Contact:	Brian Panasiuk, 751-3311		
Duration (hrs):	24	Span:	Last Delivered: 10/31/96
Description:			



Institution: Lakeland College	Sector: Computers
Title: <i>Introduction to Microcomputers</i>	
Target: Banking, Specific Organizations	
Contact: Mary Petersen, 871-5716	
Duration (hrs): 6	Span: Last Delivered: 10/18/1995
Description: Introduction to computers has been delivered to Banking institutions. <ul style="list-style-type: none">• Royal Bank - September 19, 1995• Royal Bank - October 17 & 18, 1995	
Institution: Fairview College	Sector: Computers
Title: <i>Keyboarding</i>	
Target: General	
Contact: 835-6617, 624-4616, 926-2573	
Duration (hrs): 18	Span: Last Delivered: 10/31/1996
Description: Learn the basic keyboard techniques to help increase your typing speed.	
Institution: Lakeland College	Sector: Computers
Title: <i>Lotus 123 Level I</i>	
Target: Military, Specific Organizations	
Contact: Mary Petersen, 871-5716	
Duration (hrs): 6	Span: Last Delivered: 07/04/1995
Description: This is an introduction to Lotus program. Was last delivered to Wainwright Department of National Defense.	
Institution: Lakeland College	Sector: Computers
Title: <i>Microsoft Access Level I</i>	
Target: Oilfield, Government, Specific Organizations	
Contact: Fran Moffat 632-6491, Mary Petersen 871-5716	
Duration (hrs): 6	Span: Last Delivered: 02/15/1996
Description: Introduction to Access 2.0 software. Course recently offered to: <ul style="list-style-type: none">• Alberta Environment Centre - February 9 & 15, 1996• Wascana Energy - October 28, 1995	



Institution:	Lakeland College	Sector:	Computers
Title:	<i>Microsoft Access Level II</i>		
Target:	Government, Specific Organizations		
Contact:	Fran Moffat, 632-6491		
Duration (hrs):	6	Span:	Last Delivered: 03/29/1996
Description:	Intermediate level last offered to Alberta Environment Center.		
Institution:	Fairview College	Sector:	Computers
Title:	<i>Microsoft Office</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	12	Span:	Last Delivered: 05/31/1996
Description:	Covers Excel, Microsoft Word, Powerpoint. Each Seminar gives you hands on practice at an introductory level.		
Institution:	Lakeland College	Sector:	Computers
Title:	<i>Microsoft Word Level I</i>		
Target:	Government, Health, Specific Organziations		
Contact:	Fran Moffat 632-6491, Mary Petersen 871-5716		
Duration (hrs):	6	Span:	Last Delivered: 04/30/1996
Description:	Introduction to Microsoft Work 6.0 software. Course recently offered to: <ul style="list-style-type: none"> • Alberta Environment Center - February 24 & March 15, 1996 • Viking Entendicare - April 30, 1996 		
Institution:	Lakeland College	Sector:	Computers
Title:	<i>Power Point 4.0 Level I</i>		
Target:	Government, Specific Organizations		
Contact:	Fran Moffat, 632-6491		
Duration (hrs):	6	Span:	Last Delivered: 02/28/1996
Description:	Introduction to Power Point 4.0 software. Last offered to Alberta Environment Center.		



Institution:	Lakeland College	Sector:	Computers
Title:	<i>Quatro Pro Level I</i>		
Target:	Military, Specific Organizations		
Contact:	Mary Petersen, 871-5716		
Duration (hrs):	18	Span:	Last Delivered: 03/08/1996
Description:	Introduction to Quatro Pro. Last delivered to Department of National Defense on March 8, 1996		
Institution:	Fairview College	Sector:	Computers
Title:	<i>Software/Hardware Evaluation</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	12	Span:	Last Delivered: 10/31/1996
Description:	Experience various kinds of hardware and software.		
Institution:	Fairview College	Sector:	Computers
Title:	<i>Spreadsheets</i>		
Target:	Small Business		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Develop competence in planning and using spreadsheets for a variety of business functions.		
Institution:	Fairview College	Sector:	Computers
Title:	<i>Windows</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	21	Span:	Last Delivered: 12/31/1995
Description:	A more in-depth look at Microsoft Works. Deals with spreadsheets, database, and work processing.		



Institution:	Lakeland College	Sector:	Computers
Title:	<i>Windows 3.1 Level I</i>		
Target:	Banking, Health, Military, Specific Organiz.		
Contact:	Fran Moffat 632-6491, Mary Petersen 871-5716		
Duration (hrs):	6	Span:	Last Delivered: 04/10/1996
Description:	Introduction to Windows 3.1 last delivered to following: <ul style="list-style-type: none">• Viking Extendicare - April 10, 1996• Department of National Defence - March 31, 1996• Wainwright Credit Union - March 2 & 9, 1996		
Institution:	Lakeland College	Sector:	Computers
Title:	<i>Word Perfect 6.1 Level I</i>		
Target:	Scotia Bank, Specific Organizations		
Contact:	Mary Petersen, 871-5716		
Duration (hrs):	6	Span:	Last Delivered: 10/21/1995
Description:	Introduction to Word Perfect. Shorter course than other course offered in Word Perfect 6.1.		
Institution:	Lakeland College	Sector:	Computers
Title:	<i>Word Perfect 6.1 Level I</i>		
Target:	Viking Community/Town of Vegreville		
Contact:	Fran Moffat, 632-6491		
Duration (hrs):	15	Span:	Last Delivered: 12/15/1995
Description:	Introduction to Word Perfect 6.1 software.		

Institution:	Keyano College	Sector:	Driver Training
Title:	<i>Air Brake "Q" Endorsement</i>		
Target:	Industry, Small Business and Public		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	20	Span:	Last Delivered: 04/01/1996
Description:	Mandatory for professional drivers of air brake vehicles.		
Institution:	AVC - Lesser Slave Lake	Sector:	Driver Training
Title:	<i>Air Brakes</i>		
Target:	Truck Drivers		
Contact:	Ron Anderson, 523-6690		
Duration (hrs):	16	Span:	Last Delivered: 05/31/1996
Description:	This course will consist of basic air brake theory, system operation and routine maintenance procedures as required by Alberta Transportation Safety Branch.		
Institution:	Fairview College	Sector:	Driver Training
Title:	<i>Airbrakes</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	14	Span:	Last Delivered: 05/31/1996
Description:	Designed for persons already using this type of vehicle and wishing to obtain their class 1 license.		
Institution:	AVC - Lesser Slave Lake	Sector:	Driver Training
Title:	<i>General Oilfield Driver Improvement</i>		
Target:	Contractors		
Contact:	Etienne Johnson, 324-3737		
Duration (hrs):	10	Span:	Last Delivered: 04/30/1996
Description:	Many companies are beginning to require their contractors to have a GODI certificate in 1996.		
Institution:	Grande Prairie Regional College	Sector:	Driver Training
Title:	<i>General Oilfield Drivers Improvement</i>		
Target:	Driver Training		
Contact:	Nora Gerzanich/539-2723		
Duration (hrs):	8	Span:	Last Delivered: 06/03/1996
Description:			

Institution:	Keyano College	Sector:	Driver Training
Title:	<i>Log Haul</i>		
Target:	Native Band		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	200	Span:	Last Delivered: 01/09/1995
Description:	Safe operation, loading and unloading procedures for log haul trucks.		
Institution:	Grande Prairie Regional College	Sector:	Driver Training
Title:	<i>Professional Driver Improvement Course</i>		
Target:	Oil/Gas/Trucking/Forestry/Agriculture/Public		
Contact:	Nora Gerzanich/539-2723		
Duration (hrs):	6	Span:	Last Delivered: 05/22/1996
Description:	This eight hour course, endorsed by the Canada Safety Council, is based on the principles and practices of defensive driving. Students may qualify for a reduction of three demerit points with a score of 80% or better on the exam. These demerits may be banked for 24 months.		
Institution:	Keyano College	Sector:	Driver Training
Title:	<i>Professional Drivers Improvement</i>		
Target:	Industry, Small Business and Public		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	8	Span:	Last Delivered: 01/04/1996
Description:	Defensive driving aimed at improving driving skills and attitudes.		
Institution:	Keyano College	Sector:	Driver Training
Title:	<i>School Bus Class II with "S" Endorsement</i>		
Target:	Bus Line with School Bus Contract		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	150	Span:	Last Delivered: 01/08/1995
Description:	Training employees of bus line to transport school children.		



Institution:	Keyano College	Sector:	Driver Training
Title:	<i>Truck Transport - Class 1</i>		
Target:	Industry (custom for shift workers)		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	200	Span:	Last Delivered: 01/02/1996
Description:	Instruction in the operation of tractor-type trucks and trailers, 65% practical, 35% classroom.		
Institution:	Keyano College	Sector:	Driver Training
Title:	<i>Truck Transport - Class II</i>		
Target:	Native Band		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	200	Span:	Last Delivered: 01/03/1996
Description:	Transport driver for bus using band busses for the training.		



Institution:	Lakeland College	Sector:	Environmental		
Title:	<i>Pesticide Applicator Certificate Tutorial</i>				
Target:	General				
Contact:	Melanie Mutter, 853-8658				
Duration (hrs):	24	Span:	3-5	Last Delivered:	05/10/1996
Description:	Various Classes: <ul style="list-style-type: none">• Industrial• Landscape• Agricultural• Forestry• Biting Fly Often delivered as a combination of certificate classes. Prepares students for the required provincial exam. Managers - Legislation, regulations, safety and general knowledge Applicators - Legislation, safety, environmental considerations, equipment, weed/insect/disease/fungus identification and control.				
Institution:	Lakeland College	Sector:	Environmental		
Title:	<i>Pesticide Dispenser (Class 1 Retail) Certificate Tutorial</i>				
Target:	Retailers				
Contact:	Melanie Mutter, 853-8658				
Duration (hrs):	24	Span:	3-4	Last Delivered:	11/10/1995
Description:	Prepares students for the provincial certificate exam that is required for the sale of pesticides from Alberta Schedules 1-4 (all).				



Institution:	Fairview College	Sector:	Forestry
Title:	<i>ATV Safety</i>		
Target:	Tree Planters/General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	8	Span:	Last Delivered: 03/31/1997
Description:	Riders will learn a pre-ride inspection, range, signals, rules and warm up exercises, and riding strategies.		
Institution:	AVC - Lesser Slave Lake	Sector:	Forestry
Title:	<i>Regeneration Survey Certificate</i>		
Target:	Forestry		
Contact:	Brian Panasiuk, 751-3311		
Duration (hrs):		Span: 2wk	Last Delivered: 04/30/1996
Description:			
Institution:	AVC - Lesser Slave Lake	Sector:	Forestry
Title:	<i>Road & CutBlock Layout</i>		
Target:	Forestry		
Contact:	Brian Panasiuk, 751-3311		
Duration (hrs):		Span: 2wk	Last Delivered: 04/30/1996
Description:			
Institution:	AVC - Lesser Slave Lake	Sector:	Forestry
Title:	<i>Scaling</i>		
Target:	Forestry		
Contact:	Brian Panasiuk, 751-3311		
Duration (hrs):		Span: 2wk	Last Delivered: 08/31/1996
Description:			



Institution:	Fairview College	Sector:	Forestry
Title:	<i>Scarifier Operation</i>		
Target:	Forestry Employees		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	16	Span:	Last Delivered: 06/30/1996
Description:	This course will provide instruction in the specifics of mechanical site preparation. Topics include: objectives of scarification, site prescriptions, site sensitivity, competitive growth and specific equipment. Safety considerations will be stressed.		
Institution:	Fairview College	Sector:	Forestry
Title:	<i>Silviculture Supervision Skills</i>		
Target:	Silviculture Workers		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	176	Span:	Last Delivered: 04/30/1996
Description:	Planting-Supervision, Stand Tending-Supervision, Scarification Supervision, Forestry Policy and Regulations, Forest Safety I, II, III, and IV.		
Institution:	Fairview College	Sector:	Forestry
Title:	<i>Silviculture Surveying Skills</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	280	Span:	Last Delivered: 04/30/1996
Description:	Forest Orienteering, Plant Identification, Forest Soils, Post Harvest Assessment, Regen Surveying, Electronic Record-keeping Systems, Forest Safety I,II,III		



Institution:	Fairview College	Sector:	Health
Title:	<i>Food Safe</i>		
Target:	Restaurants/Caterers/Grocery Stores		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	7	Span:	Last Delivered: 03/31/1996
Description:	Learn the safe food handling techniques to prevent the spread of food borne illness. There is a Level 1 and 2 to this course.		
Institution:	AVC - Lesser Slave Lake	Sector:	Health
Title:	<i>Practical Nurse Refresher</i>		
Target:	Nurses		
Contact:	Marilyn Delorme, 751-3220		
Duration (hrs):	24 wk	Span:	Last Delivered: 02/02/1993
Description:	This program provides an opportunity for Practical Nurses to refresh their skills and meet the requirements for active licensing in order to re-enter the health care field. The program offers flexible learning approaches. These include self-study, workshops, tutorial assistance and preceptored supervised practicums.		



Institution: Keyano College	Sector: Heavy Equipment
Title: <i>Basic Surveying</i>	
Target: Public Works Employees	
Contact: Adele Thomson, 799-8604	
Duration (hrs): 4	Span: Last Delivered: 01/11/1995
Description: Introduction to measurement, design and stages of road design.	
Institution: Keyano College	Sector: Heavy Equipment
Title: <i>Crawler Tractor Training</i>	
Target: HRDC Students	
Contact: Adele Thomson, 799-8604	
Duration (hrs): 160	Span: Last Delivered: 04/04/1996
Description: Bush clearing machine operation and equipment fundamentals of the crawler tractor.	
Institution: Keyano College	Sector: Heavy Equipment
Title: <i>Equipment Fundamentals</i>	
Target: Industry	
Contact: Adele Thomson, 799-8604	
Duration (hrs): 24	Span: Last Delivered: 01/07/1995
Description: Pre and post operations checks for equipment safety orientation.	
Institution: Keyano College	Sector: Heavy Equipment
Title: <i>Grader Operator Upgrading</i>	
Target: Forestry	
Contact: Adele Thomson, 799-8604	
Duration (hrs): 40	Span: Last Delivered: 01/05/1996
Description: Operator refresher for Grader Operators.	
Institution: Keyano College	Sector: Heavy Equipment
Title: <i>Loader Operation Training</i>	
Target: Forestry	
Contact: Adele Thomson, 799-8604	
Duration (hrs): 40	Span: Last Delivered: 01/05/1996
Description: Equipment fundamentals and Front End Loader Operation.	



Institution:	Keyano College	Sector:	Heavy Equipment
Title:	<i>Motor Scraper</i>		
Target:	Forestry		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	250	Span:	Last Delivered: 01/03/1996
Description:	Refresher training for Scraper operators.		
Institution:	Keyano College	Sector:	Heavy Equipment
Title:	<i>Road Building</i>		
Target:	Native Bands		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	1200	Span:	Last Delivered: 01/10/1995
Description:	Introduction to the stages of road building and the equipment involved in road construction.		
Institution:	Keyano College	Sector:	Heavy Equipment
Title:	<i>Road Widening and Culvert Installation</i>		
Target:	Native Bands		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	200	Span:	Last Delivered: 01/08/1995
Description:	Introduction to public works equipment, backhoe, grader and crawler tractor operation.		



Institution:	Keyano College	Sector:	Literacy
Title:	<i>Effective Reading in Context</i>		
Target:	Business and Industry		
Contact:	Tamara Topolnisky, 1-800-340-4592		
Duration (hrs):	12-40	Span:	Last Delivered: 01/31/1996
Description:	E.R.I.C. is an award winning, innovative reading comprehension program that gives employees skills to deal more effectively with the reading demands placed on them in their jobs. E.R.I.C. is copyrighted by Syncrude Canada Ltd.		
Institution:	Lakeland College	Sector:	Literacy
Title:	<i>Effective Reading in Context</i>		
Target:	Oil & Gas		
Contact:	Heather Rymut, 826-6116		
Duration (hrs):	28-40	Span: 2-3	Last Delivered: 03/08/1996
Description:	ERIC - A reading comprehension program for the workplace.		



Institution:	Fairview College	Sector:	Mechanical
Title:	<i>Antilock Brake</i>		
Target:	Auto Dealers		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	22	Span:	Last Delivered: 04/30/1996
Description:	Deals with trouble shooting antilock brake systems for Ford, Chev, Dodge, imports.		
Institution:	Fairview College	Sector:	Mechanical
Title:	<i>Gas Conversion/Propane</i>		
Target:	Automotive Employees		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	8	Span:	Last Delivered: 02/28/1996
Description:	Safe use and handling of the dispensing equipment as well as the safe filling procedures of cylinders and motor fuel tanks. Code requirements understanding liquefied petroleum gases and meeting the requirements of the PGAC.		
Institution:	Fairview College	Sector:	Mechanical
Title:	<i>Metal Polishing</i>		
Target:	Automotive, Bike, ATV and Boat Dealers		
Contact:	935-6617, 624-4616, 926-2573		
Duration (hrs):	16	Span:	Last Delivered: 04/30/1995
Description:	Learn to bring out the best in metal. The hows and whys of polishing to preserve these items.		
Institution:	Fairview College	Sector:	Mechanical
Title:	<i>Refrigeration/Air Conditioning</i>		
Target:	Mechanical Garages		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	8	Span:	Last Delivered: 04/30/1996
Description:	Covers environmental and proper handling requirements and proper handling requirements when working with A/C systems.		



Institution:	Fairview College	Sector:	Mechanical
Title:	<i>Vehicle Detailing</i>		
Target:	Auto Dealers/General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	10	Span:	Last Delivered: 01/31/1996
Description:	Learn basic procedures and operations regarding vehicle maintenance.		



Institution:	Petroleum Industry Training Service	Sector: Oil & Gas
Title:	<i>First Line Supervisor's Blowout Prevention</i>	
Target:	First Line Supervisors, Drilling	
Contact:	Bill Mann, 955-7770	
Duration (hrs):	32	Span: 4 d Last Delivered: 10/31/1996
Description:	Program covers all aspects of blowout prevention for First Line Supervisors. Upon successful completion of exam students will be issued a certificate valid for three years.	
Institution:	Fairview College	Sector: Oil & Gas
Title:	<i>Gas Process Operations - Level One</i>	
Target:	Industry	
Contact:	835-6617, 624-4616, 926-2573	
Duration (hrs):	120	Span: 3wk Last Delivered: 10/31/1996
Description:		
Institution:	Fairview College	Sector: Oil & Gas
Title:	<i>Oilfield Operator Fuse Replacement</i>	
Target:	Oilfield Operators	
Contact:	835-6617, 624-4616, 926-2573	
Duration (hrs):	6	Span: Last Delivered: 10/31/1996
Description:	This course is designed to provide the information and skills required to enable Oilfield Operators to safely replace fuses at remote wellhead locations.	
Institution:	Petroleum Industry Training Service	Sector: Oil & Gas
Title:	<i>Well Service Blowout Prevention</i>	
Target:	Service Rig Drillers	
Contact:	Bill Mann, 955-7770	
Duration (hrs):	32	Span: 4 d Last Delivered: 10/31/1996
Description:	The program will cover all aspects of blowout prevention for service rigs. Upon successful completion of the examination the candidate will be issued a Well Service Blowout Prevention certificate. This certificate, required by all drillers/operators on service rigs, is valid for five years. This course has been revised and shortened to 4 days.	



Institution:	AVC - Lesser Slave Lake	Sector:	Safety
Title:	<i>ATV Safety</i>		
Target:	General		
Contact:	Brian Panasiuk, 751-3311		
Duration (hrs):	10	Span:	Last Delivered: 05/31/1996
Description:			
Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>Accident Control I</i>		
Target:	Oil & Gas, Forestry, Industry		
Contact:	Dan Kirkham, 539-2975		
Duration (hrs):	39	Span:	Last Delivered: 03/31/1996
Description:	This is the theory and practice of health and safety programs in the workplace including recognition, evaluation and control of hazards.		
Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>Accident Control II</i>		
Target:	Oil & Gas, Forestry, Industry		
Contact:	Dan Kirkham, 539-2975		
Duration (hrs):	39	Span:	Last Delivered: 04/30/1996
Description:	This is an undertaking of a detailed study of many elements which make up a successful Health & Safety Program.		
Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>Air Brake Endorsement</i>		
Target:	Trucking/Oil/Gas/Forestry/Agriculture/Public		
Contact:	Nora Gerzanich/539-2723		
Duration (hrs):	16	Span:	Last Delivered: 05/11/1996
Description:	This two day course covers the complete Air Brake system set out by the Alberta Solicitor General, Motor Vehicles Division and leads to the Alberta Air Brake Endorsement. The purpose of the Alberta Air Brake Endorsement is to ensure that air brake systems on vehicles so equipped are maintained and operated in the most effective manner.		



Institution: Red Deer College	Sector: Safety	
Title: <i>Automatic Fire Sprinklers</i>		
Target: Business, Manufacturers		
Contact: LaRon Tolley, 342-3464		
Duration (hrs): 40	Span: 2 w	Last Delivered: 10/31/1996
Description: Inspection, testing and trouble-shooting for industrial fire sprinkler systems.		
Institution: Grande Prairie Regional College	Sector: Safety	
Title: <i>Basic Welding</i>		
Target: Small Business/Public		
Contact: Nora Gerzanich/539-2723		
Duration (hrs): 36	Span:	Last Delivered: 01/31/1996
Description: This 36 hour course in hands-on beginners course introducing students to gas, metal and arc welding. Safety as well as developing good welding habits will be covered. Students must bring their own coveralls and workboots.		
Institution: Fairview College	Sector: Safety	
Title: <i>Bear Aware</i>		
Target: Forestry/Oil & Gas		
Contact: 835-6617, 624-4616, 926-2573		
Duration (hrs): 8	Span:	Last Delivered: 04/30/1996
Description: This course will cover a variety of wildlife behavior, avoiding problems and various deterrents for problem wildlife. This course specifically focuses on bear safety.		
Institution: AVC - Lesser Slave Lake	Sector: Safety	
Title: <i>Bear Awareness</i>		
Target: General		
Contact: Brian Panasiuk, 751-3311		
Duration (hrs): 4	Span:	Last Delivered: 04/30/1996
Description: Topics covered include: <ul style="list-style-type: none">• Bear Habits• What to do if you encounter a bear• Misconceptions about bears.		

Institution:	Red Deer College	Sector:	Safety
Title:	<i>Building Codes Inspector</i>		
Target:	Trades - Journey Certified		
Contact:	LaRon Tolley, 342-3464		
Duration (hrs):	Span:	Last Delivered:	10/31/1996
Description:	Certification courses for all disciplines of building codes as outlined by Safety Codes Council.		
Institution:	Fairview College	Sector:	Safety
Title:	<i>CPR</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	8	Span:	Last Delivered: 10/31/1995
Description:	Learn to assist an adult, child or infant, conscious or unconscious with an obstructed airway. Also deals with a prudent heart lifestyle.		
Institution:	Lakeland College	Sector:	Safety
Title:	<i>CPR Basic Rescuer "C"</i>		
Target:	General		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	8	Span:	Last Delivered: 05/31/1996
Description:	This is a comprehensive cardiopulmonary resuscitation (CPR) course. Course content includes: <ul style="list-style-type: none"> • Artificial Respiration • Treatment for Choking • One Rescuer and Two Rescuer CPR • Adult, Child and Infance CPR Certification awarded upon successful completion of the course.		
Institution:	Fairview College	Sector:	Safety
Title:	<i>Chainsaw Safety</i>		
Target:	Forestry/Oil & Gas		
Contact:	935-6617, 624-4616, 926-2573		
Duration (hrs):	8	Span:	Last Delivered: 03/31/1996
Description:	Learn about proper safety equipment, saw maintenance, proper falling and bucking and hands-on demonstration in the field.		

Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>Confined Entry</i>		
Target:	Oil/Gas/Trucking/Forestry/Public		
Contact:	Nora Gerzanich/539-2723		
Duration (hrs):	10	Span:	Last Delivered: 05/25/1996
Description:	This one day course is designed to assist workers in recognizing the hazards of entering a confined space. A code of practice and safe work procedures will be emphasized. A practical portion of the course covers a rescue in the college's Confined Entry Tank. Successful students will receive a two-year certificate.		
Institution:	AVC - Lesser Slave Lake	Sector:	Safety
Title:	<i>Confined Space Entry</i>		
Target:	Oil & Gas, Forestry, General		
Contact:	Mike Schmur, 849-8611		
Duration (hrs):	8	Span:	Last Delivered: 05/31/1996
Description:	Confined spaces represent a potential danger to workers. These accidents could be avoided with the knowledge of dangers involved, through training in safe work practices and procedures and the correct use of equipment.		
Institution:	Lakeland College	Sector:	Safety
Title:	<i>Confined Space Entry</i>		
Target:	Industrial Workers, Supervisors, Managers		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	8	Span:	Last Delivered: 10/19/1996
Description:	Students will work in groups to plan and anticipate potential problems in confined space entry situations.		
Institution:	Lakeland College	Sector:	Safety
Title:	<i>Confined Space Entry Level I: Theory</i>		
Target:	Oil & Gas		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	8	Span:	Last Delivered: 10/31/1996
Description:	An intensive one day course for industrial workers who will be called upon to work in or around confined spaces. Combines theory with practice, providing workers with rules and rationale for safe confined space entry operations.		



Institution:	Lakeland College	Sector:	Safety
Title:	<i>Confined Space Entry Level II: Rescue in Confined Space</i>		
Target:	Oil & Gas		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	8	Span:	Last Delivered: 10/31/1996
Description:	An intensive one day course for industrial workers and supervisors who may be called upon to work in or around confined spaces and to rescue workers. Combines theory with practice, providing workers with information and rationale for safe rescues from confined spaces.		
Institution:	Medicine Hat College	Sector:	Safety
Title:	<i>Cross Connection Control</i>		
Target:	Maintenance Workers, Plumbers, Steamfitters		
Contact:	Danny Wilson, 529-3981		
Duration (hrs):	33	Span:	Last Delivered: 01/31/1996
Description:	Identify areas where potable water connections are made, so there is a potential for a connection to be a non-potable water source. Selection and test procedures for appropriate backflow devices. Certification is given upon successful completion.		
Institution:	Fairview College	Sector:	Safety
Title:	<i>Emergency First Aid</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	8	Span:	Last Delivered: 05/31/1996
Description:	Basic level of first aid training required by Alberta Occupational Health and Safety and is recognized as a First Aider I.		
Institution:	Lakeland College	Sector:	Safety
Title:	<i>Foodsafe</i>		
Target:	Food Service Employees		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	16	Span:	Last Delivered: 10/31/1994
Description:	Offered in conjunction with the Board of Health, this course meets the needs of food service outlets wishing to comply with Alberta Legislation. Learn about prevention of food borne illness, maintenance of sanitary food services and germ and pest control.		



Institution:	Fairview College	Sector:	Safety
Title:	<i>H2S Alive</i>		
Target:	Oil & Gas		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	8	Span:	Last Delivered: 04/30/1996
Description:	Prepares workers to recognize H2S hazards and to protect themselves as well as perform basic rescues during an H2S incident.		
Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>H2S Alive</i>		
Target:	Oil/Gas/Forestry		
Contact:	Nora Gerzanich/539-2723		
Duration (hrs):	8	Span:	Last Delivered: 05/06/1996
Description:	This course is designed to help individuals involved in the management, maintenance and/or operation of worksites understand possible H2S hazards. This session will include five modules: <ul style="list-style-type: none">• H2S Properties and Initial Response Strategy• Respiratory Protective Equipment• Detection of H2S• Rescue Techniques and Rescue Breathing• Review and Case Studies Successful students will receive three year certification from the Petroleum Industry Training Service.		
Institution:	Lakeland College	Sector:	Safety
Title:	<i>H2S Alive</i>		
Target:	Oil & Gas		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	8	Span:	Last Delivered: 10/31/1996
Description:	This course provides a basic knowledge of hydrogen sulphide and its hazards in the petroleum industry. Practical exercises with breathing apparatus and resuscitation equipment are conducted. Upon successful completion of the course the candidate will be issued a PITS certificate.		

Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>Occupational Health & Safety (Occupational Hygiene I)</i>		
Target:	Oil & Gas, Forestry, Industry		
Contact:	Dan Kirkham, 539-2975		
Duration (hrs):	39	Span:	Last Delivered: 03/31/1996
Description:	Topics: ergonomics, classification, epidemiology, legislation, toxicology, air sampling techniques, ventilation and instrumentation.		
Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>Occupational Hygiene II</i>		
Target:	Oil & Gas, Forestry, Industry		
Contact:	Dan Kirkham, 539-2975		
Duration (hrs):	39	Span:	Last Delivered: 03/31/1996
Description:	This course provides a more in depth understanding of health hazards encountered in industry, including chemical hazards, dust & respiratory hazards, carcinogens, physical hazards such as noise, radiation.		
Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>Oilfield Haulers</i>		
Target:	Driver Training		
Contact:	Nora Gerzanich/539-2723		
Duration (hrs):	8	Span:	Last Delivered: 06/03/1996
Description:			

Institution: Grande Prairie Regional College **Sector:** Safety
Title: *Safety Codes Officer Training*
Target: General Public
Contact: Nora Gerzanich/539-2723

Duration (hrs): 48 **Span:** **Last Delivered:** 10/31/1996

Description: Gas Safety Codes Officer Training Level I - All natural gas and propane installation except those dealing with heavy motor vehicle carburation. This course requires 14 hours pre-course study and 30 hours classroom time. Classroom time will address the following: code overview, gas codes, discipline specific regulations, responsibilities for design, installation, and maintenance, and equipment appliance approval.

Level II - Power to inspect, monitor all installations, including those dealing with heavy motor vehicle carburation. This course requires 14 hours pre-course study and 18 hours in the classroom. The course will address the following: propane and natural gas conversions, 7 specific technical components (code overview, gas codes, regulations and reference publications, equipment approval, code applications, propane conversion shops/installers.)

Duration depends on students and is provided on a continuous basis with registration.

Institution: Lakeland College **Sector:** Safety
Title: *St. John Ambulance Emergency First Aid*
Target: General
Contact: Lori Wilhelm, 871-5402

Duration (hrs): 7.5 **Span:** **Last Delivered:** 04/30/1996

Description: Course content includes artificial respiration, treatment for choking, control of bleeding, treatment and prevention of shock, treatment for fractures of the limbs, recognition and treatment of heart attack and stroke and one-rescuer CPR.



Institution:	Lakeland College	Sector:	Safety
Title:	<i>St. John Ambulance First Aid in Child Care</i>		
Target:	Parents/Day Care Workers/Teachers		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	24	Span:	Last Delivered: 02/28/1996
Description:	This course is parallel to standard First Aid and also includes child and infant CPR and child care topics. Successful candidates receive a St. John Ambulance Standard First Aid Certificate and an Alberta Council St. John Ambulance First Aid in Child Care Certificate.		
Institution:	Lakeland College	Sector:	Safety
Title:	<i>St. John Ambulance First Aid on the Farm</i>		
Target:	Rural Residents		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	5	Span:	Last Delivered: 10/31/1995
Description:	In this course you learn about farm hazards, emergency scene management, artificial respiration, choking, shock, unconsciousness, heart attack and stroke, wounds and bleeding, head and spinal injuries, eye injuries, burns and poisoning and first aid kits.		
Institution:	Lakeland College	Sector:	Safety
Title:	<i>St. John Ambulance Standard First Aid</i>		
Target:	General		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	16	Span:	Last Delivered: 10/31/1996
Description:	This course covers the principles and practices of first aid to the Standard Level. It includes compulsory modules. Successful candidates receive a St. John Ambulance Standard First Aid Certificate. CPR is included. This course is 16 hours in length in Alberta and 18 hours in Saskatchewan.		
Institution:	Fairview College	Sector:	Safety
Title:	<i>Standard First Aid</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	16	Span:	Last Delivered: 05/31/1996
Description:	Includes everything in E.F.A. and also covers fractures, head and spine, chest, burns, poisoning, medical conditions environmental injuries, wound care.		



Institution:	Fairview College	Sector:	Safety
Title:	<i>Traffic Control</i>		
Target:	Construction Companies		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	8	Span:	Last Delivered: 05/31/1996
Description:	Covers the duties of a flag person, safety concerns and practical techniques.		
Institution:	Fairview College	Sector:	Safety
Title:	<i>Transportation of Dangerous Goods</i>		
Target:	Oil Service		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	8	Span:	Last Delivered: 04/30/1996
Description:	This course is intended for all employees involved in actual handling and transporting of dangerous goods.		
Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>Transportation of Dangerous Goods</i>		
Target:	Oil/Gas/Forestry/Pulp Mills/General Public		
Contact:	Nora Gerzanich, 539-2723		
Duration (hrs):	6	Span:	Last Delivered: 05/15/1996
Description:	This is a one day course for individuals involved in the handling or transporting of dangerous goods. The course includes TDG regulations, classification documentation and response to spills. Successful students will receive three-year certification.		
Institution:	Keyano College	Sector:	Safety
Title:	<i>Transportation of Dangerous Goods</i>		
Target:	Industry, Small Business and Public		
Contact:	Adele Thomson, 799-8604		
Duration (hrs):	8	Span:	Last Delivered: 04/01/1996
Description:	Interpretation the the Act governing the transportation of dangerous goods.		

Institution:	Lakeland College	Sector:	Safety
Title:	<i>Transportation of Dangerous Goods</i>		
Target:	Transport Employees		
Contact:	Lori Wilhelm, 871-5402		
Duration (hrs):	8	Span:	Last Delivered: 04/30/1996
Description:	This course will cover federal and provincial acts and federal regulations including how to label, package, document, placard, perform emergency response and report a spill.		
Institution:	Fairview College	Sector:	Safety
Title:	<i>WHMIS</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	4	Span:	Last Delivered: 05/31/1996
Description:	Provides training in labeling systems, material safety date sheets.		
Institution:	Grande Prairie Regional College	Sector:	Safety
Title:	<i>WHMIS</i>		
Target:	Oil/Gas/Forestry/Public		
Contact:	Nora Gerzanich/539-2723		
Duration (hrs):	4	Span:	Last Delivered: 05/15/1996
Description:	Work Hazardous Materials Information System (W.H.M.I.S.) This half day generic safety course meets legislative requirements for industry personnel. Topics include labels, classification, rules and regulations.		
Institution:	Lakeland College	Sector:	Safety
Title:	<i>WHMIS</i>		
Target:	Oil & Gas, General		
Contact:	Lori Wilhelm 871-5402		
Duration (hrs):	4	Span:	Last Delivered: 04/30/1996
Description:	Teaches the Workplace Hazardous Materials Information System (WHMIS) legislation, and worker responsibility and rights. Legislation, labelling, material safety data sheets and worker education program requirements are examined. Safe storage and handling of hazardous goods within the workplace are taught.		



Institution:	Fairview College	Sector:	Safety
Title:	<i>Wilderness First Aid</i>		
Target:	Forestry Industry, Scout Leaders		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	32	Span:	Last Delivered: 10/31/1996
Description:	This course includes S.F.A., C.P.R. and wilderness first aid. It also covers many factors in delivering first aid in the wilderness.		
Institution:	AVC - Lesser Slave Lake	Sector:	Safety/Fire Fighting
Title:	<i>Initial Attack Crew Members Course</i>		
Target:	Forestry		
Contact:	Brian Panasiuk, 751-3311		
Duration (hrs):	2 wks	Span:	Last Delivered: 02/28/1996
Description:			



Institution:	Red Deer College	Sector:	Social Services & Forestry
Title:	<i>Log Home Building</i>		
Target:	Native & Metis People		
Contact:	LaRon Tolley, 342-3464		
Duration (hrs):	Span: 10w	Last Delivered:	01/31/1996
Description:	All aspects of Log Home Construction.		



Institution:	Fairview College	Sector:	Tourism
Title:	<i>Whitespace</i>		
Target:	Ski Resort Industry		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	14	Span:	Last Delivered: 12/31/1996
Description:	Introduction to Ski Area Maintenance Management Review CAN/CZA Z-98 Code. Each module in the program is 14 hours long.		



Institution:	AVC - Lesser Slave Lake	Sector:	Trades
Title:	<i>Pre-Employment - Trades</i>		
Target:	General/Bands & Settlements		
Contact:	Ron Anderson, 523-6690		
Duration (hrs):	14 wk	Span:	Last Delivered: 10/31/1996
Description:	Alberta Vocational College - Lesser Slave Lake offers several pre-employment trades programs. These programs are offered in various locations depending on student demand and enrollment. The pre-employment programs can also be requested by Bands and Settlements. Listed trades include Carpenter, Cook, Electrician and Plumber.		



Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>AC Electronics</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Use fundamental electrical quantities, laws and mathematical equations of AC electric circuits.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Advanced Electrical Code</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	60	Span:	Last Delivered: 10/31/1996
Description:	Prepare students to challenge the Master Electrician Exam.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Allen Bradley PLC 2/30-Level 2</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Review basic PLC to more advanced programming.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Allen Bradley PLC 2/30-Level I</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Introduction to Allan Bradley PLC 2/30 and basic programming.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Allen Bradley PLC5-Programming</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Introduction and using Allan Bradley 6200 Software.		



Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Analog and Digital Logic</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Ohms law, Kirchoff's Law, AC and DC power concepts, frequency & time relationship, duty cycle, capacitors, inductors, diodes		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Code for Electrical</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Update knowledge of CEC and Alberta Quarterly Bulletin.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>DC Electronics</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Use fundamental electrical quantities, laws and mathematical equations of electric circuits.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>DC Motor Drives</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	12	Span:	Last Delivered: 05/09/1995
Description:	Review of DC Motor Theory, non-electronic motor speed, semiconductor theory pertaining to DC drives.		



Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Digital Circuits</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Covers semiconductors for digital circuits, digital logic circuits and digital integrated circuits.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Electric Optics</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	12	Span:	Last Delivered: 10/31/1996
Description:	Covers basic optical principles, light sources, displays and light reactive components.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Electricity for Supervisors</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Insight into the world of electron.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Electronic Circuits</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Concentrates on how electronic circuits are used in modern electronic equipment.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Electronic Semiconductors Review</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Basic theory, diode and transistor characteristics, power supplies.		



Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Fire Alarm Systems</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/06/1994
Description:	Maintain Fire Alarm Systems.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Industrial Magnetic Controls</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 10/31/1996
Description:	Update of magnetic control circuits hands-on experience design, drafting, connections, troubleshooting and maintenance control circuits for AC and DC machines.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Instrumentation of Electricians</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	12	Span:	Last Delivered: 10/31/1996
Description:	Principles of automatic measurement and control.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Introduction Multilin 269 Plus</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	12	Span:	Last Delivered: 10/31/1996
Description:	Describe basic motor operation theory, define nameplate specifications.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Introduction to Electricity</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	15	Span:	Last Delivered: 10/31/1996
Description:	Fundamentals of electricity.		

Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Modicon 974 PLC Level I</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	24	Span:	Last Delivered: 02/29/1996
Description:	To become familiar with Modicon 984 PLC and the programming software.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Multilin 269 Plus</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	6	Span:	Last Delivered: 11/15/1995
Description:	Describe & define basic motor operations, familiarize with the operation of the Multilin 269 Plus.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Semiconductor Devices</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Fundamentals of solid state device physics. Basic operation is covered for various devices.		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Uninterruptible Power Supplies</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 10/31/1996
Description:	Purpose of application, theory of: operation, semi-conductor, inverter, static switch		
Institution:	Keyano College	Sector:	Trades - Electrical
Title:	<i>Variable Frequency Drives</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 10/31/1996
Description:	Review of induction motor theory, theory and using of VFD, inverter theory.		

Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Advanced Rigging</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	12	Span:	Last Delivered: 02/14/1996
Description:	Update skills in safety, hand signals, and general equipment maneuvering.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Alignment</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 11/23/1994
Description:	Refresher course on alignment.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Centrifugal Pumps CP-3</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 10/31/1996
Description:	Theory and terminology of pump parts, maintenance & troubleshooting.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Compressor COMGA-18</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 10/31/1996
Description:	Operate and maintain a Gardner-Denver Electra-Saver Screw Compressor		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Compressors & Air Dryers COIJZ-30</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 11/23/1995
Description:	Ingersol Rand reciprocating compressor troubleshooting for the Joy Screw Compressor & specific dryers (Zebec & Comp Air units)		



Institution: Keyano College	Sector: Trades - Millwright
Title: <i>Compressors & Air Dryers COMAI-30</i>	
Target: Oil & Gas	
Contact: Fred Atkins, 791-4882	
Duration (hrs): 30	Span: Last Delivered: 10/31/1996
Description: Generic course on compressors and air dryers used in the general air & gas industrial plant sites.	
Institution: Keyano College	Sector: Trades - Millwright
Title: <i>Gas Plant Compressors</i>	
Target: Oil & Gas	
Contact: Fred Atkins, 791-4882	
Duration (hrs): 30	Span: Last Delivered: 10/31/1996
Description: Gas Plant compressor maintenance & overhaul procedures.	
Institution: Keyano College	Sector: Trades - Millwright
Title: <i>Governors</i>	
Target: Oil & Gas	
Contact: Fred Atkins, 791-4882	
Duration (hrs): 18	Span: Last Delivered: 10/31/1996
Description: UG-8, TC-10, PG-PI Woodward Governors covered.	
Institution: Keyano College	Sector: Trades - Millwright
Title: <i>Industrial Equipment Recognition IER 45</i>	
Target: Oil & Gas	
Contact: Fred Atkins, 791-4882	
Duration (hrs): 45	Span: Last Delivered: 10/31/1996
Description: Hydraulics, Rigging, Refrigeration, Lathe Operations, Hand Tools and Measuring Tools.	
Institution: Keyano College	Sector: Trades - Millwright
Title: <i>Industrial Equipment Recognition IER 60</i>	
Target: Oil & Gas	
Contact: Fred Atkins, 791-4882	
Duration (hrs): 60	Span: Last Delivered: 10/31/1996
Description: Threads, Lubrication and Coolants, Lathe Theory, Rigging	



Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Industrial Equipment Recognition IER 90</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	90	Span:	Last Delivered: 10/31/1996
Description:	General, Threads, Lubrication and Coolants, Grinders, Drill Machines, Power Saws, Metallurgy, Rigging, Trade mathematics, etc.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Industrial Hydraulics</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 09/21/1994
Description:	Principles and terminology of hydraulic power systems as applied to industrial machinery.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Lathe & Radial Drill Press</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Review and refine their lathe and radial drill press skills.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Mechanical Print Communication MPC501</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 06/09/1995
Description:	Focuses on general drawing reading and sketching of mechanical prints.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Mechanical Seals</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 10/31/1996
Description:	Installation, operation, maintenance, and troubleshooting of mechanical seals.		



Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Metric and Print Reading</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Metric print interpretation, read and interpret prints.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Overhead Cranes & Hoists</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 06/15/1994
Description:	Designed for maintenance personnel who must inspect, maintain, and occasionally operate any hoist used on the plant site.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Pumps Centrifugal & Reciprocating</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Terminology, operation and troubleshooting, maintenance & pump supervision programs.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Rolling Element Bearings</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 10/31/1996
Description:	Inspections, troubleshooting & maintenance procedures are examined.		
Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Turbines</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Review and refine turbine skills in operation & maintenance.		



Institution:	Keyano College	Sector:	Trades - Millwright
Title:	<i>Vibration Analysis VA13</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 04/21/1995
Description:	Terminology applied to the subject of vibration industry.		



Institution:	Fairview College	Sector:	Trades - Welding
Title:	<i>B-Pressure Welding</i>		
Target:	Welders		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	90	Span:	Last Delivered: 10/31/1996
Description:	This course will cover shop practices for journeyman welders to upgrade from first class journeyman to "B" Pressure Welder level.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Basic Arc Welding</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Fundamentals of Electrical Arc Welding.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Basic Welding Symbols</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	12	Span:	Last Delivered: 10/31/1996
Description:	Current terms which are acceptable to the American Welding Society.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Blueprint Reading for Welders</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/27/1994
Description:	Blueprint welding for Journeyman Welders		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Codes C.S.A./A.S.M.E.</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	18	Span:	Last Delivered: 10/31/1996
Description:	Reviewing applicable code sections & some introduction to pressure vessels.		



Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Downhand Pipe Welding</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	60	Span:	Last Delivered: 10/31/1996
Description:	Practical training for Pipe line welding		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Flux Core Arc Welding</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Safety, equipment set-up, maintenance and troubleshooting, welding procedure, weld faults, weld quality & shop practice.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Gas Metal Arc Welding</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Provides good technical understanding of the Gas Metal Arc Welding Process. Course runs for 5 consecutive days with instruction for 6 hours per day.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Initial B Pressure</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	60	Span:	Last Delivered: 10/31/1996
Description:	Provide practical training for upgrading First Class Journeymen to Grade B Pressure certification.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Liquid Penetrant Inspection</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	20	Span:	Last Delivered: 10/31/1996
Description:	Theory and demonstration of N.D.T. technique.		



Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Magnetic Particle Inspection</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	20	Span:	Last Delivered: 10/31/1996
Description:	Theory and demonstration of N.D.T. technique.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Metallurgy & Heat Treatment for Welders & Engineers</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Designed to assist understanding metal behavior in service exposed to a variety of temp and load conditions.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Multi Skill Training</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Use of electric arc equipment for tacking and welding.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Pattern Development</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Pattern development and layout techniques.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Pre-Technical Training</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Fundamentals and practical application of the oxy-acetylene gas welding & cutting process.		



Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>T.I.G. Pressure Carbon Steel</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Prepare students to be able to challenge and qualify for certification on the GTAW process for welding carbon steel pipe.		
Institution:	Keyano College	Sector:	Trades - Welding
Title:	<i>Tutorial Welding Institute of Canada</i>		
Target:	Oil & Gas		
Contact:	Fred Atkins, 791-4882		
Duration (hrs):	72	Span:	Last Delivered: 10/31/1996
Description:	Theory instruction on CWI Modules 1-12.		
Institution:	Fairview College	Sector:	Trades - Welding
Title:	<i>Welding I</i>		
Target:	General		
Contact:	835-6617, 624-4616, 926-2573		
Duration (hrs):	30	Span:	Last Delivered: 10/31/1996
Description:	Students will be introduced to the principles of gas welding processes. It is targeted to individuals trying to upgrade or interested in developing skills to complement their work.		



Institution:	Keyano College	Sector:	Train-the-Trainer
Title:	<i>Instructional Techniques Workshops</i>		
Target:	Business and Industry		
Contact:	Anne Marie Szucs, 1-800-340-4592		
Duration (hrs):	24	Span:	Last Delivered: 03/31/1996
Description:	Three level training program for adult educators who work in a business/industrial setting. Level I - Instruction, Level II - Program Development, Level III - Program Evaluation. Also offer shorter, topic-focused sessions drawn from this program, ie Teaching Adults: The Basics.		



AVC - Lesser Slave Lake

Computers	<i>Introduction to Global Positioning Systems</i>
Computers	<i>AutoCAD for Surveyors</i>
Driver Training	<i>Air Brakes</i>
Driver Training	<i>General Oilfield Driver Improvement</i>
Forestry	<i>Regeneration Survey Certificate</i>
Forestry	<i>Road & CutBlock Layout</i>
Forestry	<i>Scaling</i>
Health	<i>Practical Nurse Refresher</i>
Safety	<i>ATV Safety</i>
Safety	<i>Confined Space Entry</i>
Safety	<i>Bear Awareness</i>
Safety/Fire Fighting	<i>Initial Attack Crew Members Course</i>
Trades	<i>Pre-Employment - Trades</i>



Fairview College

Agriculture	<i>Greenspace Series</i>
Agriculture	<i>AI Cattle</i>
Agriculture	<i>Pesticide Applicator</i>
Agriculture	<i>Stock Dog</i>
Agriculture	<i>Calf Disease Seminar</i>
Agriculture	<i>Beef Production</i>
Business	<i>Bookkeeping</i>
Business	<i>Workplace Leadership Series</i>
Business	<i>Simply Accounting (Bedford)</i>
Business	<i>Intergrated Budgeting Skills</i>
Computers	<i>Microsoft Office</i>
Computers	<i>DOS Commands</i>
Computers	<i>Business Computer Upgrading</i>
Computers	<i>Advanced Word Processing</i>
Computers	<i>Computerized Accounting Skills</i>
Computers	<i>Computerized Accounting</i>
Computers	<i>Advanced Database</i>
Computers	<i>Advanced Spreadsheet</i>
Computers	<i>Business Computer Foundations</i>



Computers	<i>Database</i>
Computers	<i>Windows</i>
Computers	<i>Introduction to Computers</i>
Computers	<i>Data Communication</i>
Computers	<i>Software/Hardware Evaluation</i>
Computers	<i>Keyboarding</i>
Computers	<i>Spreadsheets</i>
Construction	<i>Construction Trades Fundamentals</i>
Driver Training	<i>Airbrakes</i>
Forestry	<i>ATV Safety</i>
Forestry	<i>Scarifier Operation</i>
Forestry	<i>Silviculture Supervision Skills</i>
Forestry	<i>Silviculture Surveying Skills</i>
Health	<i>Food Safe</i>
Mechanical	<i>Metal Polishing</i>
Mechanical	<i>Vehicle Detailing</i>
Mechanical	<i>Antilock Brake</i>
Mechanical	<i>Refrigeration/Air Conditioning</i>
Mechanical	<i>Gas Conversion/Propane</i>
Oil & Gas	<i>Oilfield Operator Fuse Replacement</i>



Oil & Gas	<i>Gas Process Operations - Level One</i>
Safety	<i>Bear Aware</i>
Safety	<i>Emergency First Aid</i>
Safety	<i>Transportation of Dangerous Goods</i>
Safety	<i>H2S Alive</i>
Safety	<i>Wilderness First Aid</i>
Safety	<i>CPR</i>
Safety	<i>Traffic Control</i>
Safety	<i>Standard First Aid</i>
Safety	<i>WHMIS</i>
Safety	<i>Chainsaw Safety</i>
Tourism	<i>Whitespace</i>
Trades - Welding	<i>B-Pressure Welding</i>
Trades - Welding	<i>Welding I</i>



Grande Prairie Regional College

Business	<i>Dealing With Difficult People</i>
Business	<i>Basic Bookkeeping, Level I</i>
Business	<i>Resolving Conflicts at Work</i>
Business	<i>Stress Management</i>
Business	<i>Team Building</i>
Business	<i>Communication Skills for the Workplace</i>
Business	<i>Stress Management for Support Staff</i>
Business	<i>Team Building</i>
Business	<i>Organizational Behavior</i>
Business	<i>How to Conduct Effective Meetings</i>
Business	<i>Interpersonal & Group Leadership</i>
Business	<i>Train the Trainer</i>
Business	<i>Basic Bookkeeping, Level II</i>
Business	<i>Customer Service Level I</i>
Business	<i>Enhancing Performance</i>
Business	<i>Time Management</i>
Business	<i>Effective Leadership (Management & Leadership)</i>
Business	<i>Coaching for Commitment</i>
Business/Communications	<i>Written Communication Skills</i>



Business/Communications	<i>Assertiveness Skills</i>
Computers	<i>Computer Training</i>
Construction	<i>Construction Administration Certificate Program</i>
Driver Training	<i>General Oilfield Drivers Improvement</i>
Driver Training	<i>Professional Driver Improvement Course</i>
Safety	<i>Occupational Hygiene II</i>
Safety	<i>Accident Control II</i>
Safety	<i>Transportation of Dangerous Goods</i>
Safety	<i>WHMIS</i>
Safety	<i>Basic Welding</i>
Safety	<i>Accident Control I</i>
Safety	<i>Oilfield Haulers</i>
Safety	<i>Confined Entry</i>
Safety	<i>Occupational Health & Safety (Occupational Hygiene I)</i>
Safety	<i>Safety Codes Officer Training</i>
Safety	<i>Air Brake Endorsement</i>
Safety	<i>H2S Alive</i>



Keyano College

Business	<i>Professional Development Workshops</i>
Business	<i>The Seven Habits of Highly Effective People</i>
Business	<i>Management Development Workshop</i>
Computers	<i>Computer Applications Training</i>
Computers	<i>Internet Training</i>
Driver Training	<i>Professional Drivers Improvement</i>
Driver Training	<i>Log Haul</i>
Driver Training	<i>Truck Transport - Class I</i>
Driver Training	<i>Truck Transport - Class II</i>
Driver Training	<i>Air Brake "Q" Endorsement</i>
Driver Training	<i>School Bus Class II with "S" Endorsement</i>
Heavy Equipment	<i>Crawler Tractor Training</i>
Heavy Equipment	<i>Equipment Fundamentals</i>
Heavy Equipment	<i>Basic Surveying</i>
Heavy Equipment	<i>Road Building</i>
Heavy Equipment	<i>Road Widening and Culvert Installation</i>
Heavy Equipment	<i>Grader Operator Upgrading</i>
Heavy Equipment	<i>Loader Operation Training</i>
Heavy Equipment	<i>Motor Scraper</i>



Literacy	<i>Effective Reading in Context</i>
Safety	<i>Transportation of Dangerous Goods</i>
Trades - Electrical	<i>Instrumentation of Electricians</i>
Trades - Electrical	<i>Allen Bradley PLC 2/30-Level 1</i>
Trades - Electrical	<i>Electric Optics</i>
Trades - Electrical	<i>DC Electronics</i>
Trades - Electrical	<i>Code for Electrical</i>
Trades - Electrical	<i>Digital Circuits</i>
Trades - Electrical	<i>Electronic Semiconductors Review</i>
Trades - Electrical	<i>Electronic Circuits</i>
Trades - Electrical	<i>DC Motor Drives</i>
Trades - Electrical	<i>Uninterruptible Power Supplies</i>
Trades - Electrical	<i>Modicon 974 PLC Level 1</i>
Trades - Electrical	<i>Allen Bradley PLC 2/30-Level 2</i>
Trades - Electrical	<i>Advanced Electrical Code</i>
Trades - Electrical	<i>Introduction Multilin 269 Plus</i>
Trades - Electrical	<i>Fire Alarm Systems</i>
Trades - Electrical	<i>Analog and Digital Logic</i>
Trades - Electrical	<i>Industrial Magnetic Controls</i>
Trades - Electrical	<i>Introduction to Electricity</i>



Trades - Electrical	<i>Semiconductor Devices</i>
Trades - Electrical	<i>Multilin 269 Plus</i>
Trades - Electrical	<i>Variable Frequency Drives</i>
Trades - Electrical	<i>AC Electronics</i>
Trades - Electrical	<i>Allen Bradley PLC5-Programming</i>
Trades - Electrical	<i>Electricity for Supervisors</i>
Trades - Millwright	<i>Rolling Element Bearings</i>
Trades - Millwright	<i>Advanced Rigging</i>
Trades - Millwright	<i>Centrifugal Pumps CP-3</i>
Trades - Millwright	<i>Governors</i>
Trades - Millwright	<i>Industrial Equipment Recognition IER 60</i>
Trades - Millwright	<i>Turbines</i>
Trades - Millwright	<i>Compressors & Air Dryers COIJZ-30</i>
Trades - Millwright	<i>Compressor COMGA-18</i>
Trades - Millwright	<i>Industrial Equipment Recognition IER 90</i>
Trades - Millwright	<i>Lathe & Radial Drill Press</i>
Trades - Millwright	<i>Alignment</i>
Trades - Millwright	<i>Metric and Print Reading</i>
Trades - Millwright	<i>Compressors & Air Dryers COMAI-30</i>
Trades - Millwright	<i>Mechanical Seals</i>



Trades - Millwright	<i>Industrial Hydraulics</i>
Trades - Millwright	<i>Industrial Equipment Recognition IER 45</i>
Trades - Millwright	<i>Vibration Analysis VA13</i>
Trades - Millwright	<i>Pumps Centrifugal & Reciprocating</i>
Trades - Millwright	<i>Gas Plant Compressors</i>
Trades - Millwright	<i>Mechanical Print Communication MPC501</i>
Trades - Millwright	<i>Overhead Cranes & Hoists</i>
Trades - Welding	<i>T.I.G. Pressure Carbon Steel</i>
Trades - Welding	<i>Basic Welding Symbols</i>
Trades - Welding	<i>Gas Metal Arc Welding</i>
Trades - Welding	<i>Initial B Pressure</i>
Trades - Welding	<i>Basic Arc Welding</i>
Trades - Welding	<i>Downhand Pipe Welding</i>
Trades - Welding	<i>Pre-Technical Training</i>
Trades - Welding	<i>Tutorial Welding Institute of Canada</i>
Trades - Welding	<i>Blueprint Reading for Welders</i>
Trades - Welding	<i>Pattern Development</i>
Trades - Welding	<i>Metallurgy & Heat Treatment for Welders & Engineers</i>
Trades - Welding	<i>Flux Core Arc Welding</i>
Trades - Welding	<i>Liquid Penetrant Inspection</i>



Trades - Welding

Magnetic Particle Inspection

Trades - Welding

Multi Skill Training

Trades - Welding

Codes C.S.A./A.S.M.E.

Train-the-Trainer

Instructional Techniques Workshops



Lakeland College

Agriculture	<i>Crop Input Training Session One</i>
Agriculture	<i>Weed Identification</i>
Agriculture	<i>Crop Input Training Session Two</i>
Computers	<i>Excel 5.0 Level II</i>
Computers	<i>Introduction to Microcomputers</i>
Computers	<i>DOS</i>
Computers	<i>Word Perfect 6.1 Level I</i>
Computers	<i>Windows 3.1 Level I</i>
Computers	<i>Word Perfect 6.1 Level I</i>
Computers	<i>Lotus 123 Level I</i>
Computers	<i>Microsoft Access Level II</i>
Computers	<i>Quatro Pro Level I</i>
Computers	<i>Microsoft Word Level I</i>
Computers	<i>Power Point 4.0 Level I</i>
Computers	<i>Microsoft Access Level I</i>
Computers	<i>Excel 5.0 Level I</i>
Computers	<i>Access Level III</i>
Computers	<i>Excel 5.0 Level III</i>
Environmental	<i>Pesticide Dispenser (Class 1 Retail) Certificate Tutorial</i>



Environmental	<i>Pesticide Applicator Certificate Tutorial</i>
Literacy	<i>Effective Reading in Context</i>
Safety	<i>Transportation of Dangerous Goods</i>
Safety	<i>St. John Ambulance Standard First Aid</i>
Safety	<i>H2S Alive</i>
Safety	<i>Confined Space Entry</i>
Safety	<i>WHMIS</i>
Safety	<i>Confined Space Entry Level I: Theory</i>
Safety	<i>Foodsafe</i>
Safety	<i>St. John Ambulance First Aid in Child Care</i>
Safety	<i>St. John Ambulance First Aid on the Farm</i>
Safety	<i>St. John Ambulance Emergency First Aid</i>
Safety	<i>Confined Space Entry Level II: Rescue in Confined Space</i>
Safety	<i>CPR Basic Rescuer "C"</i>



Medicine Hat College

Safety

Cross Connection Control

Mount Royal College

Business

Forum for International Trade Training (FITT skills)

Business

Small Business Training Centre

Petroleum Industry Training Service

Oil & Gas

Well Service Blowout Prevention

Oil & Gas

First Line Supervisor's Blowout Prevention

Red Deer College

Agriculture

Water Well Drilling & Ground-Water Development

Safety

Building Codes Inspector

Safety

Automatic Fire Sprinklers

Social Services & Forestry

Log Home Building