THRIVING THROUGH LIFE'S TRANSITIONS

CONTINUING EDUCATION

PROFESSIONAL DEVELOPMENT

PROFESSIONAL DEVELOPMENT & PERSONAL ENRICHMENT

CUSTOMIZED TRAINING
Learning solutions for your organization

VIRTUAL AND FUTURE TRAVEL OPPORTUNITIES

ONLINE CERTIFICATES

COURSE CATALOG – FALL 2020
Together We Are Better!
The health, safety, and well-being of our community members continues to be our highest priority during this challenging time. Keeping this in mind, we have responded to these challenges with innovative and creative solutions to the learning environment. For the fall semester, the majority of our in-person classes are now being offered in online formats.

Many of our personal / professional non-credit courses align with projected community needs due to unemployment shifts. Be sure to check out our online courses in financial literacy, updating resumes, interviewing techniques, LinkedIn and networking, cover letter writing, identifying job skills for a new career, and more!

As an educational institution serving the Fox Valley, Fond du Lac, and Oshkosh communities, the Online and Continuing Education Department of UW Oshkosh continues to have a long history of providing quality learning opportunities to community members. Together, we will keep connecting, learning, and growing!

Suzanne Lawrence, Director of Continuing Education for Access Campuses at the UWO-Fond du Lac and UWO-Fox Cities campuses: lawrences@uwosh.edu

CUSTOMIZED TRAINING

Solutions that work for you!

Improve the performance, productivity, and profitability of your organization with education that is suited for you. Identify your specific needs – we’ll help you find the right course, workshop or seminar to meet your goals. Select from existing courses or let us create one for you. Customized or credit courses can stand alone or lead to a certificate or UW degree.

Currently, many organizations are opting to forgo in person conferences for “virtual conferences.” If you need assistance setting up your fall or spring conference, contact us today and let us help!

Contact Continuing Education for more information about customized classes for your work site.

Suzanne Lawrence, Director of Continuing Education for Access Campuses: lawrences@uwosh.edu

HOW TO REGISTER

In order to streamline the registration process for Fall, all registrations, regardless of your location, will be sent to:

UWO, Fox Cities
Attn: Office of Continuing Education
1478 Midway Rd
Menasha, WI 54952

Payment is due in full upon registration, except for travel options.

MAIL: Complete the registration form on the last page and mail with payment to the UWO, Fox Cities campus.

ONLINE: Visit the campus websites below: You can register online and pay with check or credit card (Visa, MasterCard)
https://ce.uwc.edu/fond-du-lac/catalog
https://ce.uwc.edu/menasha/catalog

IN PERSON: Please call in advance to determine if the Office of Continuing Education is open for in person registration.

PHONE: Call 920-832-2326 and we will assist you with registration. NOTE: We do not take credit cards over the phone, but you are able to register yourself and use a credit card.

NO REFUNDS will be given if notification is less than one week prior to class. University of Wisconsin Oshkosh, Fox Cities Campus and University of Wisconsin Oshkosh, Fond du Lac Campus reserve the right to cancel a course due to low enrollment with a full refund given. Some exclusions apply. See course registration page on campus website for specific refund policy. No or limited refunds for educational travel.

NOTE: Courses, dates and fees are subject to change.

COURSE CONFIRMATION: Registration confirmation is sent one week prior to class starting (via email). If you do not receive confirmation that your class is running, please contact us at UWO, Fox Cities at 920-832-2636 or 920-931-3415.

Contact Continuing Education for more information about customized classes for your work site.

Suzanne Lawrence, Director of Continuing Education for Access Campuses: lawrences@uwosh.edu
Looking for More Class Options?

Can't find what you're looking for in our regular courses? Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. Course lengths vary depending on the topic. You can complete any of these courses entirely from your home or office at any time of the day or night! Fees vary. New sessions begin monthly.

Visit the online class websites for a comprehensive listing of topics offered by each campus.

University of Wisconsin Oshkosh, Fond du Lac Campus
https://uwosh.edu/fdl/continuing-education/online/

University of Wisconsin Oshkosh, Fox Cities Campus
https://uwosh.edu/fox/continuing-education/online-learning/

University of Wisconsin Oshkosh
https://uwosh.edu/conted

Will there be 'in person' classes on the Fox Cities and Fond du Lac campuses this fall?

During the fall semester, a majority of Continuing Education classes will be available in an online format. However, some will be available ‘in person’ if conditions allow. If registering for an ‘in person’ class, an email confirmation containing Covid-19 protocol will be sent in advance of attendance.

How will I know if my class is canceled due to weather?

If the campus is open, we will hold classes. In the event your class session is canceled, we will make every effort to contact students with the contact information provided to us. If a student elects to not attend due to weather, no credit or refund will be given.

I won't be able to attend a course for which I registered. How do I cancel my enrollment?

• If you need to cancel your enrollment, contact the corresponding campus Continuing Education department via phone. If you cancel one week or more ahead of the class start date, a refund will be issued to you, but SOME exceptions may apply depending on the course. If less than one week notice is given, you will not be eligible to receive a refund.

• Educational Travel Policy: All travel deposits and payments are non-refundable due to mandatory deposits made on your behalf.

Do I need to purchase a textbook or any supplies for my course?

Textbook and supply information can be found on the Continuing Education registration website within the course description and will be sent via email with the class confirmation approximately one week prior to the start of your class. Students are responsible for making sure that they have all of the materials for the course prior to the start date. Texts can be purchased at a local book store or through an online venue if required for course.

Frequently Asked Questions

Online Courses
If you enjoy traveling, but are maintaining social distancing practices, look to our virtual tour options which can offer you affordable family or alone time!!

**Virtual Travel Opportunities**

**Bakery Bus in a Box**  
(Bakery Sampler Package with Educational Seminar)

In this unique time of social distancing, let us bring the sweet treats to you in the comfort of your own community with the Bakery Bus in a Box.

**Included:**
- Taste Milwaukee's Italian heritage with a half-pound box of Peter Sciortino's Bakery on historic Brady Street
- Delve into Mexican culture with a mini Three King's Cake from woman-owned La Flor de Trigo
- Enjoy a dozen of National Bakery's famous German pecan fingers.
- Savor 6 chocolate swirl meringue, a French delight from Greige Patisserie
- Always a favorite on the Bakery Bus, Ultimate Confections has been making homemade, hand-dipped chocolates for 30+ years. Enjoy chocolate dipped treats from this staple of the Milwaukee community.

We’ll ship the Bakery Bus in a Box complete with pastries from authentic Italian, German, Danish, Mexican and French bakeries to your home! In addition, we'll schedule a time for all of our guests to tune in for an interactive 1.5 hour discussion about Milwaukee's immigrant past and a chance to meet the makers behind the treats in the Bakery Bus in a Box.

**Date:** Friday, October 23, 2020. Registration in advance is required. Deadline to register: October 2.

**Time:** 10:00am for virtual viewing

**Fee:** $75, includes food (enough for two) and virtual tour. Perfect for sharing with a friend!

**Churches & Chocolates Tour in a Box**  
(Chocolate Sampler Package with Educational Seminar)

Milwaukee has long been known as the “City of Steeples” and you can view many of these beautiful places of worship on this popular Churches and Chocolates Tour. The tour guides will take you on a virtual tour for 1.5 hours while you also indulge in chocolate tasting with a local chocolatier. You will receive your box of chocolates delivered to your door ahead of time. Experience the history and architecture of these churches in the safety and convenience of your home – while treating yourself with sweet delights!

**Included:**
- Each guest will receive a box of chocolates from a local chocolatier shipped directly to your home - prior to the virtual tour.
- You will “virtually” visit three churches for docent-led tours that explore the history and architecture of these unique places of worship.
- One of the highlights of the virtual experience is having a local chocolatier-led tasting of the truffles that you each receive in your box.

**Date:** Friday, December 4, 2020. Registration in advance is required. Deadline to register: November 20.

**Time:** 1:00pm - 2:30pm for virtual viewing

**Fee:** $75, includes box of chocolates and virtual tour. Attend the viewing with a friend!
Prohibition & the Perfect Manhattan: NYC Cocktail History with Diana Pittet

This conversation will explore the role of the bar in fueling the city that never sleeps and go into more detail about how alcohol in general—and the cocktail more specifically—has shaped the city over the centuries. We’ll talk about the first distillery on Staten Island in 1640, the role of slavery and the rise of rum. We’ll take some time to discuss the birth of the cocktail in New York, the impact of prohibition and the resulting growth of speakeasies (and flight of talented mixologists). Only now, 100 years since the enactment of Prohibition is the proper cocktail making its overdue comeback in America, and New York City has been a driving force in its renaissance. The best cocktail bars in the world are located in New York, ones that are currently shuttered due to the Coronavirus, except for the establishments who are providing cocktails to go. What’s the future now of the cocktail and bar? We can speculate and hope for their survival. They are an integral part of New York City—its engine, even. Led by cocktail expert Diana Pittet, this interactive conversation aims to enhance your knowledge of all that bars and drinking entails in New York City. Designed to inform curiosity as well as future bar expeditions, we hope next time you’re in a watering hole, you’ll see things with a more informed eye.

**Date:** Saturday, December 5, 2020. Registration in advance is required. Deadline to register: November 16.

**Time:** 3:00pm (1.5 hours with cocktail expert)

**Fee:** $37

Limited virtual seating!
Explore the world without stepping outside.
Learn about civilization’s most iconic historical sites in the company of designated scholars!

**Treasures of the Louvre Museum with Marie Dessaillen**

The Musée du Louvre in Paris holds some of the most important masterpieces of art history. A former royal residence, its 800,000 square feet can only present 35,000 (less than 5%) of its works of art. Transformed into a museum during the French Revolution in order to safeguard works of art and educate the public, it presented the former collection of the Kings of France, as well as art rescued from churches and aristocratic homes, and it has been growing ever since from private donations. It takes months to see it all, and somehow, it always calls us back for more. Some of those works of art have become pop culture legends, like the smiling Mona Lisa or the armless Venus de Milo, others will surprise you and blow your mind when you round a corner. Limited Virtual Seating! Fee: $37

**Date:** Saturday, October 10, 2020. Registration in advance is required. Deadline to register: September 28.

**Time:** 2:00pm (1.5 hours with live scholar)

**Portugal's Sintra with Pascal Ansell**

Join art writer Pascal Ansell for a two-part Sintra series, as we weave our way down the spiraling cobbled streets that paved their way into Portugal’s collective imagination. Sintra's dreamworld of palaces and its Moorish Castle is one many are familiar with, and down below the town is curiously lacking any straight or linear streets. Compared to Versailles, its palaces are a celebration of glorious disorder. A key philosophy defines the town: 19th Century Romanticism. Getting underneath this movement will be key to making sense of a site that displays willful confusion, an attack on reason and rationality that could be seen as Portugal's most exaggerated, yet most Portuguese town. Key highlights to our seminar are the holy triad of the Pena, Regaleira and National palaces. But we will dive into some little-known corners that speak to the late 19th century attitudes on nature, and how these quieter areas let flourish, after the human effort carved out the possibility.

Lord Byron sighed, “Sintra, Glorious Eden”, and together we will deepen our appreciation of a town that is Portugal in its idiosyncratic extreme. Led by local Lisbon expert Pascal Ansell, this interactive discussion will discuss Sintra’s history, architecture and influences from abroad. Designed to inform curiosity as well as future travels, participants will come away with a better understanding of the significance of this beautiful Moorish castle. Keep your eyes open for part 2 in this series. Limited Virtual Seating! Fee: $37

**Date:** Saturday, January 16, 2021. Registration in advance is required. Deadline to register: December 31.

**Time:** 1:00pm (1.5 hours with live scholar)

**The Sistine Chapel in Depth with Cecilia Martini**

When we hear the words ‘Sistine Chapel’, our minds might immediately turn to think of Renaissance master Michelangelo and the famous Creation of Adam. This conversation with a local Roman art historian and educator aims to unpick the narrative of the Sistine Chapel in greater detail, looking beyond Michelangelo. The large expanse is covered almost entirely with frescoes, the result of a project that was carried out by two Popes over a period of 75 years. We’ll discuss both Pope Sixtus the IV and Pope Paul III and the various artists who were commissioned during their times from Sandro Botticelli to Pinturicchio. Looking at the diverse range of Sistine Chapel frescoes together we will realize that Michelangelo’s ceiling is merely one chapter of this impressive book of faith. If we don’t know anything about the rest, it’s almost impossible to piece together this magical Renaissance puzzle. Join art historian Cecilia Martini for an analysis of the Sistine Chapel in this interactive seminar. Designed to inform curiosity as well as future travels, participants will come away with a better understanding of the significance of this beautiful Moorish castle. Keep your eyes open for part 2 in this series. Limited Virtual Seating! Fee: $37

**Date:** Saturday, November 7, 2020. Registration in advance is required. Deadline to register: October 16.

**Time:** 2:00pm (1.5 hours with live scholar)
Due to COVID-19, our Educational Travel trips have been canceled for 2020. We look forward to a great year of travel in 2021!

Any bus transportation included in your travel, will leave from the Fox Cities and Fond du Lac areas unless otherwise noted.

**New York City Theatre Tour 2021**
In five adventure-filled days, you and a group of like-minded travelers will experience three outstanding Broadway performances. You’ll spend four nights in a conveniently located hotel on or near Times Square. You’ll be able to explore many of the city’s most popular attractions such as: Statue of Liberty, Ellis Island, Empire State Building, Brooklyn Bridge, Central Park, 9/11 Memorial and Museum, High Line, Times Square, Grand Central Terminal, Wall Street, historic neighborhoods, and numerous world famous museums.

The price for the trip includes the following items:

- Coach and air transportation to Milwaukee and New York
- Three plays
- Four nights at a conveniently located hotel on or near Times Square
- Group tours of some of New York’s many “must see” attractions
- Optional excursions with your trip leaders at an additional charge

**Travel Dates:**
- **Group 1** Wednesday, May 26– Sunday, May 30, 2021
- **Group 2** Wednesday, June 2 - Sunday, June 6, 2021

**Fee:** The 2021 price is $2,250 (based on double occupancy). The fee is subject to change based on airfare and other increases to hotel, etc. for 2021. Add $650 for single occupancy. Travel insurance is not provided through the University. You are, however, encouraged to purchase travel insurance through a reputable provider.

**Register:** To reserve your seat today, contact Suzanne Lawrence at 920-931-3415 or email lawrences@uwosh.edu. Reserve your seat for a non-refundable fee of $200 per person.

**Discovering Portugal**
**Sept. 19–28, 2021**
Portugal has a diverse mix of geography, including splendid beaches, rocky coasts and coves, fertile valleys, and arid plains dotted with groves and vineyards. Portugal’s rich culture and history draw visitors to sights and experiences that leave lasting impressions.

- Day 1: Departure from Chicago’s O’Hare
- Day 2: Arrive Porto (2 nights)
- Day 3: Porto
- Day 4: Porto – Coimbra – Lisbon (6 nights)
- Day 5: Lisbon
- Day 6: Day Trip to Sintra & Cascais
- Day 7: Day Trip to Obidos & Batalha
- Day 8: Day Trip to Evora
- Day 9: Day Trip to Arrabida
- Day 10: Depart Lisbon for Home

For pricing and full itinerary, please call 920-931-3415.

**Boundary Waters Canoe Expedition**
The Boundary waters in northern Minnesota is the largest wilderness area east of the Rocky Mountains and north of the Florida Everglades. The more than 1 million acres contains over 1200 miles of canoe routes and over 2000 individual campsites. Challenge yourself physically and unplug yourself mentally as you spend 6 days paddling this pristine wilderness with 2 guides who combined have completed more than 20 trips in this natural wonderland. Price includes transportation from Manitowoc, all food in the wilderness, and all necessary equipment. Personal gear excluded. Total number of participants: 6. **SOLD OUT!**

**Dates:** July 31 - August 5, 2021
**Fee:** $800
**Group Leader:** Bruce Peters (retired UW-Manitowoc). Bruce has led various outdoor trips over the past 4 years as was co-advisor to the UW-Manitowoc Extreme Outdoors Club.

Register early. Max number of participants allowed: 6.

**NO RISK DEPOSIT GUARANTEE**
$99 down to hold your spot!
Expires December 30th

SOLD OUT!
Certificate in Data Analysis
Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio, and make a big difference in the success of your organization by acquiring data analysis skills. Begin with getting a basic understanding of how to analyze data in a business setting. Then learn how many of your business decisions involve comparing groups for differences. You will know the statistics behind these group differences and relationships. Finally you will find out how to perform inquiries that will be useful to your business or organization, and have the skill necessary to communicate these results through graphs and text that your fellow employees will understand. Whether your business is home based or a large company, this certificate will take you to the next level where important decision-making is concerned.
- Introduction to Data Analysis
- Intermediate Data Analysis
- Advanced Data Analysis

Fee: $495
Location: ONLINE

Social Media for Business Certificate
Get in on this exciting and growing way to communicate, market and serve your customers and clients. For businesses, nonprofits, government, and other organizations. From Facebook to Twitter, blogging, YouTube, LinkedIn, and more, discover the new principles of communication that apply across all networks and how these specific social networks work and the possible uses for your organization. Learn how social networks are used to develop a two-way communication and marketing strategy for your organization. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing. Whether you are new to social networks or already involved, you will come away with both an understanding of social networks and practical, how-to techniques to integrate social networks into your organization or business. Your instructors are outstanding practitioners who also speak, write, and train others on social networks.
- Introduction to Social Media
- Marketing Using Social Media
- Integrating Social Media in Your Organization

Fee: $495
Location: ONLINE

Certificate in Project Management
In today’s business environment, there is a need for good project management. Project management provides visibility of project health to the business and the customer. Through continuous monitoring, early detection of variations to plan, schedule, and budget can be communicated to stakeholders for quick resolution, including project cancellation. Project management is one of the fastest paths to promotion by increasing your network through greater exposure. First, gain the skills, tools and templates to confidently develop and maintain a project. An overview of salaries, certification costs, education and experience requirements are provided. Then acquire a well-rounded knowledge of the five Project Management Processes relating to the Project Management Body of Knowledge Guide. This basic information will assist you in learning the beginnings of Project Management, whether you are interested in project management, in a project management field, or in any line of work. Finally, learn the ten Project management Knowledge Areas and their support role and relationships to the five Project Management Processes.
- Introduction to Project Management
- Project Management Processes
- Project Management Knowledge Areas

Fee: $495
Location: ONLINE

Entrepreneurship Certificate
Boost your chances of success for your new or small business and reduce your risks. Get the latest on planning your business, brainstorming business ideas and a checklist for going into business. Then learn how to create a business plan, including assessing business feasibility and prepare the management and financial plans. Then take home a step by step approach to attract and keep customers, with an emphasis on customer-driven marketing decisions and building a strong brand. At the end of this certificate, you will be able to identify the abilities required of successful entrepreneurs and how to acquire them, develop goals to help establish your business, develop an outline for your plan, and take home techniques to successfully manage and market your new business.
- Entrepreneur Boot Camp
- The Business Plan
- Entrepreneurial Marketing

Fee: $495
Location: ONLINE

For more information or to register, contact us at: 920-832-2636 or email: lawrences@uwosh.edu
Digital Marketing Certificate

Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your web site traffic, doing search engine optimization, and how to successfully employ online advertising. Relevant for any type of organization, including businesses, companies, non-profits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors are experts and can provide the latest most advanced information and answer your toughest questions.

- Improving Email Promotions
- Boosting Your Web Site Traffic
- Online Advertising

Fee: $495
Location: ONLINE

ACT Online Prep Course
Self Directed

This course empowers students to prepare for the ACT on your own time and achieve your personal A+! It is a great option for students who want 24/7 access to prep and a more flexible schedule. This course begins with an online pre-test to determine the areas in which you should focus your efforts, along with instructional strategy videos. Students have one year to complete this self-paced course. From pre and post testing to skill builders, strategies and quizzes, you have everything you need to maximize your ACT score. Fee: $169

ACT Strategies Prep Course
Instructor Led

If your student would do better with an instructor led course than with self paced, this course is designed to assist students in time for upcoming testing dates with a more structured time frame. Learn from top-rated instructors from local schools. Learn a variety of test-taking strategies that can help you increase your speed and accuracy, while alleviating test anxiety. Pinpoint your strengths and weaknesses by taking a diagnostic practice test to determine what areas you need to brush-up on before taking the actual exam. Take this course when you need it the most…prior to taking the actual ACT exam!

Fee: $134
Dates (Choose a Session):
Session 1:
- September 26 (Intro, Science, Math)
- October 3 (English, Reading, Writing)
- October 10 (Practice Test)
Time: 8am-12 noon
Session 2:
- January 9 (Intro, Science, Math)
- January 16 (English, Reading, Writing)
- January 23 (Practice Test)
Time: 8am-12 noon
Location: UWO Fond du Lac
Instructor: Liz Ruedinger and Scott Bengel, Fond du Lac School District

Accounting and Finance for Non-Financial Managers Certificate

Every successful person in the workplace utilizes financial information to aid effective decision making. The Certificate in Accounting and Finance for Non-Financial Managers explains the financial concepts and accounting processes used in most businesses and will provide practical techniques that will increase your effectiveness and career. First, get a foundation to understand the seven steps in the accounting cycle and use financial information in decision making. Come away with the knowledge to analyze resource allocation and evaluate financial performance. Then find out what you need to know about cash. Cash is the non-financial manager who really makes a difference in the day-to-day cash activities. Discover how to maximize cash flow, learn the importance of cash and find out your role in cash flow success. Finally, acquire advanced knowledge on the financial information that drives your organization. See how business reports are assessed and analyzed. An understanding of this information will help you make smart decisions when it comes to budgeting, setting goals, and assessing performance within your own area of influence.

- Accounting and Finance for Non Financial Managers
- Cash is King
- Financial Analysis and Planning

Fee: $495
Location: ONLINE

ACT Strategies Prep Course
Instructor Led

If your student would do better with an instructor led course than with self paced, this course is designed to assist students in time for upcoming testing dates with a more structured time frame. Learn from top-rated instructors from local schools. Learn a variety of test-taking strategies that can help you increase your speed and accuracy, while alleviating test anxiety. Pinpoint your strengths and weaknesses by taking a diagnostic practice test to determine what areas you need to brush-up on before taking the actual exam. Take this course when you need it the most…prior to taking the actual ACT exam!

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Location: UWO Fond du Lac
Instructor: Liz Ruedinger and Scott Bengel, Fond du Lac School District
How to Buy or Sell Your Home: Strategies for Success

Is there a home sale in your near future? Are you looking to buy? Looking to sell? Thinking about listing as a “for sale by owner?” There are many steps to each side of the process and there are many things to consider. It can be a stressful and difficult process if you are unsure of what to do! Topics that will be covered include: selling your home by owner, repairs, inspections, radon, appraisals, pricing your home, the listing contract, offer to purchase and other addendums, marketing, preparing for showings and open houses, negotiating, title insurance, closing costs and more! Along with the instructor, guest speakers in various fields of expertise will provide ample opportunity to get all your questions answered.

Dates: Wednesdays, November 18, December 2, 9, 16
Time: 6:00pm - 7:30pm
Location: ONLINE
Fee: $29

Instructor: Brooke Boyle-Schneider with Adashun Jones Real Estate is a full-time Realtor/Broker who has been in the real estate business for 18 years. She is a multi-million dollar producing agent who has developed her own "selling" style and marketing techniques. She specializes in residential/multi-unit sales and has sold many vacant lots and commercial properties. She has been featured in 'Women' magazine as one of 10 Realtors in Wisconsin who inspire.

Instructor: Amy Jo Teifke with Adashun Jones has been in the Real Estate Industry for 17 years. Her background in appraisals adds to her experience and knowledge of market values. With nearly 18 million dollars in sales and 134 closings in just the last 2 years, she has worked her way up to become one of the top Realtors in the business. In 2019, she teamed up with Brooke Boyle-Schneider, to create Simply Sold to better serve their customers and clients. Amy is an active volunteer in the community including Big Brothers Big Sisters, Kiwanis and Fond du Lac Literacy.

Ready, Set, Sell

Sizing up, sizing down, selling a relative’s home? Regardless of the reason, if a home sale is in your future, there is a long list of things to do to understand and to navigate through what is often a difficult and stressful process. Topics covered will include staging, repairs, inspections, appraisals, pricing your home, the listing contract, marketing, preparing for showings and open houses, negotiating offers, title insurance, closing costs and more.

Dates: Tuesdays, January 19 - February 23 (6 weeks)
Time: 6:30pm - 8:00pm
Location: ONLINE
Fee: $49

Instructor: Catherine Egger is a full-time Realtor, who received her real estate license in 1995 and has helped hundreds of people reach their real estate goals over the past 22 years. She has earned GRI (Graduate of Realtors Institute), GREEN and CRS (Certified Residential Specialist) designations. Only 4 percent of Realtors nationwide earn a CRS designation, which is awarded for a combination of completing coursework and volume of sales. Catherine earned a BA degree in International Relations with a Journalism concentration from the University of Wisconsin-Madison. She has lived across the country and traveled globally before returning to her home town of Manitowoc, WI.

Bring Balance to Your Budget

Take control of your financial future by learning to sharpen your spending and saving strategies. You will learn to set personal financial goals, balance saving, spending and borrowing, along with strategies to control debt and improve credit scores. You will also learn practical savings options from now to retirement.

Date: Thursday, October 1
Time: 6:00pm - 7:30pm
Location: ONLINE
Fee: $10. Resource materials provided by instructor can be shared with a 2nd participant attending from the same household.

Instructor: Kyle D. Lukowitz

PAST PARTICIPANTS SAID: "Kyle is very knowledgeable and provided expertise in answering questions." "Really enjoyed the class – very worthwhile."
How to Build Financial Confidence and Your 401(K)

Take this online, interactive class from the comfort of your own living room and discover how easy it is to take control of your finances. Do you know what accounts you’re invested in and how to maximize your contributions? If you’ve asked yourself any of the following questions, this class is for you!

- Did I choose the right 401(k) option?
- Should I invest in a target date fund?
- Is there a retirement plan for me if I’m self-employed?
- What if my job doesn’t offer a retirement plan?
- How should I rebalance my account?
- Am I paying too much in taxes?
- Should I take a loan from my 401(k)?
- What is my investment risk tolerance (and why is that important)?
- If money is tight right now, should I contribute to my college fund or 401(k)?
- Can I contribute to more than one retirement account?

Should I?

Taught by financial advisor Tanya Winch, the class will be interactive and fun! Ask questions and leave with a better understanding of your own financial picture. Now is the perfect time to take control of your finances! Take this class and start today.

Dates: Tuesdays, October 6, 13, 20
Time: 6:30pm - 7:30pm
Location: ONLINE
Fee: $29
Instructors: Tanya Winch. Tanya is a licensed financial advisor who sees clients in both Austin, Texas and Appleton, Wisconsin. She has a passion for education and for encouraging people to take control of their finances. A warm and enthusiastic mentor, Tanya is also a talented singer/songwriter who has performed at the Grand Ole Opry.

Let’s Talk Money!

Maximize Social Security withdrawals, analyze the 4% rule and gauge whether your money will last through retirement. Analyze the pros and cons of annuities and learn how to fund long term care and how to navigate Medicare. Learn the best way to rollover your retirement account to enhance returns.

Dates: Tuesdays, November 3, 10, 17
Time: 6:00pm - 7:30pm
Location: ONLINE
Fee: $29. Resource materials provided by instructor can be shared with a 2nd participant attending from the same household.
Instructor: Taught by a team of Winch Financial professionals.

Five Money Questions for Women

Women face unique financial circumstances. A strong financial strategy is vital. Ensure your financial strategy fits your lifestyle and needs. During this course, we explore five critical money questions for women.

Dates: Wednesdays, September 30, October 7 - 21
Time: 6:00pm - 7:00pm
Location: ONLINE
Fee: $29. Resource materials provided by instructor can be shared with a 2nd participant attending from the same household.
Instructor: Kyle D. Lukowitz, is a Financial Advisor with Edward Jones. Kyle has been with Edward Jones since 2013 and is a 2002 graduate of St. Norbert College with a bachelor’s degree in business administration. He is active in business and civic affairs in the Fox Valley.

Wills and Trusts

Are you prepared to provide for your loved ones at death? This class will make sure your house is in order. We’ll focus on types of estate plans and the advantages and disadvantages of each. You’ll learn ways to avoid probate, understand irrevocable and revocable trusts, why you want to appoint a Power of Attorney, and how to set up charitable remainder trusts.

Dates: Thursdays, October 22 - 29
Time: 6:00pm - 7:30pm
Fee: $29. Resource materials provided by instructor can be shared with a 2nd participant attending from the same household.
Location: ONLINE
Instructors: Taught by a team of Winch Financial professionals.
Foundations of Investing

Building your investor IQ starts with understanding the basics. Whether you are new to investing or need a refresher, this class will discuss the importance of developing a strategy, the impact of asset allocation and the influence of inflation on your long-term goals.

**Dates:** Wednesdays, October 28, November 4, 11, 18
**Time:** 6:00pm - 7:00pm
**Location:** ONLINE
**Fee:** $29. Resource materials provided by instructor can be shared with a 2nd participant attending from the same household.

**Instructor:** Kyle D. Lukowitz

8 Steps to Your Perfect Meal

Modeled after his new book, 8 Steps to Your Perfect Meal (Included with class fee), Chef Ace Champion will walk you through eight culinary principles, with two class sessions that include demonstration cooking. “My vision is not just to inspire those who love cooking to become great cooks, but also to inspire those who dislike cooking to discover a new sense of enjoyment.” Whether you are a novice cook or a veteran, “8 Steps To Your Perfect Meal” will give you the inspiration and information you need to raise your meals to a higher level.

**Dates:** Tuesdays, November 3, 10, 17
**Time:** 6:00pm - 8:00pm
**Fee:** $69

**Location:** ONLINE
**Instructor:** Award-winning TV Chef Ace Champion. His “Cook like A. Champion” TV show airs on local CW14 and Channel 10 every Saturday at 12:30 pm.

Don’t Be Fooled by Your Smart Phone

A smartphone is like a mini computer. In this virtual workshop, learn how to manipulate all those tiny buttons (apps) and make your smartphone your greatest helper. Topics include: understanding option menu, configuring security, settings, setting up email, managing contacts, texting and sending images, editing photos and videos, and more!

**Limit:** 20

**Dates:** Mondays, September 28, October 5, 12, 19
**Time:** 5:00pm - 7:00pm
**Fee:** $59

**Location:** ONLINE
**Instructor:** Ahilan Sivasamy. Ahilan is a current instructor at the UW Oshkosh, Fox Cities campus. He is passionate about lifelong learning and exploring new technologies to improve our daily lives and our ever-changing society.

Cooking Demonstration with Celebrity TV Chef Ace Champion!

Chef Champion will not only prepare and teach healthy, delicious food, he will also give you the motivation and mental clarity that will make you a better cook instantly. In this one-night class, Chef Champion will demonstrate techniques and two recipes. You will learn the steps involved in the process and get the recipes to try at home. Join us!

**Date:** Tuesday, December 8
**Time:** 6:00pm - 8:00pm
**Location:** ONLINE
**Fee:** $45

**Instructor:** Award-winning TV Chef Ace Champion
Discover Your Purpose

This life-changing online workshop provides participants greater awareness of their unique self with the goal of learning and developing personally and professionally. Understand how you add value and purpose in your life and create a vision for your future. Explore your values, strengths, talents, gifts and interests to construct a meaningful work statement that expresses your amazing self and your life purpose. Be empowered to optimize your life and become the best version of yourself!

**Dates:** Wednesdays, October 7, 14, 21, 28 (4 weeks)
**Time:** 6:00pm - 8:00pm
**Location:** ONLINE
**Fee:** $99

**Instructor:** Shana Farrell is the Executive Director of New Life Coaching & Consulting, LLC. She specializes in life, purpose and heart-centered leadership coaching for individuals and teams. She is an inspiring storyteller who shares techniques and strategies that individuals can easily integrate into their professional and personal lives. She has been a leader and change agent in the Wisconsin Technical College System for more than 22 years. Her professional portfolio with Fox Valley Technical College includes leadership, management development, mentoring, coaching, training, and advising within a wide variety of leadership positions. Shana holds a Bachelor of Arts Degree in Professional Communication from Alverno College and a Master of Science Degree in Management and Organizational Behavior from Silver Lake College. She is a graduate of Leadership Fox Cities, the Wisconsin Technical College System Leadership Development Institute (WLDSI) and FVTC’s LEAD Academy. She is also a Court Appointed Special Advocate (CASA) for Outagamie County helping children who are abused or neglected and a hospice volunteer with Compassus. Shana is a Certified Life Purpose Coach supported by the Life Design Center at the University of North Carolina at Greensboro, a Certified Life Coach (CLC) and Certified Master Practitioner of Neuro-Linguistic Programming (NLP) through the iNLP Center.

3 Keys to a Meaningful Life

Have you ever thought, there’s got to be more to life? Maybe you feel as though you’re living your life on autopilot. Are you looking for ways to add more value and make positive differences in the world? Maybe you feel as though you have more to give, but you don’t know where to start to make changes in your life? Do you want more meaningful life experiences? Attend this session to gain hope, inspiration, insight and strategies to help you live a more fulfilling and meaningful life.

**Date:** Thursday, November 5
**Time:** 6:00pm - 8:00pm
**Fee:** $39

**Instructor:** Shana Farrell

Cultivate an Attitude of Gratitude

What are you grateful for today? Attend this session to learn more about how gratefulness can transform your life and open the door to abundance and peace. Discover creative ways to integrate gratefulness into your life.

**Date:** Tuesday, November 17
**Time:** 6:00pm - 8:00pm
**Fee:** $39

**Instructor:** Shana Farrell

The 12 Secrets for Leadership Success

This motivational and empowering 2-day session provides leaders with an overview of the 12 daily life practices that guarantee tomorrow’s success, based on leadership legend John Maxwell’s best-selling book, Today Matters. Learn about: Attitude, Priorities, Health, Family, Thinking, Commitment, Finances, Spirituality, Relationships, Generosity, Values, Growth.

**Dates:** Wednesdays, January 20, 27 (2 weeks)
**Time:** 6:00pm - 8:00pm
**Fee:** $49

**Instructor:** Shana Farrell
Identifying & Building Job Skills for a New Career or Promotion

Many job seekers have a difficult time taking a step back, looking in the mirror, and analyzing what they see in terms of professional strengths and weaknesses. If you’re not sure what you see, how do you make yourself stand out? We’ll go beyond your job interview attire and discuss your professional skills in order to determine the areas that need the most attention. You will leave with a better understanding of the skills you need to further develop as well as the great skills you already have. By doing this, you will find your true confidence to go for that promotion or seek out a new career.

Date: Thursday, October 22
Time: 6:00pm - 7:30pm
Fee: $19
Location: ONLINE
Instructor: Jackie Connell - Jackie has dedicated over 10 years of her career to creating personal and professional development opportunities for individuals and groups. Her main focus areas are leadership development, team building, enhancing communication skills, one-on-one coaching, and career preparation including how to stand out on paper, interview prep and assessing & elevating job skills.
Servant Leadership

Servant Leadership is a belief that organizational goals will be achieved on a long-term basis only by first facilitating growth, development and general well-being to the individuals who make up the organization. Servant Leadership dives into a leadership style where serving others comes first.

Suggested Reading: *The Servant* by James Hunter. Participants can purchase text through Amazon.com or a local bookstore. If you own a Kindle, downloads may be free.

Dates: Tuesdays, November 10, 17 (2 weeks)
Time: 6:00pm - 8:00pm
Fee: $49
Location: ONLINE
Instructor: Jenn Endries

Writing Winning Resumes and Cover Letters

So you know what job or career you want—but how do you get it! Professional communication is vital, regardless of industry, and to get past the software systems and hiring managers, your documents must reflect the best version of yourself. This course will provide a brief overview on cover letters, resumes, references, and thank you notes. Class will be packed with lots of information—so be sure to have your laptop or pen and paper ready to take notes!!

Date: Wednesday, September 23
Time: 6:00pm - 8:00pm
Fee: $29
Location: ONLINE
Instructor: Emily Hoffmann, Career Advisor, UW Oshkosh

LinkedIn / Networking

Are you ready to enter an industry, make a career change, or grow in your current company/field with professional development opportunities? Recent studies show anywhere between 70-80% of positions are found through networking and not just submitting your job application and resume. This course will explore a variety of networking opportunities and skills. Topics included: basic networking skills, where and how to effectively network, developing your elevator pitch, what is LinkedIn, why should YOU be on it, and how to make it work for you.

Date: Wednesday, September 16
Time: 6:00pm - 8:00pm
Fee: $29
Location: ONLINE
Instructor: Emily Hoffmann, Career Advisor, UW Oshkosh

Career / Industry Exploration

With all the recent changes to work environments around the globe, all of us are impacted. Whether you are newly entering the job market, looking to re-enter, or switching careers, it is important to research and understand the industry and opportunities available. This course will provide a brief overview of where to find and how to understand this information. Topics also included: how to utilize your existing skills and education to break into an industry, what the job outlook is for that field/position, and how to find out what key skills you may yet need to become a more competitive candidate.

Date: Wednesday, September 9
Time: 6:00pm - 8:00pm
Fee: $29
Location: ONLINE
Instructor: Emily Hoffmann, Career Advisor, UW Oshkosh

Phone Interviewing

Even before the world went virtual, phone interviews were the first round of candidate eliminations. This course will review all the necessary components of a successful phone interview. Topics include: how to handle the phone interview offer, company research and prep, what to do the day of, and follow up expectations.

Date: Wednesday, October 14
Time: 6:00pm - 8:00pm
Fee: $29
Location: ONLINE
Instructor: Emily Hoffmann, Career Advisor, UW Oshkosh
PROFESSIONAL DEVELOPMENT

Updating Your Resume for the Changing Job Market

COVID-19 has changed everything – and the new economy requires you to come up with creative ideas and inventive solutions to making yourself more marketable. Have you updated your resume lately? Are your recent achievements listed? Remote work assignments mentioned? Updating your resume isn’t always about typeface and formatting. In this class, we’ll take a look at skills, competencies, and achievements. We’ll help you create new ones and help you improve upon what you have. Better content equals better responses.

In this online resume class, we will cover:
- How to customize your resume for the job you want
- How to position your background as "perfect" for the job you are seeking
- How to catch the eye of recruiters and headhunters
- How to pack your resume with quantifiable achievements

Whether you have recently been furloughed or lost your job due to the pandemic, be sure to attend this ONLINE class to update your resume for the new economy!

Dates: Wednesdays, October 14, 21, 28
Time: 6:00pm - 7:30pm
Fee: $39
Location: ONLINE
Instructor: Tammy Brunette, M.S.E. is a Senior Student Affairs Coordinator and Global Career Development Facilitator on the UWO, Fox Cities Campus, Menasha, WI.

Growing Influence: How to Cultivate Successful Mentor Relationships for Professional and Personal Development

Positive relationships are central to success in our personal and professional lives. Are you struggling to find a balance between your work and personal life? Have you considered how mentoring could help you develop your leadership skills or improve your ability to communicate or influence others to grow your team? A mentor may be the key you are looking for to unlock your potential.

In this online class, we will answer the following questions:
- How do I understand Covey’s Circles of Influence?
- How do I identify an Influencer and the 3 Types of Influence?
- What type of leader am I? What type of leader do I aspire to be?
- How do I define and develop Character Leadership principles?
- Where do I find a mentor?
- How do I cultivate and maintain a mentoring relationship?
- How can I improve my primary mode of communication by leveraging my mentor’s skills?
- What can I find out about myself through mentoring?

Whether you want to improve your current work/life balance, are seeking professional development opportunities to bolster your experience, earn a promotion or just figure out your professional “why," be sure to attend this online class to learn more about how mentoring may be the tool for you!

Dates: Wednesdays, October 14, 21, 28 (3 weeks)
Time: 6:00pm - 7:30pm
Fee: $59
Location: ONLINE
Instructor: Kristin Wahl, MS. Kristin is currently the Advising Manager at Rasmussen College, Green Bay. With over 25 years of experience in both K-12 and Higher Education, she has a passion for learning, teaching and professional development. With a specialization in leadership for student success, she believes that learning can happen at any age and in any environment. She has been working with a mentor for over 7 years and believes that this relationship has cultivated personal growth and has positively impacted the trajectory of her professional life. She is also currently serving on the Board of Directors of the Autism Society of the Fox Valley, and is host of the ASFV Parent Support Group.

Successful Interviewing Techniques

Being well prepared for an interview will help you be confident and impress the interviewer(s). The key to a successful interview is adequate preparation. Most employers ask the same basic questions, therefore, it’s best to prepare for an interview in advance. We will work through common, frequently asked questions by employers, with some ideas on how you might answer. Become confident about what you will say so that you can leave a positive first impression. Whether you love your job and are up for a promotion or maybe it’s time to take the leap to find a new job, this course will teach you techniques to be successful in your interview as you apply for your dream job.

Dates: Mondays, October 12, 19, 26
Time: 6:00pm - 7:30pm
Fee: $39
Location: ONLINE
Instructor: Tammy Brunette, M.S.E.
**HEALTH & WELLNESS**

**TaijiFit - Real. Simple. Easy to Follow Tai Chi**

Taijifit is a revolution in mind body exercise practice. It is a transformational experience meant to help us in the process of change and evolution. Taijifit makes tai chi easy to experience and a joy to follow, making it easier for you to gain the benefits of tai chi including better health, youthful vitality, inner peace and tranquility and more. The practice is all about connecting to your FLOW. FLOW is the moment when self-consciousness, fear, resistance, pain and negativity disappear - only joy and authenticity remain. Come and FLOW with us. No experience necessary.

**Dates:** Mondays, September 21 - November 9  
**Time:** 6:00pm - 6:45pm  
**Fee:** $69  
**Location:** ONLINE  
**Instructor:** Lorrie Formella

**Flow Yoga**

This course is for students who have never taken a yoga class before or for students who have some experience and who want a basic flow yoga class. The class will introduce the fundamental principles of alignment and breathing in a flow of postures linked together by breath. Students will learn the postures through step-by-step verbal description, and demonstration.

**Session 1 Dates:** Thursdays, September 10, 17, 24, October 1, 8, and 15  
**Session 2 Dates:** Thursdays, October 22, 29, November 5, 12, 19 (No class November 26), December 3  
**Time:** 12:00pm - 1:00pm  
**Fee:** $49 per six-week session  
**Location:** ONLINE  
**Instructor:** Lirong Ding

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**Mindfulness Amidst the Chaos**

During these extraordinary, unprecedented times, it's easy to lose ourselves within the fear of society. It seems as if division is all around us, creating feelings of unease and anxiety. Some days, it may seem all too overwhelming leaving us feeling lost and confused as we try to navigate towards our new sense of “normal.” What does that normal look like? What does it feel like? Are you ready to shift away from the old version of you? Are you ready to find the peace within? The peace that you can carry with you regardless of how chaotic the outside world may seem?

Then join Sara Schoenecker, meditation and mindfulness teacher as she helps you explore and release the fear and feelings of unease that may be plaguing you during this extraordinary time. During this class we will look at fear and how it affects our day-to-day lives. We will explore how we can remain grounded and mindful while we shift from a mentality of fear, to a state of love, peace and compassion. Various tools will be provided which will allow us to discover how we can remain in a peaceful state and be mindful every single day, even when the outside world is filled with chaos.

**Week 1:** We will explore fear, chaos and the profound affect it can have on our day-to-day lives. Tools will be provided to use between weeks 1 and 2 in order to help shift you from fear to a state of peace. Class will end with a guided meditation.

**Week 2:** We will expand on how fear can affect us on a daily basis and discuss how the week went using the tools from week 1. We will delve into various techniques that can be used time and time again to achieve and maintain the peace that is within each and everyone of us. Class will end with a guided meditation.

**Dates:** Tuesdays, October 13, 20  
**Time:** 5:30pm - 7:00pm  
**Fee:** $35  
**Location:** ONLINE  
**Instructor:** Sara Schoenecker. Sara is an energy worker and meditation and mindfulness teacher. Sara recognizes the beauty within each and every one of us, even if it may appear hidden at times. Throughout her own life journey, Sara has realized that we are the creator of our thoughts, the creator of our reality. We are ultimately responsible for how the outside world appears to us. After that realization came forth, she felt called to help others realize that they were also the creators of their reality, the masters of their destiny. Sara finds great joy in helping others journey within, allowing them to break free from any mental constructs they may have. Thus, allowing them to live a more peaceful and loving life.

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**PAST PARTICIPANTS HAVE COMMENTED:**

“**Well worth taking.**”

“**Excellent presentation and very engaging!**”

“**First time I’ve taken a course in Yoga and I enjoyed it very much!**”
Girls, Engineering, Math, and Science

FOR GIRLS IN GRADES 6-8. A dynamic and educational half-day event filled with interactive workshops and activities geared toward light career-exploration in the engineering, math and science fields for girls in grade 6-8. Registration is required and will open mid summer. Check our online registration site to register for class options when they are available.

**Date:** Saturday, October 17, 2020
**Time:** 8:30am - 12:00pm
**Fee:** $25 (scholarships available)
**Location:** ONLINE (This year only due to COVID-19)
**Instructor:** Various UW Fox faculty and community members will share their talents virtually.

Scout Merit Badge Clinics

Check our online registration site at [https://ce.uwc.edu/menasha/catalog](https://ce.uwc.edu/menasha/catalog), email us at lawrences@uwosh.edu or call our office at 920-832-2636 to find out which merit badge clinics are currently being offered. NOTE: We may have limited clinic options due to University Protocol during COVID-19.

Google

What can Google do for you? A lot more than you might think! In this class you will gain a general understanding of Google Products over four weeks. We will cover tools for Getting Answers (Besides Search, Maps, Translate & Chrome), Organizing Your Stuff (Photos, Contacts, Calendar & Keep), Working Smarter (Docs, Sheets, Slides and Drive) and of course Entertainment (YouTube, Google Play Music, Movies and TV and Chromecast)!

*Bring your smartphone or tablet to the virtual class

**Dates:** Mondays, November 2, 9, 16 and 23
**Time:** 6:00pm - 7:30pm
**Fee:** $59
**Location:** ONLINE
**Instructor:** Ahilan Sivasamy

ACT Online Prep Course

**Self Directed**

This course empowers students to prepare for the ACT on your own time and achieve your personal A+! It is a great option for students who want 24/7 access to prep and a more flexible schedule. This course begins with an online pretest to determine the areas in which you should focus your efforts, along with instructional strategy videos. Students have one year to complete this self-paced course. From pre and post testing to skill builders, strategies and quizzes, you have everything you need to maximize your ACT score. **Fee:** $169

Start Preparing Now!

Upcoming Regional ACT Test Dates:


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**Location:** ONLINE
**Instructor:** Ahilan Sivasamy
Don’t Be Fooled by Your Smart Phone

A smartphone is like a mini computer. In this virtual workshop, learn how to manipulate all those tiny buttons (apps) and make your smartphone your greatest helper. Topics include: Understanding Option Menu, configuring security, settings, setting up email, managing contacts, texting and sending images, editing photos and videos, and more! Limit: 20 participants.

**Dates:** Mondays, September 28, October 5, 12, 19  
**Time:** 5:30pm - 7:30pm  
**Fee:** $59  
**Location:** ONLINE  
**Instructor:** Ahilan Sivasamy. Ahilan is a current instructor at the UW Oshkosh, Fox Cities campus. He is passionate about lifelong learning and about exploring new technologies to improve our daily lives and our ever changing society.

Cooking Demonstration with Celebrity TV Chef Ace Champion!

Chef Champion will not only prepare and teach healthy, delicious food, he will also give you the motivation and mental clarity that will make you a better cook instantly. In this one-night class, Chef Champion will demonstrate techniques and two recipes. You will learn the steps involved in the process and get the recipes to try at home. Join us!

**Date:** Tuesday, December 8  
**Time:** 6:00pm - 8:00pm  
**Location:** ONLINE  
**Fee:** $45  
**Instructor:** Award-winning TV Chef Ace Champion

Genealogy – Find Your Family Roots

Are you interested in your family history but don’t know where to start? In this genealogy workshop you will learn some tools and strategies to help you begin. We will talk about where to start looking for information, and how to manage the information once you find it, as well as genealogy etiquette and some specialty topics. Join us for this informative and interesting journey. We will meet in a computer lab, but please bring a laptop if you have one, since much of the research is done online. Limited to 10 participants.

**Dates:** Wednesdays, September 30, October 7, 14, 21  
**Time:** 6:00pm - 8:00pm  
**Fee:** $49  
**Location:** 1826, UWO Fox Cities Campus (in person)  
**Instructor:** Rose Marie Lewis has been a Laboratory Preparation Technician at University of Wisconsin Oshkosh, Fox Cities Campus for over 26 years and became interested in genealogy at age 13 on a visit to see her grandmother, and again when her son needed to do his family tree for a class project. She enjoys “the hunt” and the people she has met along the way.

8 Steps to Your Perfect Meal

Modeled after his new book, 8 Steps to Your Perfect Meal (Included with class fee), Chef Ace Champion will walk you through eight culinary principles, with two class sessions that include demonstration cooking. “My vision is not just to inspire those who love cooking to become great cooks, but also to inspire those who dislike cooking to discover a new sense of enjoyment.” Whether you are a novice cook or a veteran, “8 Steps To Your Perfect Meal” will give you the inspiration and information you need to raise your meals to a higher level.

**Dates:** Tuesdays, November 3, 10, 17  
**Time:** 6:00pm - 8:00pm  
**Fee:** $69  
**Location:** ONLINE  
**Instructor:** Award-winning TV Chef Ace Champion. His “Cook like A. Champion” TV show airs on local CW14 and Channel 10 every Saturday at 12:30 pm.
Discover Your Purpose

This life-changing online workshop provides participants greater awareness of their unique self with the goal of learning and developing personally and professionally. Understand how you add value and purpose in your life and create a vision for your future. Explore your values, strengths, talents, gifts and interests to construct a meaningful work statement that expresses your amazing self and your life purpose. Be empowered to optimize your life and become the best version of yourself!

Dates: Wednesdays, October 7, 14, 21, 28 (4 weeks)
Time: 6:00pm - 8:00pm
Location: ONLINE
Fee: $99
Instructor: Shana Farrell is the Executive Director of New Life Coaching & Consulting, LLC. She specializes in life, purpose and heart-centered leadership coaching for individuals and teams. She is an inspiring storyteller who shares techniques and strategies that individuals can easily integrate into their professional and personal lives. She has been a leader and change agent in the Wisconsin Technical College System for more than 22 years. Her professional portfolio with Fox Valley Technical College includes leadership, management development, mentoring, coaching, training, and advising within a wide variety of leadership positions. Shana holds a Bachelor of Arts Degree in Professional Communication from Alverno College and a Master of Science Degree in Management and Organizational Behavior from Silver Lake College. She is a graduate of Leadership Fox Cities, the Wisconsin Technical College System Leadership Development Institute (WLDI) and FVTC’s LEAD Academy. She is also a Court Appointed Special Advocate (CASA) for Outagamie County helping children who are abused or neglected and a hospice volunteer with Compassus. Shana is a Certified Life Purpose Coach supported by the Life Design Center at the University of North Carolina at Greensboro, a Certified Life Coach (CLC) and Certified Master Practitioner of Neuro-Linguistic Programming (NLP) through the iNLP Center.

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Have you ever thought, there’s got to be more to life? Maybe you feel as though you’re living your life on autopilot. Are you looking for ways to add more value and make positive differences in the world? Maybe you feel as though you have more to give, but you don’t know where to start to make changes in your life? Do you want more meaningful life experiences? Attend this session to gain hope, inspiration, insight and strategies to help you live a more fulfilling and meaningful life.

Date: Thursday, November 5
Time: 6:00pm - 8:00pm
Fee: $39
Location: ONLINE
Instructor: Shana Farrell

Cultivate an Attitude of Gratitude

What are you grateful for today? Attend this session to learn more about how gratefulness can transform your life and open the door to abundance and peace. Discover creative ways to integrate gratefulness into your life.

Date: Tuesday, November 17
Time: 6:00pm - 8:00pm
Fee: $39
Location: ONLINE
Instructor: Shana Farrell

The 12 Secrets for Leadership Success

This motivational and empowering 2-day session provides leaders with an overview of the 12 daily life practices that guarantee tomorrow’s success, based on leadership legend John Maxwell’s best-selling book, Today Matters. Learn about: Attitude, Priorities, Health, Family, Thinking, Commitment, Finances, Spirituality, Relationships, Generosity, Values, Growth.

Dates: Wednesdays, January 20, 27 (2 weeks)
Time: 6:00pm - 8:00pm
Fee: $49
Location: ONLINE
Instructor: Shana Farrell
Flow Yoga

This course is for students who have never taken a yoga class before or for students who have some experience and who want a basic flow yoga class. The class will introduce the fundamental principles of alignment and breathing in a flow of postures linked together by breath. Students will learn the postures through step-by-step verbal description, and demonstration.

Session 1 Dates: Thursdays, September 10, 17, 24, October 1, 8, and 15
Session 2 Dates: Thursdays, October 22, 29, November 5, 12, 19 (No class November 26), December 3
Time: 12:00pm - 1:00pm
Fee: $49 per six-week session
Location: ONLINE
Instructor: Lirong Ding

"Well worth taking."
"Excellent presentation and very engaging!"
"First time I’ve taken a course in Yoga and I enjoyed it very much!"

Intro to Reiki

Come explore what Reiki is (and is not). This class is designed to discuss a brief synopsis of Reiki and answer questions that participants have surrounding this energetic healing modality. Reiki is becoming more and more mainstream and is utilized in hospitals and wellness centers around the world. Ask the questions you have always wanted to ask. Participants will receive a handout. Please wear comfortable clothing.

Date: Thursday, October 8
Time: 6:00pm - 7:00pm
Fee: $20
Location: Room 1346, UWO Fox Cities Campus (in person)
Instructor: Cynthia Graham, LCMT, RM, CNMT and Reiki Master/Teacher since 2003.

Reiki I

The Reiki energy system has been clinically proven to improve personal healing, relaxation, stress relief, depression, high blood pressure and more. But what’s great about Reiki is it’s easy to learn and can be used effectively for self-healing! This class teaches basic techniques of Reiki in order to perform hands-on healing with Usui Reiki discipline. We will also briefly discuss the chakra energy system as it relates to Reiki. Students will receive a complete self-healing session and be certified as a Reiki level one practitioner by Reiki Master Cynthia Graham LCMT, RM, CNMT. Cynthia has been a certified Reiki Master and Teacher since 2003. She practices and teaches in the Fox Valley. Over the years she has the great privilege of instructing many Reiki I and Reiki II students as well as some of Reiki Master students. Join us for this introductory exploration and use of this powerful energy.

Certification: Certificate of Completion for Usui Reiki I as a Reiki I Practitioner.
Limit: 10 Participants

Dates: Thursday, November 5, 12
Time: 6:00pm - 9:00pm
Fee: $150, includes class session, manuals and other materials
Please wear comfortable clothing and bring a mat/blanket and pillow/towel
Location: Room 1346, UWO Fox Cities Campus (in person)
Instructor: Cynthia Graham

TaijiFit -
Real. Simple.
Easy to Follow Tai Chi

Taijifit is a revolution in mind body exercise practice. It is a transformational experience meant to help us in the process of change and evolution. Taijifit makes tai chi easy to experience and a joy to follow, making it easier for you to gain the benefits of tai chi including better health, youthful vitality, inner peace and tranquility and more. The practice is all about connecting to your FLOW. FLOW is the moment when self-consciousness, fear, resistance, pain and negativity disappear - only joy and authenticity remain. Come and FLOW with us. No experience necessary.

Dates: Mondays, September 21 - November 9
Time: 6:00pm - 6:45pm
Fee: $69
Location: ONLINE
Instructor: Lorrie Formella
HEALTH & WELLNESS

Understanding Chakra Energies
Chakras are the body’s energy centers. Our energy centers (chakras), affect all we experience, including love, happiness, peace, and abundance. In this class, we will learn about the first 7 chakras, how they affect us, what they govern, how to detect blockages, and how to open and balance the energy channels. Dress in loose, comfortable clothing (no jeans) and no jewelry, as this class will be interactive.

Date: Thursday, September 24
Time: 6:00pm - 8:00pm
Fee: $30
Location: Room 1346, UWO Fox Cities Campus (in person)
Instructor: Cynthia Graham

PAST PARTICIPANTS SAID: “Cynthia was a wonderful instructor. Please offer more!”

Healing Stones
When is a rock more than just a rock? Did you know that sensitive individuals can discern which stones are energetic just by holding them? Come join us in learning about the palpable and amazing energies and purposes of special stones. In this class, you will learn many of the more common stones used to clear spaces, absorb and stave away negative energies, balance energetic space, and heal in many different ways. We will have fun touching and holding many different stones and learning as we go.

Date: Thursday, October 22
Time: 6:00pm - 8:00pm
Fee: $30
Location: Room 1346, UWO Fox Cities Campus (in person)
Instructor: Cynthia Graham

Fit at Fox
This class provides personal attention from a qualified instructor to help you develop and maintain functional strength in a relaxed and enjoyable social setting. We work on balance, nutrition, and flexibility, along with the mainstays of aerobic and resistance training. Making friendly connections and getting support from fellow classmates is also part of this program. Instructor-led class with audience favorite, Thain Jones. Geared toward mature adults, but open to all age levels. Come join the fun!

Classes start the week of September 8, 2020 and run through the week of January 29 (21 weeks).

Choose a Session:
- Monday/Wednesday, 5:00pm - 5:45pm
- Tuesday/Thursday, 8:00am - 8:45am
- Tuesday/Thursday, 8:45am - 9:30am

Fee: $185
Location: 1866 Fitness Center UWO Fox Cities Campus (in person)
Instructor: Thain Jones, a UW Fox Fitness instructor since 1986. Thain has a BS in Physical Education and Biology and is a well-respected and successful high school track/cross country coach.

Fit at Fox – Punch Cards
Not sure about a 21 week fitness class commitment? Get a punch card! These fitness plans are best for those who need a flexible schedule. Individuals utilizing punch cards will have access to the fitness center anytime the instructor is present (all three sessions available). Choose to take 10 or 25 sessions. This is still an instructor-led class, but on your schedule. Punch cards are good for one year from date of issue and are not transferable.

10 Sessions, Fee $65
25 Sessions, Fee $145
Location: 1866 Fitness Center UWO Fox Cities Campus (in person)
Instructor: Thain Jones
What’s Your Dosha?

The ancient practice of East Indian Ayurvedic Healing starts with determining your “type”, or “Dosha”. Your type of Dosha includes both your personality and metabolic characteristics. Come take a quiz to find out where you are on the Dosha scale and what it means. You will go home with a new insight about yourself that perhaps you didn’t consciously recognize before. As always, we will be sure to have some fun along the way!

Dates: Thursday, November 19
Time: 6:00pm - 8:00pm
Fee: $30
Location: Room 1346, UWO Fox Cities Campus (in person)
Instructor: Cynthia Graham

Mindfulness Amidst the Chaos

During these extraordinary, unprecedented times, it’s easy to lose ourselves within the fear of society. It seems as if division is all around us, creating feelings of unease and anxiety. Some days, it may seem all too overwhelming leaving us feeling lost and confused as we try to navigate towards our new sense of “normal.” What does that normal look like? What does it feel like? Are you ready to shift away from the old version of you? Are you ready to find the peace within? The peace that you can carry with you regardless of how chaotic the outside world may seem?

Then join Sara Schoenecker, meditation and mindfulness teacher as she helps you explore and release the fear and feelings of unease that may be plaguing you during this extraordinary time. During this class we will look at fear and how it affects our day-to-day lives. We will explore how we can remain grounded and mindful while we shift from a mentality of fear, to a state of love, peace and compassion. Various tools will be provided which will allow us to discover how we can remain in a peaceful state and be mindful every single day, even when the outside world is filled with chaos.

Week 1: We will explore fear, chaos and the profound affect it can have on our day-to-day lives. Tools will be provided to use between weeks 1 and 2 in order to help shift you from fear to a state of peace. Class will end with a guided meditation.

Week 2: We will expand on how fear can affect us on a daily basis and discuss how the week went using the tools from week 1. We will delve into various techniques that can be used time and time again to achieve and maintain the peace that is within each and everyone of us. Class will end with a guided meditation.

Dates: Tuesdays, October 13, 20
Time: 5:30pm - 7:00pm
Fee: $35
Location: ONLINE
Instructor: Sara Schoenecker. Sara is an energy worker and meditation and mindfulness teacher. Sara recognizes the beauty within each and every one of us, even if it may appear hidden at times. Throughout her own life journey, Sara has realized that we are the creator of our thoughts, the creator of our reality. We are ultimately responsible for how the outside world appears to us. After that realization came forth, she felt called to help others realize that they were also the creators of their reality, the masters of their destiny. Sara finds great joy in helping others journey within, allowing them to break free from any mental constructs they may have. Thus, allowing them to live a more peaceful and loving life.

Building Resiliency and Wellbeing

Join us for easy mind-body practices to experience serenity and peace and maximize your health, resiliency, and wellbeing. We will engage in nourishing gentle qigong and tai chi movements, breathing exercises, meditation and self-acupressure to nourish and strengthen your lungs and entire being to keep our mind, body, and spirit healthy. No experience necessary.

Dates: Tuesdays, September 22 - November 10
Time: 6:00pm - 7:00pm
Fee: $69
Location: ONLINE
Instructor: Lorrie Formella

Mindfulness Amidst the Chaos

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How to Build Financial Confidence and Your 401(K)

Take this online, interactive class from the comfort of your own living room and discover how easy it is to take control of your finances. Do you know what accounts you’re invested in and how to maximize your contributions? If you’ve asked yourself any of the following questions, this class is for you!

• Did I choose the right 401(k) option?
• Should I invest in a target date fund?
• Is there a retirement plan for me if I’m self-employed?
• What if my job doesn’t offer a retirement plan?
• How should I rebalance my account?
• Am I paying too much in taxes?
• Should I take a loan from my 401(k)?
• What is my investment risk tolerance (and why is that important)?
• If money is tight right now, should I contribute to my college fund or 401(k)?
• Can I contribute to more than one retirement account? Should I?

Taught by financial advisor Tanya Winch, the class will be interactive and fun! Ask questions and leave with a better understanding of your own financial picture. Now is the perfect time to take control of your finances! Take this class and start today.

Dates: October 6, 13, 20
Time: 6:30pm - 7:30pm
Location: ONLINE
Fee: $29. Resource materials provided by instructor can be shared with a 2nd participant attending from the same household.
Instructors: Tanya Winch, a licensed financial advisor who sees clients in both Austin, Texas and Appleton, Wisconsin. She has a passion for education and for encouraging people to take control of their finances.

Foundations of Investing

Whether you are new to investing or need a refresher, this class will help you learn about the importance of developing a strategy, the impact of asset allocation and the influence of inflation on your long term goals. In four weeks, you will gain information about the foundations of investing; mutual funds; basics of investing in stocks; and the outlook and opportunity for the future.

Dates: Wednesdays, October 28, November 4, 11, 18
Time: 6:00pm - 7:00pm
Fee: $29. Resource materials provided by instructor can be shared with a 2nd participant attending from the same household.
Location: ONLINE
Instructor: Kyle D. Lukowitz, Edward Jones.
Let’s Talk Money!
Maximize Social Security withdrawals, analyze the 4% rule and gauge whether your money will last through retirement. Analyze the pros and cons of annuities and learn how to fund long term care and how to navigate Medicare. Learn the best way to rollover your retirement account to enhance returns. Three dynamic classes rolled into one robust course.

**Dates**: Tuesdays, November 3, 10, 17
**Time**: 6:00pm - 7:30pm
**Location**: ONLINE
**Fee**: $29. Resource materials provided by instructor can be shared with a 2nd participant attending from the same household.

**Instructors**: Taught by a team of Winch Financial professionals.

Wills and Trusts
Are you prepared to provide for your loved ones at death? This class will make sure your house is in order. We’ll focus on types of estate plans and the advantages and disadvantages of each. You’ll learn ways to avoid probate, understand irrevocable and revocable trusts, why you want to appoint a Power of Attorney, and how to set up charitable remainder trusts.

**Dates**: Thursdays, October 22 - 29
**Time**: 6:00pm - 7:30pm
**Location**: ONLINE
**Fee**: $29. Resource materials provided by instructor can be shared with a 2nd participant attending from the same household.

**Instructors**: Taught by a team of Winch Financial professionals.

Ready, Set, Sell
Sizing up, sizing down, selling a relative’s home? Regardless of the reason, if a home sale is in your future, there is a long list of things to do to understand and to navigate through what is often a difficult and stressful process. Topics covered will include staging, repairs, inspections, appraisals, pricing your home, the listing contract, marketing, preparing for showings and open houses, negotiating offers, title insurance, closing costs and more.

**Dates**: Tuesdays, January 19 - February 23 (6 weeks)
**Time**: 6:30pm - 8:30pm
**Location**: ONLINE
**Fee**: $49

**Instructor**: Catherine Egger is a full-time Realtor, who received her real estate license in 1995 and has helped hundreds of people reach their real estate goals over the past 22 years. She has earned GRI (Graduate of Realtors Institute), GREEN and CRS (Certified Residential Specialist) designations. Only 4 percent of Realtors nationwide earn a CRS designation, which is awarded for a combination of completing coursework and volume of sales.

How to Buy or Sell Your Home: Strategies for Success
Is there a home sale in your near future? Are you looking to buy? Looking to sell? Thinking about listing as a “for sale by owner?” There are many steps to each side of the process and there are many things to consider. It can be a stressful and difficult process if you are unsure of what to do! Topics that will be covered include: selling your home by owner, repairs, inspections, radon, appraisals, pricing your home, the listing contract, offer to purchase and other addendums, marketing, preparing for showings and open houses, negotiating, title insurance, closing costs and more! Along with the instructor, guest speakers in various fields of expertise will provide ample opportunity to get all your questions answered.

**Dates**: Wednesdays, November 18; December 2, 9, 16
**Time**: 6:00pm - 7:30pm
**Location**: ONLINE
**Fee**: $29

**Instructor**: Brooke Boyle-Schneider with Adashun Jones Real Estate is a full-time Realtor/Broker who has been in the real estate business for 18 years. She is a multi-million dollar producing agent who has developed her own "selling" style and marketing techniques. She specializes in residential/multi-unit sales and has sold many vacant lots and commercial properties. She has been featured in 'Women' magazine as one of 10 Realtors in Wisconsin who inspire.

**Instructor**: Amy Jo Teifke with Adashun Jones has been in the Real Estate Industry for 17 years. Her background in appraisals adds to her experience and knowledge of market values. With nearly 18 million dollars in sales and 134 closings in just the last 2 years, she has worked her way up to become one of the top Realtors in the business. In 2019, she teamed up with Brooke Boyle-Schneider, to create Simply Sold to better serve their customers and clients. Amy is an active volunteer in the community including Big Brothers Big Sisters, Kiwanis and Fond du Lac Literacy.
Strength Finder (Discover the Best Part of Yourself)

The Clifton Strengths Assessment unlocks your talent DNA. This assessment explains the unique ways you accomplish your goals by building relationships, thinking strategically, executing plans and influencing others. Gallup research finds that people who know and use their Clifton Strengths are more engaged at work. This course will help you to identify the areas where you have the greatest potential for building strengths in measuring recurring patterns in thought, feelings and behavior.

*Suggested Reading:* *Now, Discover Your Strengths* by Marcus Buckingham. Participants can purchase text through Amazon.com or a local bookstore. If you own a Kindle, downloads may be free.

**Dates:** Tuesdays, October 20, 27, November 3 (3 weeks)
**Time:** 6:00pm - 8:00pm
**Fee:** $59
**Location:** ONLINE
**Instructor:** Jenn Endries

Successful Interviewing Techniques

Being well prepared for an interview will help you be confident and impress the interviewer(s). The key to a successful interview is adequate preparation. Most employers ask the same basic questions, therefore, it’s best to prepare for an interview in advance. We will work through common, frequently asked questions by employers, with some ideas on how you might answer. Become confident about what you will say so that you can leave a positive first impression. Whether you love your job and are up for a promotion or maybe it’s time to take the leap to find a new job, this course will teach you techniques to be successful in your interview as you apply for your dream job.

**Dates:** Mondays, October 12, 19, 26
**Time:** 6:00pm - 7:30pm
**Fee:** $39
**Location:** ONLINE
**Instructor:** Tammy Brunette, M.S.E.

Career / Industry Exploration

With all the recent changes to work environments around the globe, all of us are impacted. Whether you are newly entering the job market, looking to re-enter, or switching careers, it is important to research and understand the industry and opportunities available. This course will provide a brief overview of where to find and how to understand this information. Topics also included: how to utilize your existing skills and education to break into an industry, what the job outlook is for that field/position, and how to find out what key skills you may yet need to become a more competitive candidate.

**Date:** Wednesday, September 9
**Time:** 6:00pm - 8:00pm
**Fee:** $29
**Location:** ONLINE
**Instructor:** Emily Hoffmann, Career Advisor, UW Oshkosh

Identifying & Building Job Skills for a New Career or Promotion

Many job seekers have a difficult time taking a step back, looking in the mirror, and analyzing what they see in terms of professional strengths and weaknesses. If you’re not sure what you see, how do you make yourself stand out? We’ll go beyond your job interview attire and discuss your professional skills in order to determine the areas that need the most attention. You will leave with a better understanding of the skills you need to further develop as well as the great skills you already have. By doing this, you will find your true confidence to go for that promotion or seek out a new career.

**Date:** Thursday, October 22
**Time:** 6:00pm - 7:30pm
**Fee:** $19
**Location:** ONLINE
**Instructor:** Jackie Connell - Jackie has dedicated over 10 years of her career to creating personal and professional development opportunities for individuals and groups. Her main focus areas are leadership development, team building, enhancing communication skills, one-on-one coaching, and career preparation including how to stand out on paper, interview prep and assessing & elevating job skills.

*Suggested Reading:* *Now, Discover Your Strengths* by Marcus Buckingham. Participants can purchase text through Amazon.com or a local bookstore. If you own a Kindle, downloads may be free.
7 Habits of Highly Effective People

In his book, The 7 Habits of Highly Effective People, Stephen Covey describes a practical set of habits that can help you grow personally and professionally to become more effective. The principals represent an inside out approach to personal and interpersonal discovery. Together, we will focus on developing yourself and the relationship you have with others. Habits can be integrated into your life and this course will help you move through the stages of that development.

Suggested Reading: 7 Habits of Highly Effective People by Stephen Covey. Participants can purchase text through Amazon.com or a local bookstore. If you own a Kindle, downloads may be free.

Dates: Tuesdays, September 22, 29, October 6, 13 (4 weeks)
Time: 6:00pm - 8:00pm
Fee: $79
Location: ONLINE
Instructor: Jenn Endries has been the Academic Dean at Rasmussen College at the Green Bay Campus for the past 7 years and is most recently serving as the Interim Regional Dean for the Northern Region. She holds degrees in Communication from the University of Wisconsin-Stevens Point and a Master’s in Management and Organizational Behavior from Silver Lake College respectively. She is full of energy, enthusiasm and positivity. She is an engaged and effective facilitator with an inherent ability to gauge the audience and culture she is working with, making others comfortable and eager to learn. She is a talented professional, seasoned in leading and developing a team. She is a dependable servant leader who produces quality-learning experiences focused on the needs of adult learners. She brings energy and passion to her work and always delivers best-in-class facilitation. She makes learning fun and her enthusiasm is contagious. Jennifer manages and leads her teams to embrace change and strive to be both formal and informal leaders. Jenn and her husband Steve have resided in Green Bay and have been married for 25 years. They are the proud pet parents of Ellie and Gracie, two dogs. Jenn is involved in numerous organizations to include SLOW, and Management Women Inc., where she is currently serving as President. Jenn is also a certified yoga instructor and enjoys working on her practice. Namaste!

Growing Influence: How to Cultivate Successful Mentor Relationships for Professional and Personal Development

Positive relationships are central to success in our personal and professional lives. Are you struggling to find a balance between your work and personal life? Have you considered how mentoring could help you develop your leadership skills or improve your ability to communicate or influence others to grow your team? A mentor may be the key you are looking for to unlock your potential.

In this online class, we will answer the following questions:

- How do I understand Covey’s Circles of Influence?
- How do I identify an Influencer and the 3 Types of Influence?
- What type of leader am I? What type of leader do I aspire to be?
- How do I define and develop Character Leadership principles?
- Where do I find a mentor?
- How do I cultivate and maintain a mentoring relationship?
- How can I improve my primary mode of communication by leveraging my mentor’s skills?
- What can I find out about myself through mentoring?

Whether you want to improve your current work/life balance, are seeking professional development opportunities to bolster your experience, earn a promotion or just figure out your professional “why,” be sure to attend this online class to learn more about how mentoring may be the tool for you!

Dates: Wednesdays, October 14, 21, 28 (3 weeks)
Time: 6:00pm - 7:30pm
Fee: $59
Location: ONLINE
Instructor: Kristin Wahl, MS. Kristin is currently the Advising Manager at Rasmussen College, Green Bay. With over 25 years of experience in both K-12 and Higher Education, she has a passion for learning, teaching and professional development. With a specialization in leadership for student success, she believes that learning can happen at any age and in any environment. She has been working with a mentor for over 7 years and believes that this relationship has cultivated personal growth and has positively impacted the trajectory of her professional life. She is also currently serving on the Board of Directors of the Autism Society of the Fox Valley, and is host of the ASFV Parent Support Group.
Updating Your Resume for the Changing Job Market

COVID-19 has changed everything – and the new economy requires you to come up with creative ideas and inventive solutions to making yourself more marketable. Have you updated your resume lately? Are your recent achievements listed? Remote work assignments mentioned? Updating your resume isn’t always about typeface and formatting. In this class, we’ll take a look at skills, competencies, and achievements. We’ll help you create new ones and help you improve upon what you have. Better content equals better responses.

In this online resume class, we will cover:

• How to customize your resume for the job you want
• How to position your background as "perfect" for the job you are seeking
• How to catch the eye of recruiters and headhunters
• How to pack your resume with quantifiable achievements

Whether you have recently been furloughed or lost your job due to the pandemic, be sure to attend this ONLINE class to update your resume for the new economy!

Date: Wednesdays, October 14, 21, 28
Time: 6:00pm - 7:30pm
Fee: $39
Location: ONLINE
Instructor: Tammy Brunette, M.S.E. is a Senior Student Affairs Coordinator and Global Career Development Facilitator on the UWO, Fox Cities Campus, Menasha, WI.

Online Class

LinkedIn / Networking

Are you ready to enter an industry, make a career change, or grow in your current company/field with professional development opportunities? Recent studies show anywhere between 70-80% of positions are found through networking and not just submitting your job application and resume. This course will explore a variety of networking opportunities and skills. Topics included: basic networking skills, where and how to effectively network, developing your elevator pitch, what is LinkedIn, why should YOU be on it, and how to make it work for you.

Date: Wednesday, September 16
Time: 6:00pm - 8:00pm
Fee: $29
Location: ONLINE
Instructor: Emily Hoffmann, Career Advisor, UW Oshkosh

Online Class

Writing Winning Resumes and Cover Letters

So you know what job or career you want—but how do you get it! Professional communication is vital, regardless of industry, and to get past the software systems and hiring managers, your documents must reflect the best version of yourself. This course will provide a brief overview on cover letters, resumes, references, and thank you notes. Class will be packed with lots of information—so be sure to have your laptop or pen and paper ready to take notes!!

Date: Wednesday, September 23
Time: 6:00pm - 8:00pm
Fee: $29
Location: ONLINE
Instructor: Emily Hoffmann, Career Advisor, UW Oshkosh

Online Class

Servant Leadership

Servant Leadership is a belief that organizational goals will be achieved on a long-term basis only by first facilitating growth, development and general well-being to the individuals who make up the organization. Servant Leadership dives into a leadership style where serving others comes first. Suggested Reading: The Servant by James Hunter. Participants can purchase text through Amazon.com or a local bookstore. If you own a Kindle, downloads may be free.

Dates: Tuesdays, November 10, 17 (2 weeks)
Time: 6:00pm - 8:00pm
Fee: $49
Location: ONLINE
Instructor: Jenn Endries

Online Class

Phone Interviewing

Even before the world went virtual, phone interviews were the first round of candidate eliminations. This course will review all the necessary components of a successful phone interview. Topics include: how to handle the phone interview offer, company research and prep, what to do the day of, and follow up expectations.

Date: Wednesday, October 14
Time: 6:00pm - 8:00pm
Fee: $29
Location: ONLINE
Instructor: Emily Hoffmann, Career Advisor, UW Oshkosh

Online Class
Communication Intelligence:

*Understanding the distinction between Coaching, Consulting and Counseling*

Learn the tools you need to have the tough conversations with your teammates. Practice those skills so you may put them to work today! Delve into real-life topics so that you may tackle the problems that are brought to your attention, deal with strong personalities, and create accountability within your team. Obtain the skills to have the difficult conversations, learn to empower your team to handle difficult situations, and establish how to set appropriate boundaries.

**Date:** Tuesday, October 6  
**Time:** 8:00am - 10:00am  
**Location:** UW Oshkosh Lincoln Hall, 608 Algoma Avenue, Oshkosh (in-person, virtual option available)  
**Fee:** $75 ($5 off if registered by September 4)  
**Instructor:** Allison Garner, CPC, ACC, MBA  
**CEU:** 0.2

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**YOU Can Strengthen Your Work Culture**

During these fun four morning workshops, the instructor will highlight and encourage the mindset that we can all be leaders and inspire others. We just need the self-awareness and tools to do so! No matter where you land in your organization’s hierarchy, if you are interested in bringing your best self to your work world, please join us. You will discover unique ways to develop and grow…ultimately motivating those around you to do the same.  

**Modules:**
- Who You Are at Work  
- Respecting Your Internal Customers  
- Courageous Communication is Critical  
- Emotional Intelligence Matters  

**Dates:** Thursdays, October 22, 29, November 12, 19  
**Time:** 8:30am - 11:30pm  
**Location:** UW Oshkosh Lincoln Hall, 608 Algoma Avenue (in-person)  
**Fee:** $235 per workshop or take all 4 for $799  
**Instructor:** Stacy Shapiro

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**Triple Threat: Leadership Series for High Impact Leaders**

This course is designed as a three-week immersion into critical leadership skills. Each section has at least 90 minutes to 2.5 hours on-line element, which may be taken at any time, followed by a 60 to 90-minute virtual coaching session.  

- **Session 1:** Professional Presence with instructor Kristin Bock  
- **Session 2:** Self-Awareness with instructor Lorinda Lewis, Ph.D., DBA  
- **Session 3:** Powerful Conversations with instructor Allison Garner, CPC, ACC, MBA  

**Date:** Available at anytime on-line  
**Fee:** $1,499 (discount available for multiple employees from the same organization)
Difficult Conversations: Beyond Basic Motivational Interviewing

Motivational Interviewing (MI) is a best practice approach recognized by most helping professionals. This workshop will provide a very brief overview of basic MI concepts of the MI spirit, MI process and OARS; then will provide opportunity for attendants to define their own difficult participant scenario and address it with more advanced MI approaches. Topics will likely include Trauma Informed Care, resistance, discord, preparatory and mobilizing change talk and how to plan with stressed/traumatized or mandated participants.

**Date:** Friday, September 18  
**Time:** 9:00am - 1:00pm  
**Location:** James P. Coughlin Center, 625 E. County Rd. Y, Oshkosh (in person)  
**Fee:** $99  
**Presented by:** Malinda Marasch  
**CEH/CEU:** 4.5 CEHs/0.4 CEUs

Adolescent Sexual Behavior: What Is Normal, Healthy Adolescent Sexual Behavior These Days?

Human service professionals and social workers interacting with adolescents and/or parents of adolescents face a myriad of challenges related to understanding an ever-evolving developmental world. One area of adolescent development that is often the most uncomfortable and awkward to explore with youth and/or their parents is adolescent sexuality.

This workshop will enhance participants’ knowledge of the cultural landscape of an adolescent’s sexual world and better-inform their engagement skills. Participants will understand how critical it is for them to understand this aspect of adolescent development, as it can save lives, improve health outcomes for adolescents and enhance parent-teen relationships.

**Date:** Friday, November 13  
**Time:** 9:00am - 1:00pm  
**Location:** Jack Russell Memorial Library, 100 Park Ave., Hartford (in person)  
**Fee:** $99  
**Presented by:** Renee Wilberg, MSSW, LCSW  
**CEH/CEU:** 4.5 CEHs/0.4 CEUs

Managing Ethics and Boundaries with a Clinical Lens

This workshop will provide participants with a better awareness of the complicated nature of professional ethics and boundaries, especially as it relates to clinical services. An ethical decision-making process will be utilized as a variety of ethical scenarios are discussed in an interactive format. Participants will learn about the importance of assessing various aspects of their services and related policies and procedures to protect clients and staff and reduce professional risk. Participants will also gain knowledge on how to utilize the NASW Code of Ethics in managing ethical dilemmas in clinical practice settings.

**Date:** Friday, October 16  
**Time:** 9:00am - 1:00pm  
**Location:** Oak Park Place, 2205 Midway Rd., Menasha (in person)  
**Fee:** $99  
**Presented by:** Jeanne Wagner, MSW, LCSW, ACSW  
**CEH/CEU:** 4.5 CEHs/0.4 CEUs
Learning in Retirement: All the Fun of Learning Without Homework, Tests or Grades.

Are you looking for something to keep yourself sharp, active and involved? Learning in Retirement (LIR) is a self-directed, membership-based association of people 50+, offering learning opportunities to its members. LIR has expanded its course offerings to include Fox Cities’ locations. Fall semester programs may be held virtually to accommodate social distancing.

LIR Membership fee includes:
• Learning sessions led by experts
• Peer teaching
• Member-led interest groups

Fee: $100 for the academic year
For more information and to register, visit: uwosh.edu/lir
920-424-0876 or lir@uwosh.edu
Registered Environmental Health Specialist/Registered Sanitarian Exam Online Prep Course

Prepare for the Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS) exam with this eight-week, 16-hour, online prep course. Broken down by exam topic areas, this preparation course will give you the resources you need to pass the exam. Study the various topics you need to know and gain the depth of knowledge you’ll need to be successful. Make the most of your study time by targeting your efforts on relevant information.

The course includes:
- 100% online instruction
- A comprehensive study guide
- Opportunities to study with peers
- Sample exam questions
- Overview of the application process

Dates: September 14 - November 6
Fee: $335-435, discounts available for military

Online GRE Test Prep Course

The UW Oshkosh GRE Prep Class is ideal for those seeking to begin an advanced degree from a wide range of fields. Our GRE preparation curriculum is a program developed by a test-preparation experts. You’ll receive 24 hours of targeted instruction to help you fully prepare for the GRE. In addition, the GRE Prep Class course materials include GRE practice tests, so you can practice the skills and strategies you are learning in class on real test questions. You’ll master strategies to improve your GRE score with the help of experienced GRE instructors who care about your success.

Dates: Variety of start dates – visit uwosh.edu/conted for details
Fee: $749

ACT Prep Course

This program provides 12 hours of instruction in the four academic areas and teaches writing strategies to assist students in the essay part of the ACT exam. Participants will receive an orientation to the ACT and the opportunity to take two official retired ACT tests, as well as additional quizzes. The instructors will teach test-taking strategies for each of the components and for the entire test, and students will practice with printed materials where test-taking tips can be applied and reinforced. Finally, students will complete interactive skill drills in their individual deficit areas, which are measured by the diagnostic test.

Dates: Saturdays, October 10 - November 14
Time: 9:00am - 12:00pm
Location: Lincoln Hall, 608 Algoma Blvd., Oshkosh (in person)
Fee: $200

Northeast Wisconsin Suicide Prevention Summit

Topics to include: Law enforcement/public safety, video gaming & mental health, social media, support acupuncture/yoga, faith & suicide, eating for a healthy mind, farmers, holistic ways to deal with suicide, mindfulness, suicide in elderly, resilience training, addictive behaviors/alcohol & drug abuse.

Visit our website for more information!

Dates: Thursday, October 22
Time: 9:00am - 4:00pm
Location: Liberty Hall, 800 Eisenhower Dr., Kimberly (in person)
Fee: $129
CEH/CEU: 6 CEHs/0.6 CEUs

Test Prep Conferences

Adolescent Health Symposium
February 18-19, 2021 in Madison, WI

Adult Student Recruitment & Retention Conference
March 8-9, 2021 in Madison, WI

Visit uwosh.edu/conted for more information!
Online Paralegal Certificate Courses

The demand for trained legal professionals has never been higher. Major corporations, healthcare facilities, insurance companies, government agencies and law offices all employ graduates of these programs. Visit our website for detailed course information including available formats, syllabi, schedules and textbooks:
https://www.legalstudies.com/schools/
Fond du Lac: https://uwosh.edu/fdl/continuing-education/online/
Fox Valley: https://uwosh.edu/fox/continuing-education/online-learning/

Paralegal Certificate Course©
14-weeks

This intensive, nationally acclaimed program is designed for beginning as well as advanced legal workers. Students will be trained to interview witnesses, investigate complex fact patterns, research the law, prepare legal documents, and assist in preparing cases for courtroom litigation. The instruction is practice-oriented and relates to those areas of law in which paralegals are in most demand. There are no prerequisites to take the course, but students will be expected to complete a significant amount of homework for each session. This program will help students increase their office's efficiency, productivity, and billable hours as well as learn new marketable job skills.

Curriculum is available in an Instructor-led Online, Live Lecture and Independent Study Formats. Students are able to log on anytime anywhere to complete weekly assignments, tests and quizzes.

Fee: $1395

Other Affordable Courses

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Legal Nurse Consultant</td>
<td>$895</td>
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<tr>
<td>Software Essentials</td>
<td>$729</td>
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<tr>
<td>Advanced Legal Research &amp; Writing</td>
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<td>Personal Injury</td>
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<td>Employment Law</td>
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<td>Intellectual Property Law for Engineers</td>
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<td>Legal Secretary</td>
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<td>Legal Investigation</td>
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<td>Alternative Dispute Resolution</td>
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<td>Victim Advocacy</td>
<td>$729</td>
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<tr>
<td>Law School Prep</td>
<td>$300</td>
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Advanced Paralegal Certificate Courses

These advanced topics build upon the nationally acclaimed Paralegal Certificate Course©. These classes allow students to extensively build upon their knowledge of law and paralegal studies with classes in specialized facets of contemporary law. Students complete six topics to earn the Advanced Paralegal Certificate.

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Advanced Legal Research</td>
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<td>Alternative Dispute Resolution</td>
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<td>Business Law</td>
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<td>Constitutional Law</td>
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<td>Immigration Law</td>
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<td>Education Law</td>
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<td>Estate Planning</td>
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<td>Victim Advocacy</td>
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<td>Water Law</td>
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Curriculum is available in an Instructor-led Online, Live Lecture and Independent Study Formats. Students are able to log on anytime anywhere to complete weekly assignments, tests and quizzes.

Fee: $2100 ($350 each for six topics)

Textbooks and Westlaw subscriptions are not included in tuition pricing. All required materials are listed on the CLS website and can be purchased online or over the phone.
http://www.legalstudies.com/bookstore or 1-800-522-7737
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Select which campus you will attend:

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STATE ZIP

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EMAIL (Please provide email address. This will be our main method of communicating with you).

How did you hear about us? If you have a course catalog, where did you get the catalog (i.e. in the mail, at the library or senior center)?

<table>
<thead>
<tr>
<th>COURSE TITLE</th>
<th>CAMPUS</th>
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FEES ARE DUE WITH REGISTRATION

PAYMENT METHOD: Login online to pay by debit/credit, or make check payable to UW Oshkosh and remit with this form to the address above.

Need another registration form? Feel free to make a copy!

Suzanne Lawrence, Director of Continuing Education for Access Campuses | lawrences@uwosh.edu
Discovering Portugal
Sept. 19–28, 2021
World-renowned cuisine, historic cities, centuries-old castles, award-winning vineyards, narrow cobbled streets, rocky coasts, turquoise beaches and more! Portugal, the longest-lived of Europe's modern empires, has a rich culture and history with unforgettable sights and experiences that should be on your bucket list!

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$99 down to hold your spot!

New York City Theatre Tour
Group 1) Wednesday, May 26 - Sunday, May 30, 2021
Group 2) Wednesday, June 2 - Sunday, June 6, 2021