

MSU Extended University



# Workforce *and* Professional Development

COURSE CATALOG



Choose from 20 great courses at MSU and in our Downtown Education Center. Catalog includes Montana State Online courses, too!

## Spring 2012

### Course schedule

- Business/Home Software ..... p. 3
- Graphics/Multimedia ..... pp. 3-4
- Business/Entrepreneurship ..... pp. 4
- Current Events/Issues ..... p. 5
- and more!



## Extended University Courses • Spring 2012

Class	Hours	Dates	Times	Location	Fee	Instructor
<b>BUSINESS/HOME SOFTWARE APPLICATIONS</b>						
Excel Level I	9	Feb. 22, 23, 27	5:30-8:30pm	Downtown	\$98	Julie Heard
Excel Level II	9	April 3, 5, 9	9am-Noon	Downtown	\$98	Julie Heard
Access Level I	9	Feb. 27, 29, March 5	9am-Noon	Downtown	\$98	Connie Campbell
Access Level II	9	April 9, 11, 16	1-4pm	Downtown	\$98	Connie Campbell
Introduction to QuickBooks	9	Feb. 21, 22, 23	9am-Noon	Downtown	\$119	Christina Riffle
<b>GRAPHICS/MULTIMEDIA</b>						
InDesign Basic	12	Feb. 28, March 1, 6, 8	5:30-8:30pm	Downtown	\$125	David Ashcraft
InDesign Collaboration Lab <b>NEW</b>	4	March 27, 29	6-8pm	Downtown	\$59	David Ashcraft
Illustrator Basic	12	April 10, 12, 17, 19	5:30-8:30pm	Downtown	\$149	Chris Schultz
Photoshop Basic	15	April 11, 16, 18, 24, 26	5:30-8:30pm	Downtown	\$174	Sukha Worob
Dreamweaver Basic	12	Feb. 1, 6, 8, 13	5:30-8:30pm	Downtown	\$149	Connie Campbell
Dreamweaver Special Topics - Cascading Style Sheets <b>NEW</b>	6	March 20, 22	9am-Noon	Downtown	\$89	Connie Campbell
<b>BUSINESS/ENTREPRENEURSHIP</b>						
Search Engine Optimization (SEO) <b>NEW</b>	3	Feb. 15	6:15-9:15pm	MSU campus, Gaines 143	\$59	Jake Cook
How to Start a Business in Montana <b>NEW</b>	3	Feb. 9	6:15-9:15pm	MSU campus, Gaines 148	\$59	Anna Felton
Cash Flow <b>NEW</b>	3	April 26	1-4pm	MMEC*	\$59	Julie Kostelecky
Magazing Writing Hands-on Workshop	9	April 30, May 2, 7	5:30-8:30pm	Downtown	\$119	Jean Arthur
Using Online Marketing to Grow Your Business / Organization	12	March 19, 21, 26, 28	5:30-8:30pm	Downtown	\$145	Jake Cook
<b>PROGRAMMING</b>						
Visual Basics for Access <b>NEW</b>	6	April 23, 25	5:30-8:30pm	Downtown	\$89	Connie Campbell
<b>FITNESS AND HEALTH</b>						
Personal Trainer Preparation Course	40	M/W March 26-May 2 + some Saturdays	6-8:30pm + 8-11am	MSU Gaines 43 + Fitness Ctr	\$395	Matthew Parks
<b>CURRENT EVENTS AND GLOBAL ISSUES</b>						
Bikinis in Winter? Climate Change in the Northern Rockies <b>NEW</b>	6.75	Feb. 20, 27, March 5	6:15-8:30pm	MSU campus, Gaines 148	\$84	Twila Moon
Introduction to Water Resources (ENSC 272) <b>NEW</b>	3 cr.	M/W Jan. 11 - Apr. 27	3:30-5pm	MSU campus, Gaines 143	\$634.65	Gretchen Rupp
<b>HEALTHCARE</b>						
Psychiatric/Mental Health for Primary Care Providers	2	Take online between Feb. 1 and March 16 Registration closes Feb. 17. See p. 6		Recorded Webinar series	\$25 each	Varies
<b>AVIATION</b>						
Flight Ground School (take for credit or non-credit; see web site)	30	M, Jan. 16-April 23	6-8pm	MSU campus, Reid 201	See Website	Ryan Haskins

Extended University's Downtown Education Center is in Room LL10 of the Alfred M. Stiff Professional Building at 20 E. Olive (behind the downtown post office). Some courses require purchase of a book and/or materials. See online course descriptions for details or call 994-6683.

\*MMEC is the Montana Manufacturing Extension Center, located just south of the Museum of the Rockies and Bobcat Football Stadium

Computer courses require the purchase of a textbook, available through the MSU Bookstore. Also, students enrolled in EU computer courses can purchase software from Adobe, Microsoft and Quickbooks through the MSU Bookstore at student prices.

# Course Descriptions Spring 2012

## BUSINESS/HOME SOFTWARE

### Excel Level I

Jump start your knowledge of Excel with this interactive, hands-on course. After an introduction to spreadsheet terminology and Excel's window components, you will learn how to use the help system and navigate worksheets and workbooks. Develop your skills by entering and editing text, values, formulas, and pictures. You will also learn about moving and copying data; absolute and relative references; and ranges, rows, and columns. In addition, increase your skills by learning simple functions, basic formatting techniques, and printing.

Feb. 22, 23, 27 5:30-8:30pm Downtown

### Excel Level II

Hone your Excel skills by learning to use multiple worksheets and workbooks efficiently. Sort worksheet rows, freeze headings and split worksheet windows. Discover how to insert art; draw, move, size, rotate and add styles; and create SmartArt. Use Office templates and create custom templates. Learn about worksheet protection, setting a password and digital signatures. Copy and move worksheets, copy formatting between worksheets and use linked formulas.

April 3, 5, 9 9am-Noon Downtown

### Access Level I

Learn how Access can simplify your database-driven life. You will open, navigate, and close database objects; view forms and reports; and look at queries. You will add records to a table using the datasheet and a form and use a database to sort, delete, edit, and filter records. You will design and create your own database, generate reports, create queries, and build a table from an Excel worksheet. You will create tables using Table Design View, append records to a table, work with queries and wizards, and learn about database management. Finally,

you will modify table structures, set Lookup fields and field properties, and analyze and document a database.

Feb. 27, 29, March 5 9am-Noon Downtown

### Access Level II

Maximize Access's more advanced features. Learn how to design a relational database to include developing queries, creating forms, modifying form layout and customizing input forms. In addition, create custom reports and create labels using the label wizard.

April 9, 11, 16 1-4pm Downtown

### Introduction to QuickBooks

This class provides hands-on computer lab experience on the basics of QuickBooks Premier Accountant Edition. This class will give a basic overview on accounting terms and principals. Learn how to create a company, enter credit card charges, write checks, create invoices, receive payments, make deposits, reconcile bank and credit card statements, pay bills, working with letters, modify preferences and templates. Bring a USB flash drive to practice backup and restore. You'll be able to apply all you learn to the QuickBooks Pro/Premier software.

Feb. 21, 22, 23 9am-Noon Downtown

## GRAPHICS/MULTIMEDIA

### InDesign Basic

Dive into the world of graphic design. Learn the basic features of Adobe InDesign CS4, as well as fundamental concepts and terminology. Create documents, place text and graphics, and create custom color swatches. Also, work with master pages and multi-page documents. Learn how to format text, apply styles, and work with threaded text frames. In addition, work with layers, as well as position and group objects. Finally, print documents, create print presets, and package documents for commercial printing.

Feb. 28, March 1, 6, 8 5:30-8:30pm Downtown

### InDesign Collaboration Lab **NEW**

Having issues applying what you learned in InDesign to your everyday projects? After many student/community requests, Extended University is offering a work session for you to work on your InDesign projects in class. Join us for the InDesign Collaboration Lab, where an expert instructor can assist you in bridging the gap from classroom to the real world. Come armed with your home, school or work design projects and plenty of questions. Take your learning to a new level and leave with a sense of satisfaction on your progress! *This class is for students who are currently working in InDesign. Bring your project on a flash drive. Please make sure your project is compatible with CS4. If working in CS5, please bring your own laptop.*

March 27, 29 6-8pm Downtown

### Illustrator Basic

You don't need to be a professional artist to create beautiful graphics using Adobe Illustrator. Learn to work with this vector-based graphics program. Become familiar with the Illustrator CS4 environment, then learn how to create simple illustrations by developing and manipulating shapes and by drawing and editing paths. You'll also learn to apply color, gradients, and transparency and work with text and layers.

April 10, 12, 17, 19 5:30-8:30pm Downtown

### Photoshop Basic

Create professional-looking images for both print and Web. You will identify the components of the Photoshop environment, learn about the differences between raster and vector graphics, and learn how to use Adobe Bridge. In addition, you will learn how to work with text, layers, and layer effects. Finally adjust, retouch, and resize images.

April 11, 16, 18, 24, 26 5:30-8:30pm Downtown

### Dreamweaver Basic

Would you like to create and modify web sites like a professional? Learn the program the professionals use. You will plan and define a Web site. Create pages, format text, and define structural elements. In addition, create and apply CSS style rules, as well as modify tables, images, and links. Furthermore, test and manage Web site files and publish a site.

Feb. 1, 6, 8, 13 5:30-8:30pm Downtown



**MSU  
BOOKSTORE**  
Student/Faculty owned since 1931

Extended University students receive student pricing (up to 80% discount) on software from Microsoft, Quickbooks and Adobe from the MSU Bookstore!

# Course Descriptions Spring 2012

## Dreamweaver Special Topics – Cascading Style Sheets **NEW**

Are you just getting started with CSS? Go a little deeper into CSS with this new 6 hour class, devoted just to CSS. Learn about descendants, children and inheritance. We'll work with backgrounds, lists, images, floats, columns, browser bugs and the box model. If we have time, we'll look at CSS3, including the new text and layout properties in CSS3.

March 20, 22      9am-Noon      Downtown

### BUSINESS / ENTREPRENEURSHIP

## Search Engine Optimization **NEW**

Ranking well in search engines is key for businesses looking to market themselves efficiently. We'll cover how search engines establish rankings, ways to research keywords, and how to optimize all content on a website. We'll also cover how to identify your ideal site visitor and measure traffic to your website. Attendees will leave with an understanding of basic SEO and step-by-step methods for helping their website rank better. *This course is brought to you by MSU Extended University and the Montana Women's Business Center, which is funded in part through a Cooperative Agreement with the U.S. Small Business Administration.*

Feb. 15      6:15-9:15pm      MSU Gaines 143

## How to Start a Business in Montana **NEW**

Participants will learn the factors they need to consider when choosing the best business entity (corporation, LLC, partnership, sole proprietorship, etc.) for their proposed enterprise including: tax consequences, liability, filing requirements with the Secretary of State, choosing a business name, and complexities at dissolution. Our discussion of tax implications will cover a wide array of topics including deductions for business expenses, filing estimated taxes, and self-employment taxes. We will cover city licensing requirements for particular types of businesses and how to draft supporting documentation to register different business entities (Articles of Incorporation, By-Laws, Articles of Organization, Partnership Agreements, etc.) While this course will not cover how to develop a business plan, participants will receive a list of low-cost and no-cost local resources available to assist new entrepreneurs with business planning

and financing. *This course is brought to you by MSU Extended University and the Montana Women's Business Center, which is funded in part through a Cooperative Agreement with the U.S. Small Business Administration.*

Feb. 9      6:15-9:15pm      MSU Gaines 148

## Cash Flow **NEW**

This training will show attendees how to create a budget for their business and will give useful tips for increasing and accelerating cash flow. Attendees will also review financial statements including balance sheets and income statements and illustrate the differences between net income on the income statement and cash flow. *This course is brought to you by MSU Extended University, MMEC and the Montana Women's Business Center, which is funded in part through a Cooperative Agreement with the U.S. Small Business Administration.*

April 26      1-4pm      MMEC

## Magazine Writing: Hands-on Workshop

Need help tuning up your writing to submit magazine articles to editors? This course examines magazine markets for freelance writers and focuses on writing for changing media. During workshop editing sessions, students will explore in-depth reporting, stylish writing and meticulously edited stories then create their own work. Students have the opportunity to produce magazine articles, receive editing suggestions and prepare stories for submission.

April 30, May 2, 7      5:30-8:30pm      Downtown

## Using Online Marketing to Grow Your Business/Organization

Learn how to market your organization more effectively online by using relevant content, social media, search engines and building an online community around your brand. We'll explore the advantages of "out educating" versus "out spending" your competition through business and nonprofit case studies. Plan on a hands-on course with group exercises supplemented by short lectures with a focus on identifying and speaking with your target market. You will leave with a basic online marketing outline for your business or nonprofit and access to a class website for future reference.

March 19, 21, 26, 28      5:30-8:30pm      Downtown

"I took Magazine Writing with Jean Arthur last spring. Jean's incredible skill in offering 'constructive criticism' provided just that—specific items to work on plus the encouragement to do so and move forward. I learned so much about writing and editing, and gained the much needed confidence, momentum and enthusiasm for writing to seriously consider a food blog. I am so glad I did. I am having so much fun writing about food, offering healthful recipes and sharing photographs. Before I took Jean's class, I had no idea I would enjoy this entire process so much."



—Janice Feuer Haugen, author of *Everyday Healthy! Everyday Delicious!*  
<http://blog.janicefeuerhaugen.com>

### PROGRAMMING

## Visual Basics for Access **NEW**

We'll discuss Event Procedures, the Visual Basic Editor and work with some basic code writing. We'll learn the basics of calculations and writing to the database from Visual Basic. **Prerequisite – prior knowledge and comfort with Access.**

April 23, 25      5:30-8:30pm      Downtown

### FITNESS AND HEALTH

## Personal Trainer Preparation Course

This course consists of extensive practical and theoretical training, including: basic anatomy and physiology, human movement science, client program design, injury prevention techniques, along with behavior modification and professional development topics. The classes will be lecture based including practical portions as frequently as possible. Lab time will consist of hands-on review of material in the fitness center to solidify concepts discussed in class. These classes will help individuals prepare to take any entry-level personal trainer certification

# Course Descriptions Spring 2012

exams from the major organizing bodies (ACSM, NASM, NSCA).

M/W, March 26–May 2 6-8:30pm MSU Gaines 43  
some Saturdays 8am-11am MSU Fitness Ctr.

## CURRENT EVENTS / GLOBAL ISSUES

### Introduction to Water Resources **NEW**

For working professionals as well as MSU students, this three-credit undergraduate course is an introduction to the science, uses, policy and management of fresh water resources, including hydrologic and ecologic processes, and related historic, policy, law and socioeconomic aspects.

M/W Jan. 11-Apr. 27 3:30-5pm MSU Gaines 143

### Bikinis in Winter? Climate Change in the Northern Rockies **NEW**

Noticing different birds in your backyard? Wondering what to expect for fishing in 50 years? In this short course, you'll find out what science has to tell us about the climate future of Montana and the Northern Rockies. The class includes an overview of climate science and then focuses on the impacts of climate change, including changes we are already seeing and ones we can expect down the road. This will be a unique opportunity to interact with climate scientists, learn more about our region's future and improve your understanding of this critical current issue.

Feb. 20, 27, March 5 6:15-8:30pm MSU Gaines 148

## HEALTHCARE

### Webinars for Primary Care Providers

See ad on p. 6

Take online between Feb. 1 and March 16 Online

## AVIATION

### Flight Ground School

Whether you want to fly commercial airliners or a small private plane, you must start with a basic ground school. At the completion of this course, you will be fully prepared to take the FAA written exam for the private pilot certificate. Learn basic aerodynamics, aircraft performance, aircraft power plant systems, airspace categories, flight instruments, meteorology, weight and balance, airborne emergencies, Federal Aviation Regulations (FARs), navigation and flight physiology.

M, Jan. 16–April 23 6-8pm MSU Reid 201

## MSU Online undergraduate courses

Hurry! Classes start Jan. 11 · Need help? [distance@montana.edu](mailto:distance@montana.edu)



**Civil Engineering and Construction: From the Ancient to the Modern (ECIV 220 CS)\*** Follow the advancement of civilizations through the lenses of civil engineering and construction. Consider decisions that we make as a society to protect the health of the public and the environment with our finite resources. For non-engineers and engineers alike! 3 credits.

**Exploring Digital Photography (MTA 112 IA)\*** Introduces technical and aesthetic ways of creating digital photographic images. Emphasis is on the production of photographic images, from acquiring them with digital cameras to manipulating them using computer software, such as Adobe Photoshop. 3 credits.

**Human Nutrition (NUTR 221 CS)\*** Basic concepts of human nutrition which include carbohydrates, lipids, proteins, vitamins, minerals, absorption, digestion, metabolism, and energy utilization as they relate to health and food consumption at different stages of the life cycle. 3 credits.

**Human Response to Stress (HDHL 410)** Analysis of human response to stress in relation to a variety of biopsychosocial factors; techniques for managing stress are also investigated. 3 credits.

**Indigenous Literature in the West. (NAS 253)** Examine Native American and First Nations literature and its relation to the American and Canadian West. We'll use classic American literature, historical non-fiction, and film to reflect upon what we mean when we refer to the "West." Also offered for graduate credit. 3 credits.

**Lifespan Human Development (HDCF 150 IS)\*** Examine cognitive, physical, social, and emotional domains in human growth and development from conception through adulthood, aging, and death. Classical and contemporary theory, current research, and practical applications for practitioners, teachers, and parents. 3 credits.

**Portfolio Design & Preparation (HORT 491)** Whether searching for a first job after college, moving up the career ladder, or providing samples of design work for a coveted project, compiling a professional portfolio of your work with updating capabilities is crucial for ongoing success. Open to all majors. 3 credits.

**Relationships and Family Systems (HDCF 263)** Explore relationship development and family functioning across the life cycle, including relationship formation (e.g., dating and mate selection); marital and other enduring unions; parenthood; termination of marriage or significant relationship (e.g., death or divorce); remarriage and stepfamilies. 3 credits.

**Western Civilization I (HSTR 101 IH)\*** Survey of the ancient Near East, Greece, Rome, and the European world to the end of the Reformation. Emphasis is on social, economic, and cultural history. 4 credits.

\*Meets Core 2.0 requirements.

To take these Extended University courses, students do not have to be admitted to an MSU degree program. If you have a disability for which you are or may be requesting accommodation(s), please contact Disabled Student Services (406-994-2824).

Register today at <http://eu.montana.edu/credit/>

For more online courses, visit [www.montana.edu/online](http://www.montana.edu/online)  
[distance@montana.edu](mailto:distance@montana.edu) · (406) 994-6550 · (800) 435-1286 (toll-free)

## Online professional development for Primary Care Providers

Access new information from the comfort of your home. Designed for non-mental health primary care providers who provide mental health care in their practices, these seven recorded webinars cover conditions that often present in the primary care setting. Continuing education units available. Enroll in any or all: \$25 per webinar (\$175 for all seven). Available Feb. 1-March 16. Registration closes Feb. 17.



### Diagnostics

### Pharmacotherapy

### Depressive Disorders

### Anxiety Disorders

### Bipolar Disorders

### Cognitive Disorders in the Older Adult

### Managing Neurobehavioral Crises

For course descriptions and to register, visit <http://eu.montana.edu/professional/> The Webinars are listed under "Mental Health."

This continuing nursing education activity has been approved by the Montana Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.

Questions? Contact: Molly Badzioch at [molly.badzioch@montana.edu](mailto:molly.badzioch@montana.edu) Sponsored by MSU College of Nursing Family Psychiatric Mental Health Nurse Practitioner Training Grant (HRSA D09HP15006)



## How to Register for Courses

Register and pay online at <http://eu.montana.edu/professional/>

- or Register in person: 200 Culbertson Hall, MSU (pink building across from Joe's Parkway)
- or Mail to MSU Extended University, PO Box 172200, Bozeman, MT 59717-2200
- or Fax your registration form to: (406) 994-6546

You can pay by check, credit card (MC, Visa) or Third Party Billing (Third party billing not available online; please mail, fax or deliver the paper registration form)

**For info: (406) 994-6683 • [ContinuingEd@montana.edu](mailto:ContinuingEd@montana.edu)**

Bozeman Chamber of Commerce, Big Sky Chamber of Commerce, Livingston Chamber of Commerce and Prospera Business Network members receive a 25% discount on most course fees less than \$200. Course materials fees are not discounted. Other restrictions may apply.

### NON-CREDIT COURSES ADMINISTRATIVE POLICIES

If minimum enrollment is not met, courses may be cancelled, in which case tuition and fees are fully refunded. When courses have a maximum, enrollment is processed on a first come/first served basis.

Full payment for courses is typically due at the time of registration. In accordance with Board of Regents policy, EU non-credit courses do not qualify for veteran/faculty/staff fee waivers. Financial aid is not available for non-credit courses.

Cancellations before a course begins will be assessed a processing fee. There will be no refunds after the course begins. Occasionally programs have special refund policies which are stated in the course description. Social security numbers are required in order to process refunds. Refunds on materials vary by program.

Many EU non-credit courses offer Continuing Education Units (CEUs) or OPI (Office of Public Instruction) renewal units for teachers. See Web site for details.

*If you have a documented disability for which you are or may be requesting an accommodation(s), you are encouraged to contact Extended University at (406) 994-6683. Please give 10 business days' notice prior to the first day of class.*

### FOR THE LATEST COURSE ANNOUNCEMENTS AND UPDATES, FOLLOW EXTENDED UNIVERSITY:



[www.facebook.com/MSUExtendedU](http://www.facebook.com/MSUExtendedU)



[www.twitter.com/MSUExtendedU](http://www.twitter.com/MSUExtendedU)



Receive our bi-monthly email updates. Send your email address to [Lesa.Pribyl@montana.edu](mailto:Lesa.Pribyl@montana.edu) or visit <http://eu.montana.edu/newsletter>

**Workforce & Professional Development**  
**Non-Credit Course Registration Form**  
 You can also register online at <http://eu.montana.edu/professional>



P.O. Box 172200 • 200 Culbertson Hall  
 Bozeman, MT 59717-2200  
 Ph: 406-994-6683 • Fax: 406-994-6546  
<http://eu.montana.edu/professional>

**1. REGISTRATION INFORMATION** *(See bottom section for payment options.)*

Last Name	First Name	Middle Initial
Mailing Address	City	State ZIP
Home Phone	Work or cell phone	Email address

**2. DISCOUNTS**

A 25% discount is available for members of the Bozeman, Big Sky and Livingston Chambers of Commerce and Prospera Business Network on non-credit courses less than \$200 (No discount on material fees). Check appropriate box below and write discounted price in Part 3.

Chamber member:  Big Sky  Bozeman  Livingston  Prospera Business Network member  Bozeman city employee  
 Name of Business: \_\_\_\_\_ Please fill out third party billing information below

**3. COURSE INFORMATION**

If eligible for a discount, or Bozeman city employee, write your discounted price instead of full price.

Course Title	Start Date	Price

**4. PAYMENT METHOD**

Please note the **Cancellation/Refund Policy at left.**

My check is enclosed (Make checks payable to MSU) check # \_\_\_\_\_  
 Please charge the credit card as authorized below: \$ \_\_\_\_\_ (Max Amount)

Card Type (Visa or MC) Number: \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVV Code \_\_\_\_\_  
 Name on Card: \_\_\_\_\_ Billing Address: \_\_\_\_\_

Card Authorized Signature: \_\_\_\_\_

Please bill third party (Please fill out information below).

Company Name and Billing Address \_\_\_\_\_

Name and Phone Number of Authorized Party \_\_\_\_\_

Authorized Signature (must match name above) \_\_\_\_\_

I certify I am authorized to and will accept payment responsibility for the above student registration.

**Fax or mail completed form to**  
 MSU Extended University  
 P.O. Box 172200 • Bozeman, MT 59717-2200  
 Ph: 406-994-6683 • Fax: 406-994-6546  
**or register online at:** <http://eu.montana.edu/professional>

**Have an MSU Continuing Education course idea?**  
**Take our survey at <http://eu.montana.edu/surveys>**  
**or call Lesa Pribyl at (406) 994-7441**

Or Current Resident

**Go back to school....learn a new skill....enhance your career....at MSU**

# Spring 2012

MSU Extended University is an academic outreach unit of Montana State University that enhances access to high-quality formal and informal education for a diverse community of learners in Montana and beyond.

- **Montana State Online:** Distance learning courses, programs, degrees and certificates; faculty/student support and research.

[www.montana.edu/online](http://www.montana.edu/online)

- **Office of Continuing Education:** Continuing education and professional development; credit and non-credit courses and programs

<http://eu.montana.edu/ContinuingEd>

- **Burns Technology Center:**

Educational technologies and public outreach to MSU's larger community

<http://eu.montana.edu/outreach>

<http://eu.montana.edu>

## New courses this semester...



**InDesign Collaboration Lab**

**Search Engine Optimization (SEO)**

**Dreamweaver Special Topics:  
Cascading Style Sheets**



**How to Start a Business in Montana**



**Cash Flow**

**Visual Basics for Access**



**Bikinis in Winter?**

**Climate Change in the Northern Rockies**



**Introduction to Water Resources**

**PLUS LOTS OF OTHER GREAT CLASSES!**