

*British Columbia Institute of Technology*



*part-time studies*

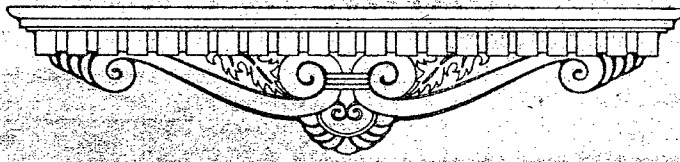
# SPRING

*1990*

BUSINESS  
ENGINEERING TECHNOLOGY  
TRADES TRAINING

**BCIT**

REGISTRATION IS OPEN NOW 434-1610  
Use your MasterCard or Visa  
SPRING TERM STARTS APRIL 9



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### Changes to Curricula, Regulations and Services

Although it is proposed to adhere to the courses and programs of study as set forth in this advertising supplement, the Institute reserves the right to make, without prior notice, whatever changes are deemed necessary to the programs of study, services or regulations. The Institute reserves the right to cancel any course, program or service.

## MISSING - 10,000 BCIT GRADS!

**W**e need to find YOU so that we can keep you informed of what's happening at BCIT.

How has your career prospered since leaving BCIT? Have you moved or married?

The news in your life is important to us so that we can tell you what's new at BCIT.

**D**on't be one of the missing. Please fill out and return this form to the BCIT Alumni Affairs Office, 3700 Willingdon Avenue, Burnaby, B.C. V5G 3H2.

Name \_\_\_\_\_

Address \_\_\_\_\_

Postal Code \_\_\_\_\_ Phone \_\_\_\_\_

### CLASS LOCATIONS

**BBY**  
Main Campus  
3700 Willingdon Avenue, Burnaby

**COQ**  
Coquitlam College  
1100 Winslow, Coquitlam

**DEC**  
Downtown Education Centre  
549 Howe Street, Vancouver

**HAS**  
Ingleton Plaza  
#207-3900 East Hastings Street, Burnaby

**OC**  
Off Campus. TBA.

**RIC**  
#110-11100 Bridgeport Road, Richmond

**SEA**  
Sea Island  
5301 Airport Road South, Vancouver Airport

**SRY**  
Princess Margaret School  
128th Street and 72nd Avenue, Surrey

### CLASS TIMES

Classes at all sites run for 3 hours per night, 1 or 2 nights a week, Monday through Thursday, UNLESS OTHERWISE NOTED IN COURSE DESCRIPTION OR AT REGISTRATION.

BURNABY (BBY) TRADES 1900-2200

BURNABY (BBY) TECHNOLOGY 1845-2145

COQUITLAM (COQ) 1845-2145

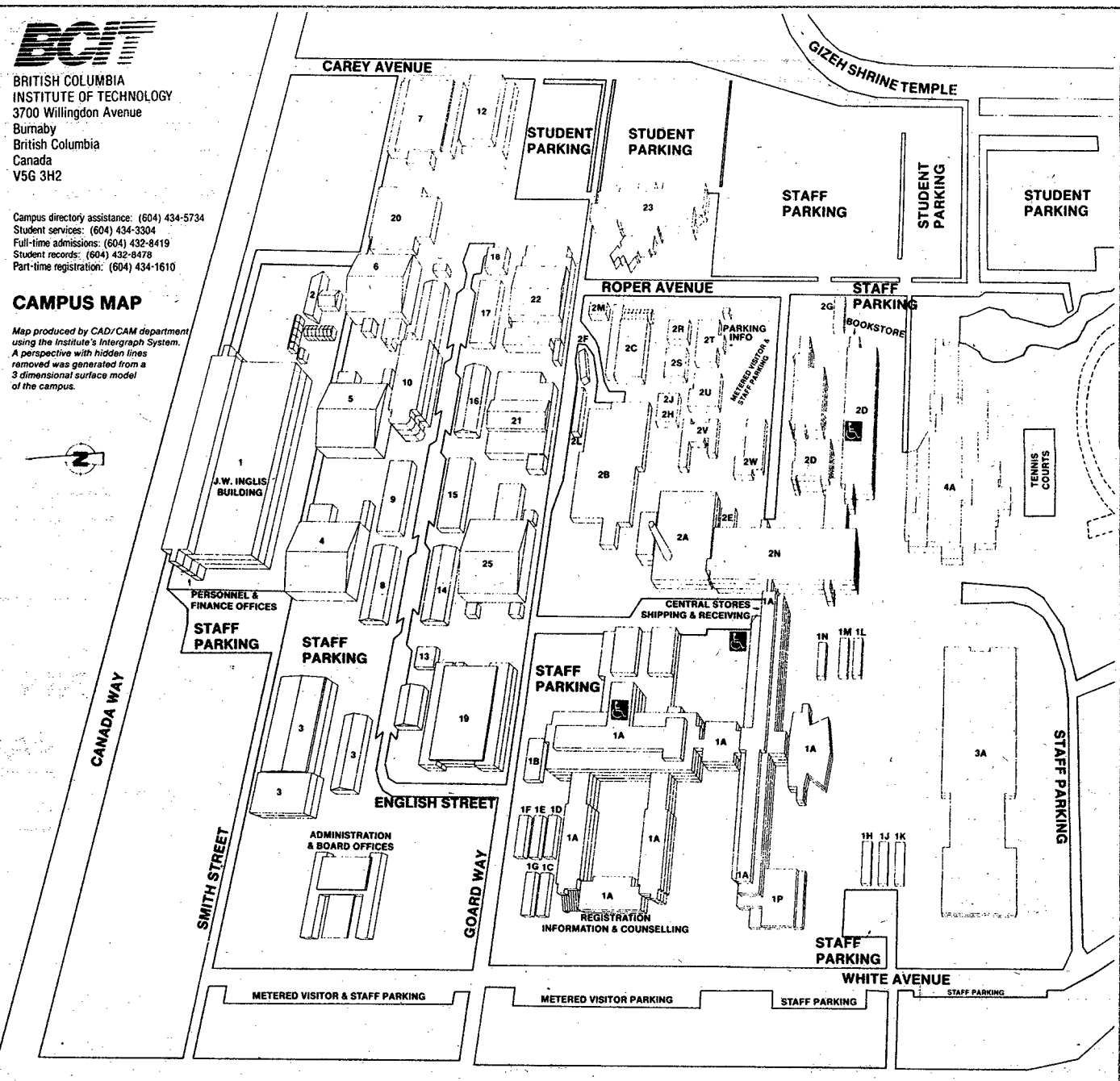
DOWNTOWN EDUCATION CENTRE (DEC) 1730-2030

HASTINGS ST. (HAS) 1845-2145

RICHMOND (RIC) 1845-2145

SEA ISLAND (SEA) 1900-2200

SURREY (SRY) 1900-2200



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Budding entrepreneurs from the first class of the Venture Program are (left to right) Charles Holmes, Elk Ebert, Cliff Neyedli, Wayne Wolchuk, Karen Garton and Adam Fishman.

## Venture Program Launches Entrepreneurs

What does an organic farmer have in common with an adventure tourism organizer or a floral designer with a computer software developer?

An entrepreneurial drive and the commitment to learn the skills needed to turn an idea into a thriving business.

That would also explain why these four business people, along with 12 others from a variety of different academic and professional backgrounds, are enrolled in the first class of BCIT's new Venture Program.

The program is an intensive three-month course that concentrates on successful business planning and business start-up. It is geared to individuals whose business idea has reached the "prototype" stage. The focus is on defining a product or service for the marketplace and on establishing the related business.

"The program is geared towards the practical situations that a start-up business would encounter," says Program Advisor Ken Takeuchi. "It is definitely not a business theory course, although some theory is covered."

"The bulk of the course involves participants rolling up their sleeves and developing their own business plans. Each leaves the program with a plan in hand which will be used to approach potential investors or financiers."

According to Takeuchi, the Venture Program participant may be someone who has an idea which is close to the prototype, product or service stage; someone who already has a business which is not progressing satisfactorily; or someone who is working for a company but has developed a product independently which he/she feels may have potential.

Participants want to learn how to maximize their business opportunities. Some, who may have come into the program earlier in the conceptual stage of their business, want to find out if their business ideas are sound.

"When we review applications for the program," Takeuchi explains, "we're looking for probable business success that will create jobs and improve the economy. That's the bottom-line as far as we're concerned."

"I'm sold on the program," adds Takeuchi, whose background includes a broad range of corporate and entrepreneurial activities. "If this program had been available when I was starting out, I would have saved myself years of time and thousands of dollars just by having this kind of condensed training."

"I'm impressed with the quality of the individuals who have applied. They're very success-oriented."

## MARKETING MANAGEMENT TECHNOLOGY

OFFERS BUSINESS CERTIFICATES IN:

- General Marketing
- Technical Sales
- Marketing Communications
- International Marketing
- Tourism

## Administrative Management

**ADMN 100 Microeconomics** **\$160**  
Provides a basic understanding of microeconomic concepts. Deals with the functioning of the marketplace and behavior in different competitive environments.

Apr 09	Mon/Wed	6 wks	BBY	CRN 44922
				54994
Apr 10	Tues/Thurs	6 wks	BBY	47874
				55392

**ADMN 110 Management 1** **\$160**  
A practical and theoretical introduction to the principal functions of modern management.

Apr 09	Mon	12 wks	BBY	CRN 43864
				49814
			DEC	45937
Apr 10	Tues	12 wks	BBY	43870
			DEC	43888
Apr 11	Wed	12 wks	BBY	43897
			DEC	43918
Apr 12	Thurs	12 wks	BBY	43905
Apr 17	Tues/Thurs	6 wks	SRY	46139
				<b>WEEKLONGS 0900-1700</b>
Apr 23	Mon-Fri	1 wk	DEC	53998
Jun 11	Mon-Fri	1 wk	BBY	50639
Jul 09	Mon-Fri	1 wk	DEC	69123
Jul 30	Mon-Fri	1 wk	BBY	73631

**ADMN 124 Supervisory Skills** **\$160**  
Will increase your confidence and leadership abilities and establish a foundation for further training in supervision and management.

Apr 10	Tues/Thurs	6 wks	DEC	CRN 44030
Apr 11	Wed	12 wks	BBY	44048
Apr 16	Mon/Wed	6 wks	SRY	47684
				55016
Apr 17	Tues/Thurs	6 wks	SRY	50621
				<b>WEEKLONGS 0900-1700</b>
Jun 11	Mon-Fri	1 wk	DEC	44056
Jul 09	Mon-Fri	1 wk	DEC	69137

**ADMN 127 Training Techniques** **\$160**  
Helpful to people with responsibility for training personnel in business, industry, government and other institutions.

Apr 10	Tues	12 wks	BBY	CRN 52522
				<b>WEEKLONG 0900-1700</b>
Jun 04	Mon-Fri	1 wk	BBY	49809

**ADMN 200 Macroeconomics** **\$240**  
Provides a basic understanding of macroeconomic concepts and current issues. Gives students a good understanding of how and why the economy works as it does.

Apr 09	Mon/Wed	9 wks	BBY	CRN 55406
	Mon/Thurs			43954
Apr 12	Thurs	18 wks	BBY	44889

**ADMN 201 Counselling 1** **\$160**  
Demonstrates that communication skills can be learned and that, through training, everyone can learn to become an effective communicator.

Apr 10	Tues	12 wks	BBY	CRN 44108
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**ADMN 204 Human Resource Management** **\$160**  
An overview of the functions and issues facing human resource management organizations. Students should have completed ADMN 110 and ADMN 211 before enrolling in this course.

Apr 09	Mon	12 wks	DEC	CRN 49939
Apr 10	Tues	12 wks	BBY	44075
				<b>WEEKLONG 0900-1700</b>
Apr 11	Mon-Fri	1 wk	BBY	44081

**ADMN 205 Selection Interviewing** **\$160**  
For people who are called upon to interview applicants for employment. Prerequisite: ADMN 204 is recommended but not required.

Apr 09	Mon	12 wks	DEC	CRN 47673
Apr 10	Tues	12 wks	BBY	44094
				<b>WEEKLONG 0900-1700</b>
Jun 25	Mon-Fri	1 wk	DEC	53015

## VENTURE PROGRAM

Starting a promising venture? Want to improve your odds?

BCIT has the program for you. Enrolment in the Venture Program is limited. Register now! The next starting date is Monday, April 9.

The VENTURE PROGRAM is NOT about becoming an entrepreneur — you are already committed. Your 2 to 3 months with us will be spent developing the techniques which will greatly increase your likelihood of success — achieving maximum personal effectiveness, improving your marketing focus, tightening your strategic plan, attracting appropriate financing, overcoming risk and building your resource base and access to key contacts. Ultimately you will leave with a fully operational document — your business plan. Your final exam will be given by the marketplace.

Write us in confidence. Give a brief description of your business. Tell us about your background and experience in your field. Indicate what you want to achieve in this program.

Act quickly — enrolment is very limited.

Write to:  
**THE VENTURE PROGRAM**  
Business Client Studies  
School of Business, BCIT  
3700 Willingdon Avenue  
Burnaby, B.C. V5C 3H2  
Enquiries: 432-8774 or 432-8767

**Special Note:**  
An information evening will be held **Wednesday, March 7 at 7 p.m.** on the BCIT Campus in the Venture Program Centre, 3rd floor, ATTC building.





### ADMN 211 Management 2

A continuation of the study of ADMN 110 management functions. Prerequisite: ADMN 110.

Apr 09	Mon/Wed	6 wks	DEC	CRN 44854
Apr 10	Tues	12 wks	BBY	44836
				54492
Apr 12	Thurs	12 wks	BBY	44891
Apr 14	Sat	12 wks	BBY	44988
				0900-1200
Apr 17	Tues/Thurs	12 wks	SRY	54956

#### WEEKLONGS 0900-1700

Apr 23	Mon-Fri	1 wk	DEC	52541
May 07	Mon-Fri	1 wk	DEC	54006
Jun 04	Mon-Fri	1 wk	BBY	44863
Jun 25	Mon-Fri	1 wk	BBY	44847

### ADMN 222 Organizational Behavior 1

Basic behavioral theories for those with no formal background in organizational behavior. Students should have completed ADMN 110 and ADMN 211.

Apr 09	Mon	12 wks	BBY	CRN 43920
Apr 10	Tues	12 wks	BBY	43936
Apr 16	Mon/Wed	6 wks	SRY	46142

#### WEEKLONG 0900-1700

Jun 04	Mon-Fri	1 wk	BBY	43947
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### ADMN 302 Problem-Solving/Decision-Making

Participants learn to apply various techniques to problem-solving and decision-making; emphasis is on problem analysis. Prerequisite: ADMN 110, 211.

Apr 09	Mon/Wed	6 wks	DEC	CRN 60079
Apr 12	Thurs	12 wks	BBY	44067

### ADMN 304 Human Resource Planning

For the human resource practitioner seeking an orientation to practical employment planning skills. Prerequisite: ADMN 204.

#### WEEKLONG 0900-1700

Jun 11	Mon-Fri	1 wk	BBY	CRN 44679
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### ADMN 306 Economic Issues

This is a general economics course. It discusses such topics as: "Are the world banks going to collapse?" "Is Canada for sale?" "What does free trade mean for Canada?" A technical issues course for the noneconomist. Topics will depend upon interest of students. Students in the Administrative Management Systems Certificate Program may wish to substitute the course for Micro or Macroeconomics.

Apr 09	Mon	12 wks	BBY	CRN 52985
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### ADMN 308 Performance Strategic Planning

The systematic approach to identifying and defining performance criteria, measurement, development and enhancement of performance of individuals, groups and the organization. Effective communication techniques with employees about performance criteria and outcomes are practiced using video feedback. A variety of performance measurement systems are studied and the influence of different organizational cultures discussed. Prerequisite: ADMN 204.

#### WEEKLONG 0900-1700

May 07	Mon-Fri	1 wk	DEC	CRN 53151
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### ADMN 322 Organizational Behavior 2

Motivational theory and its application for those who have completed ADMN 222.

Apr 11	Wed	12 wks	BBY	CRN 43963
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#### WEEKLONGS 0900-1700

Jun 25	Mon-Fri	1 wk	BBY	43972
Jul 16	Mon-Fri	1 wk	BBY	72554

### ADMN 324 Interpersonal Skills

Helps the practitioner develop interpersonal skills through hands-on role playing and experiential learning exercises.

Apr 09	Mon/Wed	6 wks	BBY	CRN 49907
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#### WEEKLONG 0900-1700

Jun 11	Mon-Fri	1 wk	BBY	49892
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### ADMN 332 Labor Relations 1

Designed for people who will benefit from knowledge of the collective bargaining process and contract administration.

Apr 10	Tues/Thurs	6 wks	BBY	CRN 43989
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#### WEEKLONGS 0900-1700

Apr 23	Mon-Fri	1 wk	DEC	43991
May 28	Mon-Fri	1 wk	DEC	53042

### ADMN 380 Business Law 1

A familiarization course which covers commercial law, contract law and organization of courts.

Apr 10	Tues/Thurs	6 wks	BBY	CRN 44012
Apr 12	Thurs	12 wks	DEC	44919

### ADMN 385 Business Law

A one-term, condensed course which acquaints the business student with basic knowledge of Canadian law including the legal system, contracts, sale of goods and consumer protection, secured transactions and creditors' remedies, employment law and agency, business organizations, negotiable instruments, real estate and administrative law.

Apr 09	Mon/Wed	9 wks	BBY	CRN 55385
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### ADMN 406 Economic Issues: Financial Planning

Similar to ADMN 306, tailored for financial planners. Topics include free trade, marketing boards, inflation, and government's role in economy. Students enrolled in the Administrative Management Systems Certificate Program may wish to substitute the course for Micro or Macroeconomics.

Apr 10	Tues	12 wks	DEC	CRN 49791
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### ADMN 407 Advanced Problem-Solving/Decision-Making 2

A continuation of ADMN 302. Prerequisite: ADMN 302.

Apr 09	Mon	12 wks	BBY	CRN 60066
Apr 10	Tues/Thurs	6 wks	BBY	60057
May 21	Mon/Wed	6 wks	DEC	60044

### ADMN 432 Labor Relations 2

A thorough explanation of collective administration, agreements, wage issues, economic supplements, arbitration, mediation, preparation for collective bargaining and collective bargaining techniques. Prerequisite: ADMN 332.

Apr 09	Mon	12 wks	BBY	CRN 44003
Apr 14	Sat	5 wks	BBY	54035
				0900-1630

#### WEEKLONGS 0900-1700

Apr 23	Mon-Fri	1 wk	DEC	48127
Jun 11	Mon-Fri	1 wk	DEC	50449
Jul 09	Mon-Fri	1 wk	DEC	69146

### ADMN 480 Business Law 2

Assignments, lectures and case studies cover Canadian law. Prerequisite: ADMN 380.

Apr 11	Wed	12 wks	BBY	CRN 44029
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### ADMN 916 Career Search Workshop

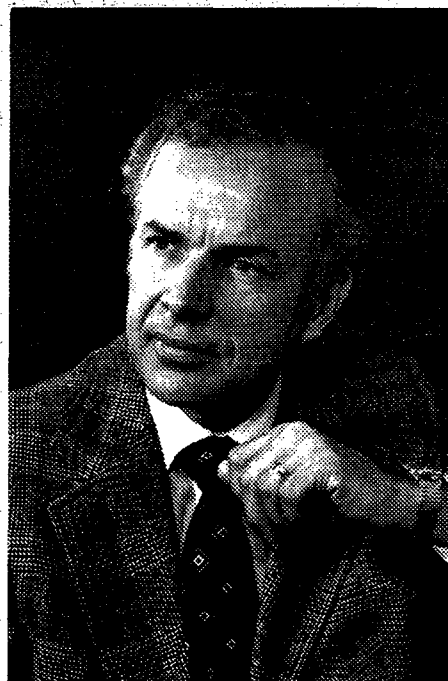
These four-session workshops are designed for adults who wish to examine their career paths.

Apr 03	Tues	4 wks	BBY	CRN 43466
Apr 21	Sat	2 wks	BBY	44595
				0900-1500

May 01	Tues	4 wks	BBY	59283
May 05	Sat	2 wks	BBY	43542
				0900-1500

May 19	Sat	2 wks	DEC	53165
				0900-1500

Jul 21	Sat	2 wks	DEC	71679
				0900-1500



Michael A. Harrison, Dean, School of Business

## Broadcast Communications

### BCST 140 Broadcast Industry Organization

**\*\*DIRECTED STUDY\*\*** Discusses regulatory bodies, associations, government agencies, audience measurement services, societal issues, music licensing, regulations, etc., which affect the day-to-day operations of broadcasting outlets. As a directed study course, the materials direct students to sources of information on all appropriate topics. Class will meet on the FIRST NIGHT ONLY — all other work is done at home.

Apr 10	Tues	12 wks	BBY	CRN 44113
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### BCST 143 Music Business

Includes the roles, responsibilities and operation of talent agencies and management; concert promotion and merchandising, song writing and publishing, copyright; record companies and manufacturing, recording studios, getting air-play on radio stations, contracts, etc.

Apr 09	Mon	12 wks	BBY	CRN 44124
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### BCST 144 Writing for the Media

A practical guide to freelance writing for radio and television, focusing on format, presentation, style, markets and methods. Equips you with the tools required to enter the freelance market.

Apr 12	Thurs	12 wks	BBY	CRN 44131
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### BCST 145 Copywriting for Radio and Television

**CREATIVE MADNESS!** Write commercials for television and radio. Learn professional techniques, tips, tricks and trade secrets of writing and producing commercials while maintaining your sanity and sense of humour. Career-oriented. Weekly practical application. No text required.

Apr 11	Wed	12 wks	BBY	CRN 44145
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### BCST 150 Radio Broadcasting Introduction

The radio industry presents many exciting and challenging career opportunities. This course is for those interested in a radio career or in finding out more about "how radio works". Students are introduced to industry and station operations, equipment and procedures, and spend a great deal of time in simulated on-air operations, acting in a variety of positions as part of the on-air team.

Apr 09	Mon	12 wks	BBY	CRN 44159
Apr 12	Thurs	12 wks	BBY	44162

### BCST 151 Radio and Television Announcing

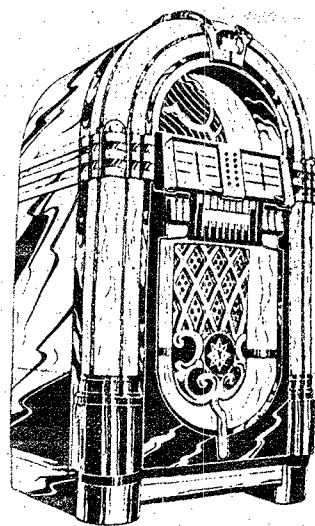
The announcer — disc jockey, newscaster, commercial voice — is a basic component of communication in today's world. This course introduces the basic skills required for effective "one-on-one" broadcast communication including breathing, voice control, interpretation, projection, emphasis and other essentials. A voice audition may be required.

Apr 11	Wed	12 wks	BBY	CRN 44177
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BCIT's new Mandate calls on the School of Business to "focus on those initiatives which increase the level of entrepreneurial activity within the province". As we enter the 1990s, our new Advanced Diploma in Business introduces a second module of training to build on BCIT's highly-respected diploma and certificate programs.

Registrants will enhance their knowledge and skills with studies in such areas as advanced accounting, human resource management, international business, management of advanced technology and others. New programs and specializations are being developed to meet specific challenges which B.C. business and industry need to face in social, economic and technological change.

As always, BCIT's key objective remains to produce job-ready graduates.



### BCST 160 Television Broadcasting Introduction

Television and video production of all kinds provide attractive and diverse career opportunities. This introductory course is designed for those seeking a career in television broadcasting and video production, those employed in non-production areas who wish to gain more understanding of video production, and those seeking more information about "how television works". Basic equipment operation and production procedures provide a foundation for practical work in the studio.

Apr 09	Mon/Wed	6 wks	BBY	CRN 44186
Apr 10	Tues	12 wks	BBY	44190

### BCST 161 Film for Beginners

An introduction to cinematography which discusses equipment operation, scripting, filming techniques and basic editing. An excellent foundation for those considering work in film production.

Apr 10	Tues	12 wks	BBY	CRN 49747
Apr 11	Wed	12 wks	BBY	44204

### BCST 162 Dramatic Writing for Film and Television

Provides a solid base for people interested in opportunities in the expanding areas of film and television dramatic script writing. Addresses a variety of topics and skills including format, style, script development, timing, etc.

Apr 09	Mon	12 wks	BBY	CRN 44210
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### BCST 165 Film and Tape Techniques and Procedures

Will broaden the scope of application and professionalism for those pursuing a career in the film industry, outlining procedures, methods, concepts and opportunities in this expanding field.

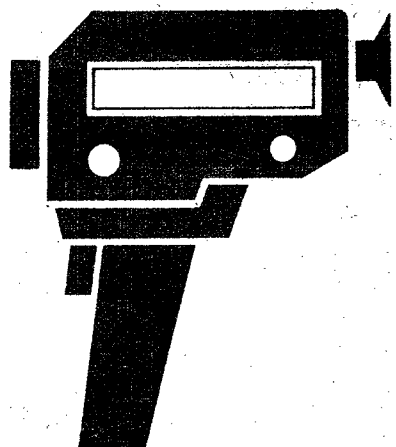
Apr 12	Thurs	12 wks	BBY	CRN 47410
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### BCST 166 Inside Television

For students considering a career in television performance or for those who want to better understand what goes on behind the TV show you enjoy. We will: analyze and conduct interviews, determine camera angles and set design, research show concepts, study live production vs. taped, design "mini-shows" from technical, creative and show content perspectives. No prerequisites but a good follow-up to BCST 160 or BCST 170.

Apr 09	Mon	12 wks	BBY	CRN 59330
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*Most Business classes run 3 hours per night, 1 or 2 nights a week,*



## CERTIFICATE PROGRAM IN BUSINESS COMMUNICATIONS/ MEDIA TECHNIQUES

This program is designed for people with an interest in sales, marketing, training, public relations, motivation, fundraising and internal corporate communications. Students will learn and develop the current skills and techniques used in corporate, industrial, educational and marketing communication. Basic courses provide a pragmatic grounding; the skills will be applicable immediately.

The complete Certificate Program integrates BUSINESS COMMUNICATIONS/MEDIA TECHNIQUES courses with those from other disciplines. Students have a wide range of electives from which to choose, so they can develop a program that meets their specific needs and goals.

The BUSINESS COMMUNICATIONS/MEDIA TECHNIQUES Certificate Program requires the completion of the following 9 basic and 6 elective courses chosen from the offerings listed below.

### REQUIRED BASIC COURSES

MDIA 110 Intro to Business Communications/Media Techniques	MDIA 207 Video for Business
MDIA 101 Photography	BCST 160 Television Broadcasting Introduction
MDIA 103 Multi-image Techniques Level 1	BCST 161 Film for Beginners
MDIA 104 Graphics Level 1	COMM160 Intro to Business and Technical Communication
MDIA 206 Effective Presentation Techniques	

### ELECTIVE COURSES

ADMN124 Supervisory Skills	MKTG322 Advertising 1
MDIA 201 Advanced Photography	MKTG324 Small Business Management
MDIA 202 Advanced Darkroom Techniques	MKTG348 Media Planning and Buying
MDIA 203 Multi-image Techniques Level 2	MKTG423 Public Speaking & Oral Communication
MDIA 204 Graphics Level 2	MKTG427 Creative Advertising Design
MDIA 208 Communications Management	BCST 145 Copywriting for Radio & TV
MDIA 301 Professional Photography	BCST 148 Interviewing for Radio & TV
MDIA 304 Computer Generated Graphics	BCST 252 Commercial Audio Production
FMGT 109 Accounting for the Manager	COMM171 Business Reports
MKTG101 Marketing 1	COMM175 Business & Technical Communication
MKTG201 Marketing 2	COMM183 Technical Reports
MKTG218 Introduction to Media	MDIA 910 Desktop Publishing
MKTG219 Professional Sales and Marketing	
MKTG321 Public Relations	

Other elective courses are being developed. Check future flyers for additional choices. Not all courses are offered every term. Check current flyers under BUSINESS COMMUNICATIONS/MEDIA TECHNIQUES or other areas such as BROADCAST COMMUNICATIONS or MARKETING for current offerings and specific course descriptions.

FOR FURTHER INFORMATION, CALL: 432-8809, 432-8748 or 432-8863.  
TO REGISTER IN A COURSE, CALL: 434-1610. ENROL NOW!

### BCST 167

#### Production Assistant for Television News

\$160

Learn the job of one of the many behind-the-scenes people who bring you TV news — the production assistant. You'll learn what goes on in the control room, how to time a show, and some of the preparation behind your nightly news.

Apr 10 Tues 12 wks BBY CRN 45842

### BCST 168

#### The Role of the Television Producer

\$160

Starting from a concept, students will make decisions on shooting days, personnel, equipment and cost. A budget will then be prepared. From here, the shift is on people skills. How to build a team approach without losing control... because ultimately, it is the producer who must answer the critics.

Apr 09 Mon 12 wks BBY CRN 59348

### BCST 170

#### Broadcast Journalism Introduction

\$218

Introduces all aspects of news operations in the broadcast industry including basic reporting, writing and presentation of radio and TV news, newsroom operations, methods and practices, editing, line-up and content of news stories.

Apr 10 Tues 12 wks BBY CRN 44228

Apr 11 Wed 12 wks BBY 50106

### BCST 184

#### Broadcast Journalism Immersion

\$296

An intensive workshop weekend during which students apply theory of BCST 170 to radio and TV newsroom operation. Students will work two 8-hour days, one in radio news and one in TV news production. Excellent opportunity to gain HANDS-ON experience. Also good course for those interested in full-time program. Prerequisite: BCST 170. MAXIMUM ENROLLMENT: 16 people.

May 5 Sat & Sun 1 wkend BBY CRN 59295 & 6

### BCST 223

#### Television Production Planning

\$187

Outlines the techniques and methods for managing and organizing the details of pre-production, production and post-production activities in a studio location, television or video production, including budgeting, scheduling, modelling, crewing, etc. Prerequisite: BCST 160.

Apr 12 Thurs 12 wks BBY CRN 47432

### BCST 252

#### Radio: Commercial and Audio Production

\$160

Learn how to produce radio commercials and other audio features using modern radio commercial production and recording theories and techniques.

Apr 10 Tues 12 wks BBY CRN 44232

### BCST 260

#### Television Production Techniques

\$293

A practical course designed for students who have completed BCST 160 and 223, to apply those operational, production and planning techniques in a series of focused video productions of various types. Prerequisite: BCST 160 and 223.

Apr 12 Thurs 12 wks BBY CRN 44249

### BCST 263

#### Television Technical Production

\$160

The technical production of television programs for remotes, studio and electronic field productions. Students will examine the planning necessary to technically produce these highly specialized programs and visit remote broadcast locations. Students will gain skills and knowledge of equipment terminology, techniques and crew positions used in the industry. Prerequisite: BCST 160.

Apr 11 Wed 12 wks BBY CRN 47428

## Business Communications/ Media Techniques

### MDIA 099

#### Photography — Entry Level

\$107

Enables students to select and handle a 35 mm single lens reflex camera and accessories, and understand basic photographic concepts. Persons with an interest and no previous experience in photography are encouraged to enroll in this exploratory course to foster that interest and determine their potential. All students have to supply a 35 mm SLR camera with 50 mm lens.

Apr 11 Wed 4 wks BBY CRN 49973

### MDIA 101

#### Photography

\$293

Enables students to select and handle a wide variety of 35 mm equipment, accessories and film types. Students will know how to take a studio portrait and handle studio lighting equipment; how to process, plan and carry out assignments; set up a darkroom to print black and white film. Prerequisite: MDIA 099 or permission of instructor.

May 09 Wed 12 wks BBY CRN 49942

### MDIA 103

#### Multi-image Techniques Level 1

\$265

Designed for beginners with an interest in producing slide/tape multi-image shows. Students will receive hands-on training in the theory and elements required for multi-image shows.

Apr 09 Mon 12 wks BBY CRN 52475

### MDIA 104

#### Graphics Level 1

\$160

Introduces layout, design, illustration, printing methods, camera-ready artwork and typography. Those with an interest, but no previous experience in graphic art, are encouraged to enroll in this exploratory course to foster that interest and determine their career potential.

Apr 10 Tues/Thurs 6 wks BBY CRN 50014

### MDIA 110

#### Introduction to Business Communications and Media Techniques

\$187

As the core of the BUSINESS COMMUNICATIONS/MEDIA TECHNIQUES Program, MDIA 110 introduces students to communication tools and audiovisual techniques. Students will become familiar with audiovisual production, speaker support, multi-image and video presentations, and will understand the steps necessary to complete these projects.

Apr 09 Mon 12 wks BBY CRN 52481

### MDIA 201

#### Advanced Photography

\$324

Enables students to plan and carry out a variety of assignments in a professional way; take professional portraits, select and handle medium format camera equipment and studio lighting, set up a darkroom for advanced printing, set up and organize a small studio, work from a layout to meet a client's requirements, put together a portfolio and make a presentation. Prerequisite: MDIA 101 or permission of instructor.

Apr 12 Thurs 12 wks BBY CRN 49950

### MDIA 202

#### Advanced Darkroom Techniques

\$457

Students develop the basic skills required to make high quality enlargements in black and white and color from negatives and transparencies, using sophisticated darkroom equipment and techniques. Gives the commercial photographer and the serious amateur the knowledge and experience to set up their own darkroom and deal with photographic labs at a professional level. All darkroom materials and chemicals are included. Students must have a 35 mm camera with lens. Prerequisite: MDIA 101 or permission of instructor.

Apr 09 Mon 12 wks BBY CRN 52494

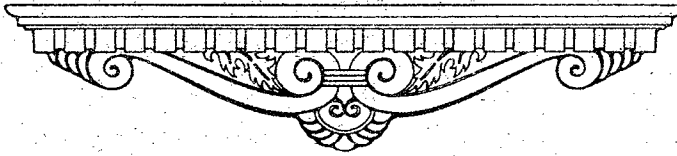
**REGISTER  
NOW!**

CLASSES START WEEK OF  
APRIL 9

PHONE

**434-1610**

from 1845-2145 at the Burnaby Campus, unless otherwise noted.



### MDIA 204 Graphics Level 2 \$160

A continuation of MDIA 104. Students develop their graphic art skills in layout, design and mechanical artwork for 4 color printing; paper selection, print production, commercial photography, costing and estimating. Includes a tour of a large printing plant. Prerequisite: MDIA 104.

May 22 Tues/Thurs 6 wks BBY CRN 50023

### MDIA 206 Effective Presentation Techniques \$160

A comprehensive program designed for anyone who makes business, training or sales presentations. Part one deals with written presentations and teaches students the proper use of grammar. Part two focuses on effective speaking techniques including proper breathing, emphasis, phrasing, etc.

Apr 12 Thurs 12 wks BBY CRN 59303

### MDIA 208 Communications Management \$160

This course will examine trends in modern business communications and how those trends are affecting the types of jobs available in business and government. Students will learn about some of the basic tools like newsletters, magazines, videos, brochures, annual reports, etc., which are used in communication programs. Students will also be assisted in charting a personal career path in this exciting and demanding field.

Apr 11 Wed 12 wks BBY CRN 59976

### MDIA 301 Professional Photography \$324

Enables students to set up and manage a commercial studio; select and handle large format cameras and accessories and studio lighting equipment; understand how to market services to prospects and create a working relationship with clients; do a variety of assignments and work from layouts. Students will learn the professional techniques for developing a powerful personal portfolio. Students need only have 35 mm equipment for this course. Prerequisite: MDIA 201 or permission of instructor.

Apr 11 Wed 12 wks BBY CRN 49968

### MDIA 304 Computer Generated Graphics \$371

The use of computers has altered the way business communicators develop print and slide graphics. Students receive a hands-on opportunity to learn the theory and development of computer graphics and their use in business presentations. Course is limited to 10 students. A passing knowledge of DOS is preferred.

Apr 10 Tues 12 wks \*\* CRN 52506  
\*\*1237 Howe Street  
Vancouver



AUTHORIZED  
TRAINING PROGRAM

### MDIA 910 Aldus PageMaker MS-DOS \$425

A practical hands-on course teaching design, layout, and production of professional high impact publications, using the Aldus PageMaker Version 3.0 package for the IBM PC.

Apr 10 Tues 10 wks DEC CRN 59356  
Apr 14 Sat 5 wks DEC 59367  
May 19 Sat 5 wks DEC 59375

### MDIA 911 Aldus PageMaker McIntosh \$425

BCIT's desktop publishing course will show you how to create numerous publishing projects such as brochures, advertisements, flyers, etc. PageMaker gives you everything you need to produce any document electronically.

Apr 09 Mon 10 wks BBY CRN 59381  
Apr 14 Sat 5 wks BBY 59394  
May 19 Sat 5 wks BBY 59408

### MDIA 912 Aldus Freehand \$425

Aldus Freehand turns the Apple McIntosh into the ultimate drawing tool. Learn how to create any graphic imaginable, with more precision and control than ever before. For individuals in stage design, architectural studies, landscaping, fine arts product design or planning packaging to name a few.

Apr 10 Tues 10 wks BBY CRN 59413

## Financial Management

### FMGT 101 Accounting 1 \$160

For individuals with little or no accounting background. Covers the full accounting cycle. (See FMGT 115 prior to registration in this course.)

Apr 09 Mon 12 wks BBY CRN 46196  
Mon/Wed 6 wks BBY 45946  
Apr 10 Tues 12 wks BBY 46201  
Jun 04 Mon/Wed 4 wks BBY 55849  
1800-2230

### FMGT 109 Accounting for the Manager \$160

The accounting function and the services it provides the manager. How to interpret statements, reports, budgets, etc., in managerial decision-making.

Apr 10 Tues 12 wks BBY CRN 43841  
Apr 11 Wed 12 wks DEC 46107  
Apr 12 Thurs 12 wks BBY 43835

### FMGT 115 Accounting 1L \$240

Enables students to start the basic course in accounting in January and complete the next course prior to summer by registering in FMGT 215. It is the equivalent of FMGT 101 and the first six weeks of FMGT 201 for a total of 18 weeks of the 30-week presentation.

Apr 09 Mon/Thurs 7 wks BBY CRN 49681  
1800-2200

### FMGT 119 Personal Financial Planning 1 \$160

Introduces a variety of savings and investment aspects to enable you to build a sound program to achieve long term financial goals. Lectures and discussions provide an interesting course for individuals of all ages. Topics include money management, insurance, investments and portfolio distribution, wills, estates, pension management, tax planning.

Apr 09 Mon 12 wks DEC CRN 47675

### FMGT 201 Accounting 2 \$240

Follow up course to FMGT 101. Examines financial and management accounting techniques, detailed financial statements and management reports, and the requirements of professional accountants. Prerequisite: FMGT 101.

Apr 10 Tues/Thurs 9 wks BBY CRN 47869  
Apr 10 Tues/Thurs 7 wks BBY 55926  
1800-2200

### FMGT 215 Accounting 2S \$160

Follow-up course to FMGT 115, enabling students to complete the last 12 weeks of the basic accounting course. Prerequisite: FMGT 115.

May 15 Tues/Thurs 6 wks BBY CRN 44746  
DEC 44758  
May 14 Mon/Wed 6 wks BBY 44737

### FMGT 304 Management Accounting \$160

The management accountant's role in decision-making, planning and control of company operations through budgeting, standard costing and evaluation systems. Emphasis is on alternative methods for product costing, cost allocations, performance measurement and decision-making models. Prerequisite: FMGT 201.

Jul 04 Wed/Mon 6 wks BBY CRN 71373  
1800-2100

### FMGT 317 Taxation and Financial Planning \$160

The financial planner must have a good understanding of the general rules of taxation, including determination of residency, income, application of CCA and the taxation of capital gains. Prerequisite: FMGT 101 or 109.

Apr 11 Wed 12 wks DEC CRN 49846

### FMGT 325 Investment and Risk Management \$160

An overview of Canada's capital markets including a review of securities, international funds, insurance aspects and other financial institutions. Emphasizes portfolio input from a financial planning perspective. Prerequisite: FMGT 119.

Apr 12 Thurs 12 wks DEC CRN 52873

## ALDUS AUTHORIZED TRAINING CENTRE

BUSINESS CLIENT STUDIES is an Authorized Training Centre for Aldus publishers of presentation software including PageMaker and Freehand. BCIT is pleased to offer you these courses in our new Apple McIntosh lab.

Whether you are embarking on your first publishing project or learning graphics and desktop publishing for the first time, this is a fast way to gain "hands-on experience" to learn this exciting new software.

For actual course information, please refer to the Business Communications/Media Techniques section of this flyer.



AUTHORIZED  
TRAINING PROGRAM

## BUSINESS CERTIFICATE IN FINANCE

### Required courses

FMGT 101 (or FMGT 115) Accounting 1  
FMGT 201 (or FMGT 215) Accounting 2  
FMGT 302 Financial Accounting 2  
FMGT 307 Finance 1  
FMGT 315 Security Analysis  
FMGT 402 Financial Accounting 2  
FMGT 404 Finance 2  
OPMT 102 Basic Mathematics of Finance

### Must complete

FMGT 301 Cost & Managerial Accounting and  
FMGT 401 Cost & Managerial Accounting 2  
or  
ADMN100 Microeconomics and  
ADMN200 Macroeconomics  
or  
FMGT 316 Taxation 1 and  
FMGT 408 Taxation 2

### Must complete at least one of:

Computer related course or courses with value of 3 credits.

### Electives

Courses to be selected from the suggested electives or from the alternative courses shown above. The courses selected must be a minimum of 90 course contact hours.

### Entry into Levels 2, 3 or 4 of the Day-School Programs

Students who wish to enter the upper levels of either the Professional Accounting program of the Finance program may qualify to do so by successfully completing the courses listed in the lower level day-school programs.

Individuals wanting to qualify for admission to day-school must also be interviewed by the Departmental Selection Committee to ensure that they qualify for entry, based upon normal selection procedures and guidelines.

Approval for entry to levels 2, 3 or 4 must be obtained from the Associate Dean of Financial Management. An interview will be required. It is recommended that students intending to enter levels 2, 3 or 4 contact the Associate Dean for an interview early in their program of studies. This interview will determine initial suitability for entry to levels 2, 3 or 4.

### FMGT 408 Taxation 2 \$160

Expands the study of Canadian Income Tax begun in FMGT 316 and introduces some complexities and problem areas involving personal, corporate and trust taxation. Prerequisite: FMGT 316.

Apr 09 Mon 12 wks BBY CRN 44657  
Apr 10 Tues 12 wks BBY 44666  
Apr 11 Wed 12 wks BBY 54195

### FMGT 419 Cost and Managerial Accounting 2S \$160

As a follow-up course to FMGT 319, FMGT 419 completes the last portion of the cost accounting courses. Prerequisite: FMGT 319.

May 17 Thurs/Mon 6 wks BBY CRN 44760

### FMGT 420 Financial Accounting 2S \$160

Equips students for more challenging and responsible accounting positions at the intermediate level.

May 15 Tues/Thurs 6 wks BBY CRN 48702  
May 16 Wed/Mon 6 wks DEC 48691

### FMGT 444 Personal Financial Planning \$160

An in-depth look at the topics commenced in FMGT 119. Prerequisite: FMGT 109, 119, 316 or 317, 325, ADMN 380 or 385, and ADMN 406.

Apr 10 Tues 12 wks DEC CRN 52456

*Business classes at the Downtown Education Centre run for 3 hours per*





## ASSOCIATE CERTIFICATE FINANCIAL PLANNING

BCIT and the Pacific Chapter of the Canadian Association of Financial Planners are pleased to announce these courses leading to a BCIT Associate Certificate in Financial Planning. Each of the courses is offered at our Downtown Campus at 549 Howe Street, Vancouver. Class times are 1730-2030.

ADMN 380	Business Law 1 (or ADMN 385)
ADMN 406	Economic Issues for Financial Planners
FMGT 109	Accounting for the Manager (or FMGT 101)
FMGT 119	Personal Financial Planning 1
FMGT 317	Taxation and Financial Planning
FMGT 325	Investment and Risk Management
FMGT 444	Personal Financial Planning 2

For individual course descriptions, see the listings under Financial Management and Administrative Management.

### Suggested electives for all certificates

ADMN 222	Organizational Behavior 1
ADMN 322	Organizational Behavior 2
ADMN 332	Labor Relations 1
ADMN 380	Commercial Law
ADMN 432	Labor Relations 2
ADMN 480	Business Law 2
COMP 104	Computers in Business
COMP 160	Computer Systems Introduction
FMGT 106	Credit and Collections
FMGT 119	Personal Financial Planning 1
FMGT 310	Auditing 1
FMGT 315	Security Analysis 1
FMGT 322	Micro Basic Accounting
FMGT 325	Investment and Risk Management
FMGT 331	Money and Banking
FMGT 406	Auditing 2
FMGT 410	Security Analysis 2
FMGT 441	Financing International Trade
FMGT 444	Personal Financial Planning 2
MKTG 102	Essentials of Marketing
MKTG 323	Public Speaking & Oral Communication 1
MKTG 324	Small Business Development
TDMT 409	Harmonized Systems FTA.

## CREDIT COURSES TO PROFESSIONAL ACCOUNTING BODIES

The following courses are usually transferable for credit to the Institute of Chartered Accountants of B.C., The Certified General Accountants Association of B.C. and The Society of Management Accountants of B.C. The individual requirements of these groups are your responsibility. Please contact them directly or Gordon Farrell, Associate Dean, Financial Management, BCIT School of Business, (604) 432-8898.

### BCIT Courses Eligible for Credit

ADMN 100/200	FMGT 302/402
ADMN 222/322	FMGT 307/404
ADMN 226	FMGT 316/408
ADMN 380/480	FMGT 314
ADMN 385	FMGT 319/419
BCOM 100/200 or	FMGT 320/420
BCOM 110/210	FMGT 339
COMP 125	FMGT 435
COMP 160/260	OPMT 132
FMGT 101/201	OPMT 186/188
FMGT 115/215	OPMT 197
FMGT 116	OPMT 296
FMGT 301/401	OPMT 315

FOR DETAILED INFORMATION ON THESE COURSES, SEE THE APPROPRIATE SECTIONS OF THIS FLYER.

## Interior Design

**INTD 100**  
**Interior Design Basic** \$160  
Introduces the field of Interior Design. Students will gain a good understanding of the interior design art form.

Apr 10	Tues	12 wks	BBY	CRN 44417
Apr 14	Sat	12 wks	BBY	50493
				0900-1200
Apr 24	Tues/Thurs	6 wks	DEC	44426
				WEEKLONG 0900-1700
May 07	Mon-Fri	1 wk	DEC	48717

**INTD 101**  
**History of Furniture** \$160  
The history of furniture from ancient Egypt to the present. Prerequisite: INTD 100.

Apr 09	Mon	12 wks	BBY	CRN 48019
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**INTD 200**  
**Color** \$160  
Provides students with the necessary knowledge of color and lighting to enable them to carry out the duties of an assistant in an interior design business. Prerequisite: INTD 100.

Apr 23	Mon/Wed	6 wks	DEC	CRN 48022
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**INTD 302**  
**Interior Design Drafting 3** \$160  
Students study the reflected ceiling plan, organization of its legend and specification, types and characteristics of lighting. Students complete one major assignment combining plans, elevations, sections, perspectives, lighting plans and specifications. Prerequisite: INTD 100, 102, 202.

Apr 10	Tues/Thurs	6 wks	BBY	CRN 44434
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**INTD 307**  
**Materials** \$160  
Interior finishing materials for floors, walls, ceilings and windows, and the characteristics of fabrics. Prerequisite: INTD 100.

Apr 24	Tues/Thurs	6 wks	BBY	CRN 50170
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**INTD 400**  
**Directed Study Project** \$75  
Students incorporate all material from previous courses in a major project. Prerequisite: INTD 100, 101, 102, 200, 202, 301, 302, 304, 305, 307, 403, 404.

Apr 23	Wed	6 wks	DEC	CRN 44443
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**INTD 403**  
**Marketing for Interior Design** \$75  
Information on basic business and marketing practices. Topics such as portfolios, presentations and interviews relating to interior design.

Apr 24	Tues	6 wks	DEC	CRN 53096
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**REGISTER  
BY FAX**

**430-1331**

**CLASSES START WEEK OF  
APRIL 9**

## Hospitality Administration

**HOSP 112**  
**Customer Relations/Communication Skills** \$160

For travel clerks, ticket agents, restaurant staff, desk clerks and others serving, or anticipating serving, the travelling public.

Apr 12	Thurs	12 wks	BBY	CRN 44384
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**HOSP 132**  
**Career Exploration for the Hospitality Industry** \$81

Discusses career opportunities in hotels, motels, food service operations, resorts and related industries.

Apr 11	Wed	6 wks	BBY	CRN 44396
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**HOSP 203**  
**Introduction to Food and Beverage Management** \$160

This course is directed to the student training for management and the individual entering the food and beverage field for the first time.

Apr 09	Mon	12 wks	BBY	CRN 60033
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**HOSP 205**  
**Front Office Procedures** \$160

Provides theoretical and simulated training in the main aspects of the jobs of front office personnel. Includes information on reservation systems, guest services, front desk, PBX department and hotel security.

Apr 12	Thurs	12 wks	BBY	CRN 47838
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**HOSP 207**  
**Front Office Equipment Practicum** \$123

Enables students to operate a variety of machines and systems used in hotels, to develop guest accounts and balance daily nightly audits. Computer applications are an integral part of this course. Prerequisite: HOSP 205.

Apr 13	Fri	2 wks	BBY	CRN 44785
				1900-2200; Sat/Sun 0900-1400

**HOSP 211**  
**Orientation and Techniques for the Executive Housekeeper** \$160

An introduction to the growing field of executive housekeeping. Housekeeping, personnel, systems, costing and controls are covered in this comprehensive course.

Apr 11	Wed	12 wks	BBY	CRN 44451
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**HOSP 307**  
**Understanding Wines 1** \$160

The major aspects of wine growing, manufacture, marketing, storing, serving, for persons employed in the restaurant industry; also of interest to the general public.

Apr 11	Wed	12 wks	DEC	CRN 44402
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**HOSP 313**  
**Food and Beverage Labor Cost Control** \$160

Explores the many areas of control systems demanded by the hospitality industry today. Personnel, purchasing, inventory control, labor and cost controls embody this course.

Apr 09	Mon	12 wks	BBY	CRN 49915
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**HOSP 357**  
**Marketing and Sales: Accommodation and Food Service** \$160

An introduction to techniques and principles of basic marketing and sales, emphasizing the hospitality industry.

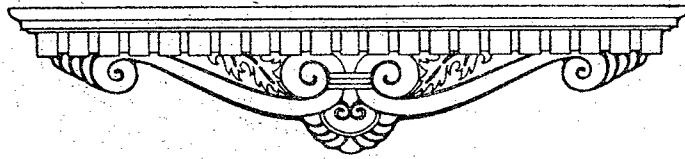
Apr 09	Mon	12 wks	BBY	CRN 49823
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**HOSP 412**  
**Hospitality Management Accounting** \$160

Students study hotel and restaurant departmental income statements and balance sheets, enabling them to interpret and analyze the results.

Apr 12	Thurs	12 wks	BBY	CRN 49837
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night, 1730-2030, for 1 or 2 nights a week, unless otherwise noted.



## Marketing Management

### MKTG 101 Marketing 1 \$160

The first of a 2-part, in-depth look at the field of marketing. Provides an introduction to the marketing environment and includes a detailed study of basic marketing functions, target marketing, marketing research, segmentation, industrial and service marketing. Covers marketing of consumer goods with reference to industrial goods.

Apr 09	Mon	12 wks	BBY	CRN 44478
			DEC	44465
Apr 10	Tues	12 wks	SEA	60082
Apr 11	Wed	12 wks	BBY	47703
			DEC	47696
Apr 12	Thurs	12 wks	BBY	49772
Apr 17	Tues/Thurs	6 wks	SRV	49860
Apr 23	Mon-Fri	1 wk	DEC	44480
			0900-1700	
Jul 09	Mon-Fri	1 wk	DEC	69444
			0900-1700	

### MKTG 201 Marketing 2 \$160

A continuation of MKTG 101, this course examines the marketing of consumer and industrial goods. Product planning, advertising, wholesaling, distribution and pricing are covered. Prerequisite: MKTG 101.

Apr 09	Mon	12 wks	DEC	CRN 50122
Apr 10	Tues	12 wks	BBY	44499
			SEA	60025
Apr 11	Wed	12 wks	DEC	46184
Apr 12	Thurs	12 wks	BBY	47712
			WEEKLONG 0900-1700	
Jul 30	Mon-Fri	1 wk	BBY	69158

### MKTG 203 Sales Management \$160

Examines the general principles of sales management. Emphasizes the selection, assimilation, training and supervision of sales staff, sales research, planning, organization and analysis, and computer applications in sales management.

Apr 09	Mon	12 wks	BBY	CRN 44501
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### MKTG 205 Marketing Services \$160

Covers the development of a marketing mix for companies in service industries. The course focuses on the difference between developing strategies for services rather than products. Prerequisite: MKTG 101.

Apr 09	Mon	12 wks	DEC	CRN 49885
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### MKTG 219 Professional Sales 1 \$160

Students develop selling techniques through practical role playing and video tape recording for critique and analysis.

Apr 09	Mon	12 wks	DEC	CRN 44792
Apr 10	Tues	12 wks	BBY	44805
Apr 11	Wed	12 wks	DEC	47748
Apr 12	Thurs	12 wks	BBY	44820
			WEEKLONGS 0900-1700	
Jun 11	Mon-Fri	1 wk	DEC	44818
Jul 30	Mon-Fri	1 wk	BBY	71402

### MKTG 319 Professional Sales 2 \$160

Lectures, films and class discussion will be used to cover the techniques and motivational skills of selling: sales interview process; buying motives; product knowledge; prospecting; approaches; selling more; closing; selling the idea; getting attention; organization; goals; arousing interest; talking benefits; desire; no is not the end; power phrases. The key element of this course will be the development of individual sales presentations by students, focusing on personal presentation skills. Prerequisite: MKTG 219.

Apr 09	Mon	12 wks	BBY	CRN 47729
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### MKTG 321 Public Relations \$160

The planning and execution of a public relations program. Communication techniques, principles of news writing and preparation of news photographs, press and community relations, external and internal communications, and meetings. Prerequisite: MKTG 101.

Apr 10	Tues	12 wks	BBY	CRN 44516
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			WEEKLONGS 0900-1700	
Jun 11	Mon-Fri	1 wk	DEC	55810
Jul 16	Mon-Fri	1 wk	BBY	72547

### MKTG 322 Advertising 1 \$160

Covers the principles to consider when using and developing advertising: advertising philosophy, planning and creation; media buying, production, controls and evaluation. Prerequisite: MKTG 101.

Apr 10	Tues	12 wks	DEC	CRN 44527
Apr 12	Thurs	12 wks	BBY	47730

### MKTG 323 Public Speaking and Oral Communication 1 \$160

Emphasizes the development of public speaking skills and the principles of effective oral communication. Films, buzz groups and closed circuit TV are utilized. Each student is expected to prepare and deliver a weekly oral assignment.

Apr 09	Mon	12 wks	BBY	CRN 44538
Apr 11	Wed	12 wks	BBY	49763
Apr 12	Thurs	12 wks	DEC	44540

			WEEKLONGS 0900-1700	
Jun 11	Mon-Fri	1 wk	BBY	53933
Jul 16	Mon-Fri	1 wk	BBY	69400
Jul 30	Mon-Fri	1 wk	DEC	69457

### MKTG 324 Small Business Development \$160

Examines the planning stages involved in starting a new business including market, financial and legal responsibility requirements.

Apr 11	Wed	12 wks	BBY	CRN 44552
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### MKTG 325 Importing \$160

Provides students with complete knowledge of importing business basics. Discussions will cover methods of sourcing overseas suppliers, assessing market potential, payment mechanisms and foreign exchange. Students will learn how to set up their own import businesses.

Apr 10	Tues	12 wks	DEC	CRN 53039
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### MKTG 337 Corporate Communications \$160

Covers the spectrum of promoting and communicating a company's image. Examines advertising, public relations, media relations, investor relations, promotional print materials, trade shows and other activities. The emphasis is on consistency of image and professionalism throughout all activities. The main objective of the course is to provide the student with a working knowledge of the corporate communications function within a business.

Apr 11	Wed	12 wks	DEC	CRN 52553
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### MKTG 341 Introduction to Marketing Research \$160

Examines the basic approaches to marketing research. Discusses research techniques and tools and relates these tools to the decision-making process. Special applications of marketing research to simulated real-life situations are examined. Prerequisite: MKTG 201.

Apr 12	Thurs	12 wks	DEC	CRN 60011
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### MKTG 409 Marketing Research 2 \$160

A continuation of MKTG 309. Prerequisite: MKTG 201, 341.

Apr 10	Tues	12 wks	BBY	CRN 46216
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### MKTG 422 Advertising 2 \$160

Studies aspects of measuring advertising effectiveness; differences between advertising and sales promotion; media planning and budgets; the make-up of advertising campaigns; how an advertising agency operates; implementing marketing plans and coordination, controls and measurement. Prerequisite: MKTG 322.

Apr 11	Wed	12 wks	BBY	CRN 44569
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### MKTG 433 Advanced Public Relations \$160

Emphasizes the behavioral science foundation of public relations, and looks in depth at program planning and budget development; issues identification, analysis and management; crisis management; dealing with specialized public and managing public relations.

Apr 11	Wed	12 wks	BBY	CRN 49858
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### MKTG 501 Strategic Marketing Management \$160

Provides students with a multi-dimensional learning environment through lectures, reading, discussions, and simulation exercises. The role and importance of planning and information for marketing decision-making is the underlying precept. Simulations are intended for application of knowledge and practical experience. This course demands that students draw heavily from marketing expertise gained in previous courses. Prerequisite: MKTG 201, 322, 340, 441.

Apr 12	Thurs	12 wks	BBY	CRN 60128
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## Introducing the new part-time, day-time Marketing Program

The School of Business, Marketing Department is pleased to announce the new format of course offerings for adult learners wanting to continue their education during the day. All courses are fully credited and will be applied toward our certificate programs in marketing. These courses will be offered at the Downtown Education Centre, 549 Howe Street, Vancouver.

The courses available in the Spring term (April) will be offered on Thursdays and Fridays and will include:

- Introduction to Marketing 1 and 2
- Public Speaking and Oral Communication 1 and 2
- Importing
- Exporting
- Small Business Development
- Professional Sales 1

For additional information, please call Douglas Smith in our Marketing Department at 434-5734, local 5584.

## Tourism

### TOUR 212 Basic Communication in Japanese \$160

Designed to assist management and front-line employees involved in the hotel, restaurant, travel agent, retail, transportation, and recreational industries to communicate in basic Japanese with the average Japanese tourist.

Apr 11	Wed	12 wks	DEC	CRN 48663
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### TOUR 213 Basic Communication in French \$160

English speaking persons will develop basic French conversational skills.

Apr 11	Wed	12 wks	DEC	CRN 49754
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### TOUR 261 Tourism Issues \$160

Examines the evolution, function and direction of tourism. Topics include economic and historic influences, basic ingredients of community tourism, government role and function, tourism industry conflicts and recreational influences, the psychology of travel and instructional influences, social costs of tourism development and development strategies. Prerequisite: TOUR 230.

Apr 12	Thurs	12 wks	BBY	CRN 59993
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### TOUR 350 Domestic Air \$220

Familiarizes students with the terminology and fundamentals of itinerary planning, domestic fare construction and tariff applications. \$60 rental fee for Air Tariff Books will be charged when registering. \$30 will be refunded upon return of books.

Apr 09	Mon	12 wks	BBY	CRN 47382
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### TOUR 351 International Air 1 \$220

Familiarizes students with the terminology and fundamentals of transatlantic and transpacific fare construction. \$60 rental fee for Air Tariff Books will be charged when registering. \$30 will be refunded upon return of books. Prerequisite: TOUR 350.

Apr 09	Mon	12 wks	BBY	CRN 47398
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### TOUR 365 Intermediate Communication in Japanese \$160

A continuation of TOUR 212, designed to provide students with additional skills in conversational Japanese. Prerequisite: TOUR 212.

Apr 09	Mon	12 wks	DEC	CRN 59987
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### TOUR 953 Automated Reservations \$525

Students learn how to activate a reservations computer terminal and perform all functions relative to booking airline reservations, tours, hotels, and car rentals. Prerequisite: TOUR 350, 351. NO REFUND.

Apr 11	Wed/Mon	5 wks	**	CRN 59955
			1800-2100	

\*\*AIR CANADA BUILDING  
1177 W. Hastings St., Vancouver, 3rd floor.

### TOUR 955 Automated Ticketing \$325

Students learn how to activate a ticket printer linked to a reservations computer terminal and to perform all functions needed to produce a computer generated ticket. Prerequisite: TOUR 353. NO REFUND.

Apr 14	Sat	1 wk	**	CRN 59961
			0900-1700	

\*\*AIR CANADA BUILDING  
1177 W. Hastings St., Vancouver, 3rd floor.



## INTERNATIONAL MARKETING CERTIFICATE

This program is designed to provide a selection of courses that will assist those who wish to gain an understanding of what is required to market a product or service as well as the specifics required to import or export. Of interest to those looking for entry level positions in existing organizations or for entrepreneurial people who wish to do it on their own.

### NON MARKETING COURSES

ADMN 110	Management 1
COMP 103	Data Processing Micro/Apple or
COMP 105	Micro/IBM PC
FMGT 101	Accounting 1
FMGT 441	Financing, International Marketing
TDMT 101	Geography of Trading 1

### MARKETING COURSES

MKTG 101	Marketing 1
MKTG 201	Marketing 2
MKTG 219	Professional Sales 1
MKTG 322	Advertising 1
MKTG 325	Exporting
MKTG 327	Importing
MKTG 341	Introduction to Marketing Research
MKTG 502	Strategic Marketing, Management

Plus two electives.

*Surrey classes run for 3 hours a night, for 2 nights a week, from*





### Canadian Association for Production and Inventory Control

BCIT and the Canadian Association for Production and Inventory Control (C.A.P.I.C.) are pleased to present the following two-day seminars in Production Management.

#### CPIC 901

**Inventory Management** \$295  
There is a significant pressure on small and medium-sized distributors and manufacturers to manage the "Inventory" resource effectively. Many companies now have computers to help them in this task yet still do not achieve the results expected to lower inventory investment and improve service.

This two-day seminar will focus on the practical aspects of managing the resource. It will include both manual and computer applications. Topics include managing for results, financial impact of inventory, formal systems, inventory classification systems, when to order, how much to order, safety stock, aggregate planning storage systems, materials requirement planning and measuring performance.

Jun 14 Thurs/Fri 2 days DEC CRN 55631

#### CPIC 902

**Material Resource Planning** \$295  
MRP is one of the current operating tools available to manufacturing management. It can contribute to lower inventories, improve customer service and lower operating costs. If your company is considering an MRP system, or is in the process of installing one, this seminar is a must for you.

This two-day seminar will focus on the application, operation and benefits of this type of computer-based system. Topics include: production planning, forecasting production, master scheduling, rough cut capacity, bills of material, logic of MRP, lot sizing, MRP output, scheduling, data collection, and justification/implementation.

Jun 18 Mon/Tues 2 days DEC CRN 55645

#### CPIC 903

**World Class Manufacturing** \$295  
World class manufacturing which includes Just-in-Time (JIT) Total Employee Involvement (TEI), and Total Quality Control (TQC) is a new way to run a company. North American companies that have successfully implemented WCM philosophies and techniques have experienced some remarkable improvements: 80% reduction in manufacturing lead times, 70% reduction in WIP, 85% reduction in set-up times, 25% reduction in the use of direct labor, and 50% reduction in space requirements.

This two-day seminar will show you how to improve the performance of your company dramatically. Topics include: JIT production, total involvement, inventory issues, total quality control, vendors programs, plant configuration and equipment, uniform plant load, performance measurement, implementation/benefits.

Jun 21 Thurs/Fri 2 days DEC CRN 55659

#### OPMT 191

**Purchasing** \$160  
Purchasing functions, objectives, relationships, organization, policies, procurement procedures, inventory control, sourcing, supplier evaluation, price, negotiation, make or buy, ethics.

#### WEEKLONG 0900-1700

Jun 04 Mon-Fri 1 wk BBY CRN 44583

#### OPMT 192

**Inventory Planning and Control** \$160  
Objectives, records, forecasting, order point systems, MRP make/buy analysis, departmental organization.

Apr 09 Mon/Thurs 6 wks BBY CRN 59329

#### OPMT 197

**Statistics for Business and Industry** \$240  
A comprehensive study of elementary statistical methods as applied to objective decision-making in business and industry. Students will be required to purchase a textbook and a preprogrammed statistical calculator. (Do not buy until first class meeting.)

Apr 09 Mon/Wed 9 wks BBY CRN 47883  
Jun 06 Wed/Fri/Mon 5 wks BBY 55358

0830-1230  
Wed/Sat/Mon 5 wks BBY 55360  
W/M 1800-2200, S 0830-1230

#### OPMT 198

**Productivity Engineering 1** \$160  
A fundamental course in productivity improvement based on a systematic, scientific approach to problem-solving methods/improvements. Includes economic feasibility, recording techniques, assembly and analysis of data, critical examination, the development and selection of alternative solutions. Case materials will explore applications to manufacturing, warehouse, office, materials management and general management engineering.

Apr 09 Mon 12 wks BBY CRN 45850

#### OPMT 298

**Productivity Engineering 2** \$160  
For students with OPMT 198. Allows them to complete a more detailed, complex study to final report and presentation in the areas of manufacturing, warehousing and storage. Expands upon productivity improvement through systematic, scientific problem-solving. Prerequisite: OPMT 198.

Apr 10 Tues 12 wks BBY CRN 50703

### Operations Management

#### OPMT 099

**Math for Business** \$200  
Offers the basic arithmetic and algebraic skills necessary to commence studies in the School of Business at BCIT.

Apr 10 Tues/Thurs 8 wks BBY CRN 44709

44953

48778

Apr 21 Sat 12 wks BBY 45059

0900-1300

Jul 03 Tues/Thurs 8 wks BBY 69114

Jul 30 Mon-Thurs 4 wks BBY 69425

1800-2100

Aug 20 Mon-Thurs 2 wks BBY 69411

0900-1600

#### OPMT 102

**Basic Mathematics of Finance** \$160  
A study of interest and its effects upon business and industry. Common financial analysis with appropriate calculations will be covered. Students will be required to purchase a preprogrammed financial calculator. (Do not buy calculator until first class meeting.)

Apr 09 Mon 12 wks BBY CRN 44574

Apr 10 Tues/Thurs 6 wks BBY 50684

#### OPMT 189

**Operations Management** \$240  
The nature, purpose and processes associated with operations management; the relevance of systems design, resource allocation, operations planning and control to the individual firm. How to identify and solve operational problems using quantitative methods.

Apr 09 Mon/Wed 9 wks BBY CRN 44714

### Direct Employment Training

#### CORT 933

**Legal Steno/Typist Part 2** \$218

Includes theoretical and practical legal paperwork, documentation, correspondence for law in the fields of civil and criminal litigation, divorce, labor, wills and estates, corporate and conveyancing. Prerequisite: CORT 931.

Apr 11 Wed 18 wks BBY CRN 46274

#### OFFC 925

**Cashier Training** \$160

Provides practical training in the operation of various types of electronic cash registers.

Apr 10 Tues/Thurs 3 wks BBY CRN 46312

May 01 Tues/Thurs 3 wks BBY 46329

May 22 Tues/Thurs 3 wks BBY 46477

### MEDICAL OFFICE ASSISTANT — A FIVE COURSE CERTIFICATE PROGRAM.

#### OFFC 935

**Medical Office Assistant: Medical Transcription** \$160

Designed for persons who are employed as medical office assistants, or students taking the Medical Office Assistant Program. Prerequisite: OFFC 936, 937.

Apr 14 Sat 6 wks BBY CRN 46283  
0930-1530

#### OFFC 936

**Medical Office Assistant: Anatomy and Physiology** \$186

Human anatomy and physiology. Prerequisite: OFFC 937.

Apr 10 Tues 14 wks BBY CRN 49996

#### OFFC 937

**Medical Office Assistant: Medical Terminology** \$186

Enables students to use basic medical terms and to spell and pronounce them. This course should be one of the initial courses taken by students wishing to enter the Medical Office Assistant Program.

Apr 11 Wed 12 wks BBY CRN 49871  
1815-2200

#### OFFC 938

**Medical Office Assistant: Office Practice** \$176

How to perform clerical duties associated with a medical office's medical forms, private and insurance billing, etc.

Apr 09 Mon 10 wks BBY CRN 48376

#### OFFC 939

**Medical Office Assistant: Clinical Procedures** \$186

How to use medical equipment, how to perform laboratory tests and assist physicians with specific examinations. Course includes basic CPR certification.

Apr 12 Thurs 12 wks BBY CRN 50009

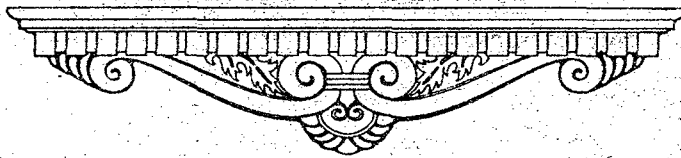
**REGISTER  
NOW!**

CLASSES START WEEK OF  
APRIL 9

PHONE

**434-1610**

1900-2200, unless otherwise noted in this flyer or at registration.



## Building

**BLDG 253**  
**B.C. Building Code: Housing** \$160  
Gives students a working knowledge of Part 9 of the 1987 Building Code for housing. Gives a basic understanding of plan checking, building inspection and acceptable materials, systems and methods used in housing construction.

Apr 11 Wed 12 wks BBY CRN 49656

**BLDG 351**  
**Drafting and Design: Architectural Design 3** \$318  
Studies specific aspects of design principles, design problem resolution, client statement of needs, design vocabulary and delegation of directions. Prerequisite: BLDG 251.

Apr 10 Tues/Thurs 12 wks BBY CRN 44723

**BLDG 353**  
**B.C. Building Code: General** \$160  
Examines the purpose, scope and contents of the B.C. Building Code, Parts 1 to 8, with specific study of Part 3: Use and Occupancy. Based on the changes effective July 1, 1987, this course will be of special interest to persons in design, drafting, construction, inspection and financing of buildings. Prerequisite: Some knowledge of building construction.

Apr 11 Wed 12 wks BBY CRN 49667

**BLDG 454**  
**Project Management: Construction Management** \$160  
Operation of a construction company's main office. Topics include cost control of construction operations, communication and coordination of site work, project completion procedures and controls. Prerequisite: Some knowledge of building construction.

Apr 03 Tues 12 wks BBY CRN 57407

**BLDG 456**  
**Construction Estimating 3** \$160  
Preparation of estimate summaries and bids or proposals to owners or clients. Construction cost accounting. Prerequisite: BLDG 356.

Apr 12 Thurs 12 wks BBY CRN 44633

## Chemical Sciences

**CHSC 164**  
**Paint Technology: Latex Paints** \$82  
Latex paints including aspects of polymer emulsion manufacture and the formulation and manufacture of latex paints. Prerequisite: CHSC 163.

Apr 11 Wed 6 wks BBY CRN 50455

**CHSC 170**  
**NDT Ultrasonics Level 1** \$509  
Meets the requirements of CGSB Standard 48-GP-7M, condition (b) for classroom training. (Maximum capacity 10.)

Jun 11 Mon-Fri 1 wk BBY CRN 55739

**CHSC 172**  
**NDT Magnetic Particle and Liquid Penetrant** \$509  
Meets CGSB Standard 48-GP-8M and 9M condition (b) Level 1.

May 28 Mon-Fri 1 wk BBY CRN 49629

**CHSC 176**  
**NDT Eddy Current Level 1** \$275  
Meets classroom training requirements as stipulated in CGSB Standard 48-GP-13M for Level 1.

Jun 04 Mon/Tues 2 dys BBY CRN 57741

**CHSC 270**  
**NDT Ultrasonics Level 2** \$509  
Meets the requirements of CGSB Standard 48-GP-7M, condition (b) for classroom training. (Maximum capacity 10.) Prerequisite: CHSC 170 or be a certified level 1 operator.

Aug 20 Mon-Fri 1 wk BBY CRN 73263

**CHSC 276**  
**NDT Eddy Current Level 2** \$275  
Meets classroom training requirements as stipulated in CGSB Standard 48-GP-13M for Level 2. Prerequisite: CHSC 176.

Jun 06 Wed/Thurs 2 dys BBY CRN 57753

## Civil Technology

**CIVL 104**  
**Construction Materials Testing Fundamentals** \$148  
A laboratory oriented course to familiarize students with lab and testing procedures for construction materials. Prerequisite to CIVL 109, 110.

Apr 11 Wed 10 wks BBY CRN 50071

**CIVL 159**  
**Hydrology 1** \$106  
An introduction to the terminology, concepts and fundamentals of hydrology as related to the Engineering technologies.

Apr 09 Mon 8 wks BBY CRN 50869

**CIVL 175**  
**Introduction to Highways** \$138  
(Formerly Roads and Streets.) An Introduction to the basic elements of highway and street design based on topographic mapping and geometric design standards. Prerequisite: MECH 140 or basic drafting ability or departmental approval.

Apr 10 Tues 10 wks BBY CRN 50085

**CIVL 274**  
**Estimates and Contracts for Heavy Construction 2** \$160  
Allows students to gain further experience in the preparation of estimates, and problems which arise in the administration of contracts for heavy construction jobs. Prerequisite: CIVL 173 or departmental approval.

Apr 10 Tues 12 wks BBY CRN 57415

**CIVL 278**  
**Municipal Services 1** \$138  
The detail design of storm and sanitary gravity sewer systems and municipal water distribution networks. Prerequisite: CIVL 273 and 315 or departmental approval.

Apr 11 Wed 10 wks BBY CRN 50874

**CIVL 350**  
**Stress Analysis 2** \$138  
A more advanced examination of stress and strain in timber, steel and concrete from a civil engineering analysis and design viewpoint. Prerequisite: CIVL 250.

Apr 12 Thurs 10 wks BBY CRN 50883

**CIVL 483**  
**AutoCAD 2 for Civil Engineering** \$275  
Advanced civil engineering adaptations to AutoCAD employing LISP and drawing exchange files. Prerequisite: AICO 213 or CIVL 383 or departmental approval.

Apr 12 Thurs 12 wks BBY CRN 50060

## Computer Aided Engineering



AUTOCAD



A.T.C.

Computer Aided Engineering is an Authorized AutoCAD Training Centre.

NOTE: (DOS) or (UNIX) under course date indicates course will be scheduled in a DOS or UNIX lab environment.

The DOS and UNIX terms refer to the operating system for the AutoCAD software. The AutoCAD package looks and operates exactly the same way regardless of which operating system the computer is using. A student using DOS or UNIX will see no difference in the command structure of AutoCAD. The hardware utilizing DOS are IBMs while the UNIX operating system is being run on SUN SPARC 1 workstations.

## Employers get opportunities to

When H.A. Simons Engineering wanted to upgrade its staff's knowledge of process piping recently, it turned to BCIT. When the District of Surrey needed some training for its maintenance supervisors in December, it asked BCIT. When Polar Design Associates, a Vancouver-based firm, needed quick and convenient AUTO-CAD training last fall, BCIT was able to help.

BCIT's new mandate, to provide advanced technology training to people throughout the province, is more than just theory to these three companies. It's

cleared the way for tangible training opportunities.

Operating for less than a year now, the Industrial Technology Training Network at BCIT is the direct result of this government approved mandate. For people in industry needing to upgrade their staff in specific fields, there is now the possibility of training directly related to those needs, at times and locations that work.

H.A. Simons is working with BCIT to develop a series of courses on process piping particularly for the pulp and paper industry. Some process piping courses

**AICO 213**  
**AutoCAD 1** \$275  
Microcomputer based CADD using the latest release of AutoCAD software on IBM ATs. Prerequisite: MECH 140 or appropriate drafting experience.

Apr 02 Mon-Fri 1 wk BBY CRN 47767

Apr 07 Sat 6 wks BBY 43395

Apr 07 Sat 6 wks BBY 47639

Apr 07 Sat 6 wks DEC 59462

Apr 09 Mon-Fri 1 wk BBY 47775

Apr 09 Mon 12 wks BBY 48726

Apr 10 Tues 12 wks BBY 53491

Apr 10 Tues 12 wks DEC 59490

Apr 11 Wed 12 wks BBY 43338

Apr 12 Thurs 12 wks BBY 53504

Apr 23 Mon-Fri 1 wk BBY 47756

Apr 23 Mon-Fri 1 wk DEC 59477

May 07 Mon-Fri 1 wk BBY 49551

May 14 Mon-Fri 1 wk BBY 53472

May 14 Mon-Fri 1 wk DEC 59486

May 26 Sat 6 wks BBY 53489

May 28 Mon-Fri 1 wk BBY 53510

Jun 04 Mon-Fri 1 wk BBY 53528

Jun 11 Mon-Fri 1 wk BBY 55069

**AICO 214**  
**AutoCAD 2** \$275

A continuation of AICO 213. Class assignments may be tailored to discipline areas depending on student background. Prerequisite: AICO 213 or equivalent.

Apr 10 Tues 12 wks BBY CRN 47621

Apr 30 Mon-Fri 1 wk BBY 47300

May 26 Sat 6 wks BBY 50591

May 26 Sat 6 wks DEC 59509

May 28 Mon-Fri 1 wk DEC 59514

Jun 18 Mon-Fri 1 wk BBY 47781

**AICO 218**  
**AutoCAD AEC** \$275

This course will emphasize the production of 2D/3D drawings for the architectural environment. Using AutoCAD AEC software, the student will progress from basic drawings to the generation of more advanced projects using customized AEC templates. Prerequisite: AICO 213.

Apr 09 Mon 12 wks BBY CRN 49565

**AICO 220**  
**SmartCAM** \$275  
Automatic tool path takeoff from a CAD model. Exposure to production model CNC milling machines and lathes. Software tools will be SmartCAM and may also include AutoCAD and Computervision in the production of the CAD model.

Apr 09 Mon 12 wks BBY CRN 43457

**AICO 225**  
**AutoCAD 3** \$135  
An introduction to the 3D capabilities of AutoCAD. Covers the fundamentals of 3D construction, surface generation and shading using AutoSHADE. Prerequisite: AICO 214.

Apr 10 Tues 6 wks BBY CRN 57439

May 22 Tues 6 wks BBY 57442

**AICO 313**  
**AutoLISP Programming** \$275  
An introductory course to programming in AutoLISP. Prerequisite: AICO 214 or CDCM 216 and an introductory programming language or equivalent.

Apr 11 Wed 12 wks BBY CRN 49208

NOTE: For information on DESKTOP PUBLISHING see section titled BUSINESS COMMUNICATIONS/MEDIA TECHNIQUES.

## UNIX System V

**AICO 980**  
**Introduction to UNIX** \$135  
Topics include elementary UNIX commands, files and directory structures, the VI editor, piping, and shell script programming with Bourne or C shells. Students will use UNIX SYSTEM V or Sun OS, a hybrid SYSTEM V/BSD UNIX.

Apr 02 Mon-Wed 1 wk BBY CRN 53134

Apr 04 Wed-Fri 1 wk BBY 53117

Apr 09 Mon 6 wks BBY 57693

Apr 10 Tues 6 wks BBY 53126

Apr 11 Wed 6 wks BBY 57706

Apr 30 Mon-Wed 1 wk BBY 53143

May 02 Wed-Fri 1 wk BBY 57687

## INTERGRAPH

**CDCM 215**  
**Micro-Station Intergraph 1** \$275  
Designed for the user of Intergraph's micro-computer based micro station software.

Apr 11 Wed 12 wks BBY CRN 52008

Apr 17 Tues-Fri 1 wk BBY 51991

**CDCM 216**  
**Micro-Station Intergraph 2** \$275  
A continuation of CDCM 215. Customizing a CAD system using cell libraries and tablet menus. Prerequisite: CDCM 215.

Apr 10 Tues 12 wks BBY CRN 53178

**CDCM 311**  
**3D-CAD Drafting** \$275  
Elementary 3D modelling, auxiliary, isometric and perspective projections using a computer. Prerequisite: CDCM 216.

Apr 09 Mon 12 wks BBY CRN 43383

*Most Burnaby classes run 3 hours a night,*

## upgrade staff through BCIT

CAD course content didn't need tailoring, the timing did. What had been offered to others as a five-day course was altered so that Polar's employees could learn AUTOCAD in two full weekends plus a Friday.

"Part of our new microcomputer lab is dedicated to AUTOCAD equipment," says Marv Woolley, acting director of part-time studies for the School of Engineering Technology. "We were able to make good use of that equipment at times when it wasn't in high demand by our regular students."

Not all industry-requested training takes place on the BCIT campus. A two-day program on effective supervision was led by BCIT instructor Steve Berry in December at the District of Surrey's offices. Two computer-assisted drafting courses were offered in Victoria to Ministry of Forests employees during the year.

"We're trying to be flexible and responsive," Woolley says. "We won't sacrifice the quality of our full-time instruction, but offering contract training like this makes good use of our facilities and lets industry utilize the expertise of our faculty."



### CHSC 901 \$850 1990 Pulp and Paper Technology Summer Institute

The 1990 BCIT Pulp and Paper Technology Summer Institute presents an overview of the Pulp and Paper industry. The program will include about 30 speakers from the industry who will discuss the basics of Pulp and Paper Manufacturing together with current innovations in technology. The discussion will be directed primarily to the principles and methods of manufacture consistent with the theme of this seminar "The 1990's: A Decade of Opportunity". Emphasis will be given to subjects such as environmental legislation, fibre recycling, improved utilization and new technology. Other features of the technical program include: Kraft and CTMP mill tours, a report on the first newsprint mill in the B.C. Interior, a half day session on the technology of environmental protection and evening R&R sessions. Early registration is recommended. For registration and enquiries call Gordon Harris at 435-1908.

Jun 10 Sun-Fri 1 wk Prince George  
CRN 47164

### Computer Systems

NOTE: Course fees do not normally include texts or supplies.

<b>COMP 901</b>					
<b>Computing for the Timid \$70</b>					
A 4-week course for those who have never used a computer and are afraid to.					
Apr 09	Mon	4 wks	BBY	CRN 43281	
			COQ	43482	
Apr 11	Wed	4 wks	BBY	57026	
			COQ	57034	
Apr 14	Sat	2 wks	BBY	57065	
			COQ	57078	
Apr 22	Sun	2 wks	DEC	59949	
May 09	Wed	4 wks	BBY	57043	
May 14	Mon	4 wks	BBY	43515	
Jun 06	Wed	4 wks	BBY	57051	
Jun 18	Mon	4 wks	BBY	57017	

### STATEMENT OF COMPLETION IN OFFICE COMPUTER SKILLS COURSES

<b>COMP 109</b>					
<b>Exploring DOS \$225</b>					
Examines the PC/MS Disk Operating System (DOS) in depth for those who feel they know just a little about a PC. Prerequisite: COMP 901 or equivalent.					
Apr 09	Mon	6 wks	HAS	CRN 59512	
			RIC	59880	
May 23	Wed	6 wks	RIC	59802	
<b>COMP 117</b>					
<b>Wordperfect 5 Level 1 \$150</b>					
Covers the concepts of word processing using Wordperfect 5, creating, modifying and printing a document. Prerequisite: COMP 109.					
Apr 10	Tues	4 wks	HAS	CRN 59606	
Apr 11	Wed	4 wks	RIC	59733	
Jun 07	Thurs	4 wks	RIC	59851	
<b>COMP 118</b>					
<b>Wordperfect 5 Level 2 \$150</b>					
Continuation from COMP 117, covering spell checking, parallel columns and macros. Prerequisite: COMP 117.					
May 08	Tues	4 wks	HAS	CRN 59635	
May 09	Wed	4 wks	RIC	59779	
<b>COMP 119</b>					
<b>Wordperfect 5 Level 3 \$150</b>					
Continuation from COMP 118, covering line drawing, graphic work, calculations, outlining, sort/merge and writing macros. Prerequisite: COMP 118.					
Jun 05	Tues	4 wks	HAS	CRN 59670	
Jun 06	Wed	4 wks	RIC	59843	
<b>COMP 147</b>					
<b>LOTUS 1-2-3 Level 1 \$150</b>					
Covers the concepts of a spreadsheet using LOTUS 1-2-3, basic functions, appearance and entering data. Prerequisite: COMP 109.					
Apr 11	Wed	4 wks	HAS	CRN 59619	
Apr 12	Thurs	4 wks	RIC	59744	
May 08	Tues	4 wks	RIC	59757	
<b>COMP 148</b>					
<b>LOTUS 1-2-3 Level 2 \$150</b>					
Continuation from COMP 147, covering graphs and managing databases. Prerequisite: COMP 147.					
May 09	Wed	4 wks	HAS	CRN 59641	
May 10	Thurs	4 wks	RIC	59798	
Jun 05	Tues	4 wks	RIC	59826	
<b>COMP 149</b>					
<b>LOTUS 1-2-3 Level 3 \$150</b>					
Continuation from COMP 148, covering macros, automating tasks, and menus. Prerequisite: COMP 148.					
Jun 06	Wed	4 wks	HAS	CRN 59688	
Jun 07	Thurs	4 wks	RIC	59865	
<b>COMP 157</b>					
<b>dBASE IV Level 1 \$150</b>					
Covers the concepts of a microcomputer database using dBASE IV, including creating, data entry, manipulation of data and inquiry. Prerequisite: COMP 109.					
Apr 10	Tues	4 wks	RIC	CRN 59725	
Apr 12	Thurs	4 wks	HAS	59622	
Jun 04	Mon	4 wks	RIC	59817	
<b>COMP 158</b>					
<b>dBASE IV Level 2 \$150</b>					
Continuation from COMP 157, covering linking multiple tables and the application generator. Prerequisite: COMP 157.					
May 08	Tues	4 wks	RIC	CRN 59766	
May 10	Thurs	4 wks	HAS	59653	
<b>COMP 159</b>					
<b>dBASE IV Level 3 \$150</b>					
Continuation from COMP 158, covering major statements used in Command File programming. Prerequisite: COMP 158.					
Jun 05	Tues	4 wks	RIC	CRN 59834	
Jun 07	Thurs	12 wks	HAS	59697	
<b>COMP 175</b>					
<b>ACCPAC General Ledger \$150</b>					
Covers the general ledger system, including converting existing systems to Accpac, batch transactions, and printing reports. Prerequisite: COMP 109 and basic understanding of accounting principles.					
Apr 09	Mon	4 wks	RIC	CRN 59700	
May 10	Thurs	4 wks	RIC	59782	
Jun 04	Mon	4 wks	HAS	59664	

### GENERAL AND CERTIFICATE COURSES

**COMP 104**  
**Computers in Business \$160**  
For those not specializing in computers to familiarize them with terminology and concepts used in the computer industry. Prerequisite: COMP 126.  
Apr 09 Mon 12 wks BBY CRN 44255  
Jul 03 Tues/Thurs 6 wks BBY 69229

**COMP 107**  
**Understanding PC/MS DOS \$100**  
Gives an in-depth knowledge of the PC/MS Disk Operating System (DOS) to those who feel they know nothing about a PC. Prerequisite: COMP 901 or equivalent.

Apr 09	Mon	6 wks	DEC	CRN 59424	
Apr 10	Tues	6 wks	BBY	56667	
Apr 12	Thurs	6 wks	BBY	56681	
			COQ	56694	
Apr 28	Sat	3 wks	BBY	56720	
			COQ	56736	
May 06	Sun	3 wks	DEC	59558	
May 22	Tues	6 wks	BBY	56675	
May 24	Thurs	6 wks	BBY	56705	
			COQ	56718	
Jun 04	Mon	6 wks	DEC	59424	
Jul 03	Tues/Thurs	3 wks	BBY	73581	

**COMP 114**  
**Word Processing Concepts \$70**  
Using a microcomputer, this course introduces the beginning student to the basic concepts of word processing. Prerequisite: COMP 107.

Apr 09	Mon	4 wks	BBY	CRN 56747	
Apr 10	Tues	4 wks	BBY	56763	
Apr 11	Wed	4 wks	BBY	56772	
Apr 12	Thurs	4 wks	BBY	56789	
May 14	Mon	4 wks	COQ	56754	
May 19	Sat	2 wks	BBY	56791	
			COQ	56809	
May 27	Sun	2 wks	DEC	59560	

**COMP 115**  
**Spreadsheet Concepts \$70**  
Using a microcomputer, this course introduces the beginning student to the basic concepts of spreadsheets. Prerequisite: COMP 107.

May 08	Tues	4 wks	BBY	CRN 56837	
May 09	Wed	4 wks	BBY	56846	
			COQ	56858	
May 10	Thurs	4 wks	BBY	56860	
May 14	Mon	4 wks	BBY	56814	
Jun 02	Sat	4 wks	BBY	56871	
			COQ	56885	
Jun 10	Sun	2 wks	DEC	59571	
Jun 18	Mon	4 wks	COQ	56823	

**COMP 116**  
**Microcomputer Database Concepts \$70**  
Using a popular database package and a microcomputer, this course introduces the beginning student to the basic concepts of microcomputer databases. Prerequisite: COMP 107.

Jun 05	Tues	4 wks	BBY	CRN 56907	
Jun 06	Wed	4 wks	BBY	56915	
			COQ	56921	
Jun 07	Thurs	4 wks	BBY	56939	
Jun 16	Sat	2 wks	BBY	56942	
			COQ	56950	
Jun 18	Mon	4 wks	BBY	56892	
Jun 24	Sun	2 wks	DEC	59585	

### CEIC FINANCIAL SUPPORT

Prospective students please note: For some courses your employer may be eligible for financial support through the skill shortage or skill investment options of the Canadian Job Strategy Program. This could offset some or all of your training costs. Interested employers should contact their local Canada Employment Centre for further details.

1845-2145, 1 or 2 nights a week, unless otherwise noted.



APRIL 6, 7 &amp; 8, 1990

Once every two years, BCIT invites you to Open House. For three days the Burnaby Campus is transformed as students create displays and demonstrations that will show you the wide range of trade and technology programs BCIT offers. Almost 100 different programs display the latest training in the fields of engineering, business, health and trades. We'll give you tours, live entertainment, food, clowns, jugglers and the chance to participate in many displays. You can pick up information for the future and enjoy yourself for the day. Interested in registering for a full-time or part-time program? Registration and counselling will be available for all three days of Open House. Call 434-3304 now for registration information.

### Bring Your Children Along

There'll be lots for them to see and do, and supervised qualified daycare will be available on campus.

### Open House Hours:

Friday, April 6, 9 am-8 pm  
Saturday, April 7, 10 am-6 pm  
Sunday, April 8, 10 am-6 pm

### Admission and Parking are Free

For more information on Open House call 438-8272.



Open House '88



Open House '88



Open House '88

## Computer Systems contd.

### COMP 126 Programming Concepts and Methodology \$193

Covers the principles and concepts of computer programming for those intending to become involved in the computer industry. Prerequisite: COMP 107, 114, 115, 116.

Apr 09 Mon 12 wks BBY CRN 56968  
Apr 11 Wed 12 wks BBY 56973

### COMP 130 Assembler Programming Language Level 1 \$193

The 1st-level course of programming in Assembler on the IBM Mainframe computer. Prerequisite: COMP 126.

Apr 10 Tues 12 wks BBY CRN 44261  
Apr 22 Sun 6 wks BBY 47153  
Jul 03 Tues/Thurs 6 wks BBY 69212

### COMP 132 FORTRAN IV Programming Language Level 1 \$160

A 1st-level course of programming in FORTRAN IV which will enable students to write simple business programs. Prerequisite: COMP 126.

Apr 09 Mon 12 wks BBY CRN 56984

### COMP 137 C Programming Language Level 1 \$193

A 1st-level course of programming in C language including data types, control constructs and syntax. Prerequisite: COMP130/236.

Apr 09 Mon 12 wks BBY CRN 50729  
Apr 12 Thurs 12 wks BBY 47122  
Jul 03 Tues/Thurs 6 wks BBY 72461

### COMP 144 Assembler Microcomputer Programming Language: IBM PC Level 1 \$193

A 1st-level course in programming using the Assembler Language on the IBM PC microcomputer. Prerequisite: COMP 126.

Apr 20 Fri 12 wks BBY CRN 44287  
Jul 03 Tues/Thurs 6 wks BBY 69256

### COMP 145 BASIC Microcomputer Programming Language: IBM PC \$193

A 1st-level course which provides an understanding of MS QUICK BASIC as used on the IBM PC microcomputer. Prerequisite: COMP 126.

Jul 04 Wed/Mon 6 wks BBY CRN 69248

### COMP 160 Computer Systems Introduction Level 1 \$160

Introduces the basic skills and techniques required for systems analysis and design. Prerequisite: COMP 126.

Jun 02 Sat 6 wks BBY CRN 44682

### COMP 162 Microcomputer Using dBASE Level 1 \$193

Covers the elementary programming features of dBASE IV, including development of a menu-driven system. Prerequisite: COMP 126.

Apr 12 Thurs 12 wks BBY CRN 50730

### COMP 164 Microsoft Word \$101

A 6-week course using IBM PC's covering the basics of this word processing package which can be used on IBM PCs and Apple MacIntoshes.

Apr 10 Tues 6 wks BBY CRN 43498  
May 22 Tues 6 wks BBY 43507

### COMP 167 Wordperfect \$200

Covers the basic level of this current word processing package and many special features. Prerequisite: COMP 107.

Apr 12 Thurs 12 wks DEC CRN 59445

### COMP 169 LOTUS 1-2-3 Level 1 \$196

All basic principles of this spreadsheet package are explained and practiced.

Apr 10 Tues 12 wks COQ CRN 51870  
Apr 11 Wed 12 wks BBY 49353  
DEC 59459

### COMP 187 Computerized Accounting \$196

Teaches the "Bedford Integrated Accounting" package to those with some knowledge of computing and accounting. Prerequisite: COMP 107, FMGT 101.

Apr 10 Tues 12 wks BBY CRN 47908

### COMP 190 Meet the Mac \$200

Uses "hands-on" experience to learn to use the Macintosh computer and some software packages.

Apr 11 Wed 12 wks BBY CRN 59904

### COMP 233 COBOL Programming Language Level 1 \$160

A 1st-level course, which includes all language components required to write simple business report programs. Prerequisite: COMP 126.

Apr 10 Tues 12 wks BBY CRN 44321

### COMP 236 PASCAL Programming Language \$193

Covers the language's entire repertoire of instructions, enabling students to read and write structured programs in PASCAL. Prerequisite: COMP 126.

Apr 09 Mon 12 wks BBY CRN 44339  
Jul 03 Tues/Thurs 6 wks BBY 69230

### COMP 237 C Programming Language Level 2 \$193

Covers development and use of program libraries and software tools in the C environment — a continuation of COMP 137. Prerequisite: COMP 137.

Apr 11 Wed 12 wks BBY CRN 47135

### COMP 241 Data Communications Concepts Level 1 \$160

Students become conversant with data communication applications and related concepts. Prerequisite: Programming or Systems Design experience.

Apr 09 Mon 12 wks BBY CRN 47840

### COMP 244 Assembler Micro Programming Language: IBM PC Level 2 \$196

Continuation of COMP 144. Programming in ASSEMBLER Language on the IBM PC. Prerequisite: COMP 144.

Apr 11 Wed 12 wks BBY CRN 47895

### COMP 245 BASIC Microcomputer Programming Language: IBM PC Level 2 \$193

Continues from COMP 145 using Microsoft QUICKBASIC. Prerequisite: COMP 145.

Apr 11 Wed 12 wks BBY CRN 57788

### COMP 260 Computer Systems Introduction Level 2 \$160

Continuation of COMP 160. Develops analytical skills and basic computer systems design techniques. Prerequisite: COMP 160.

Apr 10 Tues 12 wks BBY CRN 44342  
Jul 04 Wed/Mon 6 wks BBY 69203

### COMP 262 Data Base Concepts Level 1 \$160

Introduces the principles involved in the evaluation, selection and implementation of data base management systems. Prerequisite: Programming or systems design experience.

Apr 11 Wed 12 wks BBY CRN 44350

*Hastings Street, Coquitlam and Richmond classes run 3 hours per*



Open House '88



Open House '88

## Open House Plans Promise Lots to See and Do

"Alumni coming back to BCIT during Open House next April will be absolutely amazed at some of the things that are going on here, especially the use of technology," said one of BCIT's biggest supporters, Board Chairman Wynne Powell. Open House, set for April 6, 7 and 8, is an inside look at BCIT offered once every two years.

Expected to draw thousands of people to the Burnaby campus, Open House will feature behind the scenes views of programs and activities that will demonstrate why BCIT grads are in demand in the workplace. "Demonstrations of the types of projects students are involved in, as well as retraining possibilities for people will be major parts of Open House," explained Powell. "Not only alumni, but potential students, employers and industry will see that BCIT is a resource that they can use in B.C."

Regular classes for most programs will be cancelled on the first day of Open House, Friday, April 6. Many school groups from around the province have been invited to pay a visit to the campus on that day, although the public is welcome as well. Many alumni will be expected during the two days following.

Arranging the details of demonstrations and coordinating activities during Open House is the responsibility of a 14-member student committee headed by Lori De Cou, a second year Marketing student. "We want alumni to see what's available now that wasn't when they were students," De Cou said. "Open House will be a great shopping ground for ideas — not only ideas that they could use as employees and employers, but ideas that they can offer BCIT to keep programs relevant to industry's needs."

"There could be up to 100 different displays in all program areas," she said, "and counsellors will be available throughout the three days." A VIP weekend at BCIT is being offered to Grade 11, 12 and post-secondary students in nine regions of the province, thanks to Open House corporate sponsors Air BC, Holiday Inn Metrotown and Shoppers Drug Mart. Other corporate sponsors who can offer prizes or donations are also being lined up as plans are finalized.

"This is a particularly special Open House for us this year," Board Chairman Powell said. "It's the 25th anniversary of our first graduating class, the class of '64. There's a lot of us out here now that would benefit by coming back to BCIT — for a look at what the new grads are learning or for retraining possibilities for ourselves."

## Join the Party

Missing your old classmates? Want to be part of BCIT's Open House?

Then organize a reunion of your class during Open House next April. We'll help you track those old friends down. Call Helen Hurley at the BCIT Alumni Office for details — 432-8847.

## Computer Systems contd.

**COMP 266**  
Microcomputers: Business Applications \$193  
Uses LOTUS 1-2-3 to construct business models in areas such as budgeting, etc. Prerequisite: COMP 169.

Apr 09 Mon 12 wks BBY CRN 44368

**COMP 267**  
Microcomputers: Package Implementation \$193  
Using lectures, hands-on experience and data, students will be guided through all phases of the installation of a comprehensive business package. Prerequisite: COMP 107.

Apr 12 Thurs 12 wks BBY CRN 56996

**COMP 286**  
Novell Netware 286 \$100  
Provides a complete overview of the Netware 286 operating system. Selection of equipment, Netware installation, and system administration responsibilities are discussed. Prerequisite: COMP 107, OPMT 188.

Apr 12 Thurs 6 wks BBY CRN 59910

**COMP 287**  
Smalltalk and Object Oriented Programming \$196

The exciting and influential trend to OOPs with respect to programmer productivity, graphical interfaces and symbolic programming is explored using Smalltalk, the quintessential OOP language. Prerequisite: IBM Micro experience and a Level 1 programming language.

Apr 10 Tues 12 wks BBY CRN 59899

**COMP 288**  
Actor, Ops and MS Windows \$196  
Uses Actor to explore powerful object-oriented programming techniques in Microsoft Windows, the industry standard for DOS-based graphical interface software and multitasking. Prerequisite: IBM Micro experience and a Level 1 programming language.

Apr 09 Mon 12 wks BBY CRN 59928

**COMP 333**  
COBOL Programming Language Level 2 \$160  
Continuation of COMP 233. Includes tape and disk file organization, utility programs and libraries, and table look-ups. Prerequisite: COMP 233.

Apr 11 Wed 12 wks BBY CRN 43853

**COMP 334**  
PL/I Programming Language Level 2 \$160  
The second level course. A continuation of COMP 234. Includes disk and tape processing. Prerequisite: COMP 234.

Apr 12 Thurs 12 wks BBY CRN 43301

**COMP 341**  
Data Communications Concepts Level 2 \$160

Continuation of COMP 241. Covers protocols and data link controls, LAN's, and line facilities provided by common carriers. Prerequisite: COMP 241.

Apr 10 Tues 12 wks BBY CRN 43294

**COMP 346**  
FOCUS \$193  
How to create, update, and report from FOCUS data bases using FOCUS commands, TABLETALK and FILETALK. Prerequisite: COMP 162 and a high-level programming language.

Apr 12 Thurs 12 wks BBY CRN 47141

**COMP 349**  
POWERHOUSE Programming Language Level 2 \$193  
A continuation of COMP 249. A more advanced study of this 4th generation language. Prerequisite: COMP 249.

Apr 10 Tues 12 wks BBY CRN 47106

**COMP 362**  
Database Concepts Level 2 \$193  
Continuation of COMP 262. Includes information modelling, logical object analysis and normalizing relationships. Prerequisite: COMP 262.

Apr 10 Tues 12 wks BBY CRN 47119

**COMP 385**  
Applied Artificial Intelligence: Expert Systems \$193  
The formalization and storage of knowledge, automated reasoning strategies, problem selection, software tools and industry trends. Prerequisite: COMP 126 and a Level 1 programming language.

Apr 11 Wed 12 wks BBY CRN 44698

**COMP 440**  
CICS \$193  
How to design and code on-line programs including screen mapping, on the IBM Mainframe. Prerequisite: COMP 334.

Apr 09 Mon 12 wks BBY CRN 47852

**COMP 484**  
Decision Support Systems 3: Implementation \$193

Explains the architectural structure of a database management system, model base management system, and user interface. Prerequisite: COMP 237, 384.

Apr 12 Thurs 12 wks BBY CRN 57002

## Electronics Technology

**ELEX 504**  
8086/8088 Microprocessor Design \$195  
Learn ASSEMBLY language programming and interfacing on Intel MCS8086 development boards and 8088 PCs. Prerequisite: ELEX 202 or equivalent or departmental approval.

Apr 11 Wed 12 wks BBY CRN 59072

**ELEX 551**  
Using PALs \$235  
Teaches the basics of user programmable logic devices to customize address decoders, odd-sequence counters, and state machines using chips like the 16L8, 16R8, 22V10 and EP1800. Students learn to use IBM PC software like PALASM or ABEL to generate JEDED fuse maps. Assistance will be provided with client design projects. Prerequisite: For people working in the digital/electronics industry with previous digital training or experience.

Apr 10 Tues 8 wks BBY CRN 57719

**ELEX 900**  
Microcomputer Experimentation on IBM PC \$155

Introduces hardware and software concepts necessary for information input/output using assembly computer language on IBM PC's with 8088/8086 microprocessors. Of interest to engineering technologists and hobbyists in electronics or computer systems.

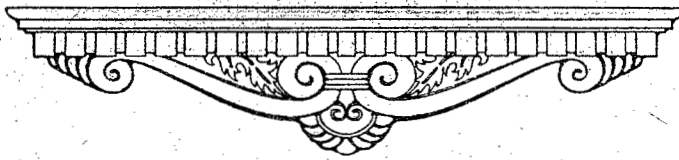
Apr 09 Mon 6 wks BBY CRN 53576  
Jun 05 Tues/Thurs 3 wks BBY 55309

**ELEX 906**  
PLCs for Engineers and Technologists \$295  
High level systems. Hands-on training on GE Series 6 (Genius I/O) systems. Prerequisite: ELEX 905 or equivalent experience or departmental approval.

Apr 23 Mon 8 wks BBY CRN 57722

night, from 1845-2145, for 2 nights a week, unless otherwise noted.





### \*\*\*PREVIEW\*\*\*

Check upcoming publications for more information on the following courses which will be offered in Spring 1990 and Fall 1990 Terms.

#### SPRING 1990

##### ELEX 210 Pascal

Watch for June, 1990 offering

#### FALL 1990

##### ELEX 948 Distributed Computer and Control Systems

Watch for September, 1990 offering.

### Fish Harvesting and Processing Technology

**FISH 910**  
**Seafood Retailing and Distribution** \$275  
Enables students to identify fishery products, understand and evaluate seafood quality, minimize quality loss during transport, receiving, storage and display; promote seafood. Provides hands-on experience and the opportunity to learn from industry experts. For those now working at a seafood counter or specialty store or those seeking employment in this area. Course includes a Saturday field trip.

For further information please contact Denise Nordin at 432-8269

Mar 21 Wed 12 wks BBY CRN 39133

### Geographic Information Systems (GIS)

**AICO 522**  
**Introduction to C Programming** \$275  
Emphasis on structured programming techniques in either a UNIX or DOS environment. ANSI Standard "C". Problems drawn from engineering, GIS and graphics.

Apr 12 Thurs 10 wks BBY CRN 57468  
Apr 23 Mon-Fri 1 wk BBY 57450

**AICO 523**  
**Data Structures in "C"** \$275  
A continuation of AICO 522. Stress on data structures, type definitions and fields. Problems drawn from GIS. Prerequisite: AICO 522.

Jun 11 Mon-Fri 1 wk BBY CRN 57473

**AICO 524**  
**Forest Management Systems (GIS)** \$275  
An overview for forest resource managers of the capabilities of GIS. Stress on economical applications using case demonstrations.

Apr 17 Tues-Fri 1 wk DEC CRN 57484  
May 14 Mon-Fri 1 wk DEC 57496

**AICO 525**  
**Introduction to GIS (PAMAP)** \$275  
Introduction to operational aspects of GIS using the PAMAP GIS in a microcomputer environment. Working problems drawn from resource management.

Apr 12 Thurs 12 wks BBY CRN 57500  
May 14 Mon-Fri 1 wk BBY 57511

**AICO 526**  
**Introduction to GIS (TERRASOFT)** \$275  
Introduction to operational aspects of GIS using TERRASOFT GIS in a microcomputer environment. Working problems drawn from resource management.

Apr 09 Mon 12 wks BBY CRN 57525  
Apr 10 Tues 12 wks BBY 57533  
Apr 21 Sat 6 wks BBY 57557  
May 07 Mon-Fri 1 wk DEC 57544

#### AICO 527 Land Related Information Systems (LRIS) \$275

An overview course for surveyors and municipal personnel of LRIS, covering the multi-purpose cadastre, municipal mapping, data entry, map-merging and analysis. Case studies will be used to illustrate.

Apr 23 Mon-Fri 1 wk DEC CRN 57566  
Jun 25 Mon-Fri 1 wk DEC 57579

**AICO 528**  
**Introduction to GIS (ARC/INFO)** \$275  
Introduction to operational aspects of GIS using the ARC/INFO GIS in a Sun workstation environment. Working problems drawn from resource management and urban applications.

Apr 09 Mon 12 wks BBY CRN 57582  
Apr 11 Wed 12 wks BBY 57604  
May 21 Mon-Fri 1 wk BBY 57610

**AICO 529**  
**Introduction to DBMS (dBASE)** \$275  
Database concepts and models, data entry, editing, updating, query and report generation, importing and exporting of data, programming for dBASE. Working problems drawn from engineering and GIS.

Apr 11 Wed 12 wks BBY CRN 57735

**AICO 623**  
**Graphics Programming in C** \$275  
Covers principles of interactive computer graphics, two and three-dimensional transformations, fundamental algorithms for computer graphics. Students will write C programs utilizing graphics libraries (PHIGS, GKS) in a UNIX environment. Working problems drawn from engineering and GIS. Prerequisite: AICO 522 and 523 or equivalent. Knowledge of UNIX to an introductory level is recommended.

Jun 18 Mon-Fri 1 wk BBY CRN 57632

**AICO 626**  
**Advanced GIS Software (TERRASOFT)** \$275

A continuation of AICO 526 covering database linkage, use of database software, coordinate geometry, digital terrain modelling, analytical GIS functions and importing and exporting of data. Students will have the opportunity to work on a project and data set of their own choosing. Prerequisite: AICO 526.

Jun 02 Sat 5 wks BBY CRN 57655  
Jun 18 Mon-Fri 1 wk DEC 57649

**AICO 628**  
**Advanced GIS Software (ARC/INFO)** \$275  
A continuation of AICO 528, covering use of Arc Macro language programming, database software, coordinate geometry, digital terrain modelling, analytical GIS functions and importing and exporting of data. Students will have the opportunity to work on a project and data set of their own choosing. Prerequisite: AICO 528.

May 19 Sat 6 wks BBY CRN 57676  
Jun 25 Mon-Fri 1 wk BBY 57661



#### FISH 910

##### Seafood Retailing and Distribution

\$275

Enables students to identify fishery products, understand and evaluate seafood quality, minimize quality loss during transport, receiving, storage and display; promote seafood. Provides hands-on experience and the opportunity to learn from industry experts. For those now working at a seafood counter or specialty store or those seeking employment in this area. Course includes a Saturday field trip.

For further information please contact Denise Nordin at 432-8269

Mar 21 Wed 12 wks BBY CRN 39133

### Landscape Technology

#### LAND 105 Plant Introduction \$160

This introduction to plant material will enable the student to identify and describe the mature size, form, color, texture, growth habit, landscape use and cultural requirements of 125 common plants. Prerequisite: LAND 104 recommended but not required.

Apr 21 Sat 12 wks BBY CRN 44644

#### LAND 106 Pesticides for Retailers and Landscape Applicators \$90

For persons engaged in retailing, commercial landscape maintenance or nursery crop production.

Apr 23 Mon/Wed 3 wks BBY CRN 50547

#### LAND 207 Landscape Irrigation \$160

Provides technical information and basic training for persons associated with or interested in turf and landscape irrigation.

Apr 10 Tues 12 wks BBY CRN 46238

### Leadership Training

#### MTCE 102 Supervision/Effective Leadership \$245

The focus of this two-day seminar will be on the functions and processes of leadership and the vital role played by first-line supervisors and managers in their organizations. Participants can expect to enhance their ability to improve worker performance through the use of improved LEADERSHIP and BASIC MANAGEMENT skills.

Apr 23 Mon/Tues 2 days VAN CRN 60098

#### MTCE 205 Instructional Skills \$545

This five-day workshop focuses on the planning, institutional management, evaluation of learning, and the development of skills and confidence when instructing group or one-on-one training sessions. To allow for maximum participation, seating is limited to 10.

May 14 Mon-Fri 1 wk DEC CRN 60110

For more information or to register by phone, please call Janice Budge at (604) 432-8539.

VISA, MasterCard and company purchase order accepted.

### Mechanical Technology

#### MECH 140 Drafting Fundamentals \$196

An introductory course for persons with little or no experience in graphics.

Apr 09 Mon/Wed 7 wks BBY CRN 44872  
Apr 10 Tues/Thurs 7 wks BBY 52960

### Renewable Resources

#### FSTR 156 B.C. Fish and Fisheries \$160

Provides basic information and technical data relating to B.C. fish and their management for naturalists, sportsmen, foresters, agriculturists and others in the resources field.

Apr 09 Mon 12 wks BBY CRN 43568

#### FSTR 921 B.C. Log Scaling FBM Course \$345

This course is for licensed log scalers who require endorsement in imperial measurements.

May 26 Sat/Sun 5 wks BBY CRN 44941

### Robotics and Automation

#### ROBT 900 Introduction to Industrial Robotics \$170

Investigates various types of industrial robots and the coordinate systems in which they operate. Hands-on instruction will be given on BCIT's robotic systems.

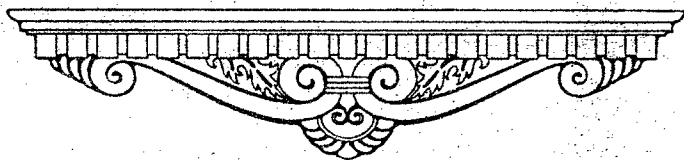
Apr 14 Sat 5 wks BBY CRN 53180

#### ROBT 901 Introduction to Machine Vision \$85

This course is designed for engineers and technologists as a comprehensive introduction to the theory of fundamental processes (sensing, pre-processing, segmentation, description, recognition and interpretation) involved in machine vision. Prerequisite: For engineers and technologists or those with departmental approval.

Apr 21 Sat 2 wks BBY CRN 59878





## Auto Collision Repair Accepts First Class of Students

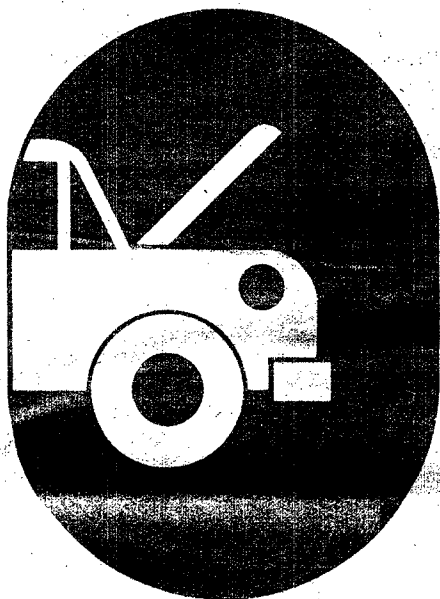
**B**CIT's new Auto Collision Repair and Refinishing program welcomed its first group of students on January 8, 1990.

This program has been totally revised since it was offered at BCIT's former campus in Maple Ridge. It is now a cooperative education program, providing a mix of training experience both on campus and in industry. While gaining experience working in an auto collision repair shop students have the added benefit of being paid for their work. Also, in terms of the placement of graduates, cooperative programs have proven very effective in getting jobs for students.

The new program is divided into three terms. During Term 1 students spend 18 weeks at BCIT and the remaining 13 weeks working in the trade. In Term 2 students return to BCIT for 16 weeks before going back into industry for another 13 weeks. In the final term, students have the opportunity to specialize. For the last 13 weeks students concentrate on either the Advanced Repair or Advanced Finishing Option prior to graduation and employment.

Under the Articulation Agreement between BCIT and the school districts, Career Preparation students will have the added advantage of being assured a September '90 start date if they apply before February 28. Although credit for courses taken in high school may be offered, this will require closer examination once Career Preparation students begin to enter the program.

Further information regarding this innovative program can be obtained by calling the instructor, Gordon Smith, at 434-5734, local 5034.



### Automotive

**AUTO 900**  
\*Automotive TQ Refresher \$286  
For tradespersons preparing for the Provincial Automotive Mechanical Repair Trade Qualification Examination.  
Apr 02 Mon/Wed 10 wks BBY CRN 49155

**AUTO 905**  
Fundamentals of Electronic Testing \$133  
Introduces the professional technician to electrical and electronic testing.  
Apr 02 Mon/Wed 3 wks BBY CRN 59269

**AUTO 907**  
\*Automotive Tune-up and Electrical \$237  
This highly-developed training course will allow students with limited experience to perform automotive tune-ups and electrical testing.  
Apr 23 Mon/Wed 7 wks BBY CRN 51230

**AUTO 909**  
\*Electronic Engine Controls and Fuel Injection \$286  
An advanced course for experienced automotive mechanics specializing in servicing late model, microprocessor-controlled engine and fuel injection systems.  
Apr 24 Tues/Thurs 5 wks BBY CRN 49543

**AUTO 910**  
\*Auto Information Processing \$114  
Familiarizes students with new generation of service manuals and information sources, information compilation, access and processing.  
May 15 Tues/Thurs 2 wks BBY CRN 51256

**AUTO 911**  
\*GM Computer Control Systems \$286  
This advanced course covers all facets of General Motors computerized systems.  
May 15 Tues/Thurs 5 wks BBY CRN 51786

\*indicates prerequisite

**AUTO 916**  
\*Chrysler Computer Control Systems \$286  
This advanced course covers all facets of Chrysler computerized systems.  
Apr 23 Mon/Wed 5 wks BBY CRN 51806

**AUTO 920**  
\*Automotive Air Conditioning \$286  
For mechanics who wish to increase their job opportunities by adding specialized knowledge about automotive air conditioning systems to their skills.  
Apr 23 Mon/Wed 7 wks BBY CRN 49161

**AUTO 922**  
\*Automotive Brake Servicing \$214  
For mechanics who require upgrading in brake servicing.  
Apr 30 Mon/Wed 5 wks BBY CRN 49176

**AUTO 924**  
Automotive Front End Alignment \$284  
Takes you through basic angles to the latest front wheel and 4x4 alignment techniques. Other topics include power steering boxes, electronic rack and pinion, and four wheel steering.  
Apr 24 Tues/Thurs 7 wks BBY CRN 49187

**AUTO 925**  
Automotive Four Wheel Alignment \$86  
Intensive course on late model steering, suspension and alignment techniques.  
Apr 07 Sat 1 wk BBY CRN 51275

**AUTO 928**  
Automotive Automatic Transmissions \$284  
An ideal refresher for automotive mechanics who require upgrading in automatic transmissions.  
Apr 24 Tues/Thurs 7 wks BBY CRN 49193

**AUTO 946**  
\*Automotive A.B.S. Anti-lock Brakes \$114  
For professional technicians who want to be qualified to diagnose and repair brake-related electronic systems such as Bosch and Teves.  
Apr 24 Tues/Thurs 2 wks BBY CRN 51301

**AUTO 950**  
\*NGV (Natural Gas) Fuel Systems for Vehicles \$172  
Installing and servicing NGV conversions. Prepares students to write the Provincial Gas Safety Branch Licensing Exam. Prerequisite: AUTO 957.  
Jun 02 Sat 3 wks BBY CRN 52601

**AUTO 957**  
\*LPG (Propane) Fuel Systems for Vehicles \$286  
Installing and servicing LPG conversions. Prepares students to write the Provincial Gas Safety Branch Licensing Exam.  
Apr 28 Sat 5 wks BBY CRN 52597

### Aviation

**AVIA 904**  
Aviation In-house Training \$189  
Developed by an industry specialist catering specifically to aviation training. Keeping current and proper training is important to a growing organization. If you are developing your own in-house training, you will find this course helpful. Any Aircraft Maintenance Engineer who has worked with apprentices will find this course beneficial.  
Apr 10 Tues/Thurs 5 wks SEA CRN 57112 1900-2200

**AVIA 905**  
Air Regulations \$160  
An in-depth study of the Air Regulations required knowledge for Aircraft Maintenance Engineers. Presents the new Airworthiness Manual changes as well as the old Engineering and Inspection Manual. Mechanics wanting to write the Department of Transport exam and engineers wanting to learn about the new Air Regulation changes will find this course helpful.  
Apr 10 Tues/Thurs 5 wks SEA CRN 46486 1900-2200

**AVIA 909**  
Aircraft Pressurization and Environmental Systems \$160  
Assists Aircraft Maintenance Engineers and Mechanics to write the Transport Canada exam for Pressurization endorsement. Any aircraft owner or pilot wanting to know how environmental systems work will find this course beneficial.  
Apr 10 Tues/Thurs 5 wks SEA CRN 57080 1900-2200

**AVIA 917**  
Aircraft Sheet Metal Introduction \$160  
Combines both theoretical and practical components to instruct in the fundamentals of aircraft sheet metal repair. Students are introduced to aircraft structures, structural materials, lay-out and forming techniques, bend allowances, hand tools, fasteners and rivets. Hands-on instruction for the proper use of equipment, techniques and safe practices is provided. This course has been designed to complement AVIA 920 Aircraft Sheet Metal Advanced. May be used as a primer to the full-time day program.  
Apr 10 Tues/Thurs 5 wks SEA CRN 53593 1900-2200

**AVIA 920**  
Aircraft Sheet Metal Advanced \$160  
Continues where the introduction (AVIA 917) left off. The practical assignments are more challenging and the theory more complex.  
Apr 10 Tues/Thurs 5 wks SEA CRN 46509 1900-2200

**AVIA 922**  
Aviation Storesperson \$175  
Persons currently involved with aviation parts and equipment receive advanced instruction about the operation of a stores department and the handling of sophisticated aerospace equipment. Manual and computerized inventory control systems will also be covered.  
Apr 10 Tues/Thurs 5 wks SEA CRN 57099 1900-2200

**AVIA 923**  
Helicopter Maintenance \$160  
Presents a theoretical introduction to how the helicopter flies (achieves lift), how to steer (control direction) and basic maintenance. The theory component introduces acceptable maintenance practices by performing a Daily Inspection as prescribed by a helicopter manufacturer. Designed to suit novices interested in helicopters, persons on the full-time program waiting list, or pilots who want a mechanical introduction.  
Apr 10 Tues/Thurs 5 wks SEA CRN 49736 1900-2200

**AVIA 925**  
Avionics \$160  
An introductory course designed for persons considering a career in Avionics as well as persons who have completed an electronics course and are considering a career change. No prerequisites other than a desire to learn. This course complements AVIA 900, AVIA 901 and AVIA 903.  
Apr 10 Tues/Thurs 5 wks SEA CRN 46514 1900-2200

**AVIA 926**  
The History of Aviation in British Columbia \$160  
Fun, entertaining and informative, this course provides the opportunity to explore the West Coast's aviation history. The people, facilities, aircraft and industries development. Designed for anyone of ages 13 and up.  
Apr 10 Tues/Thurs 5 wks SEA CRN 57103 1900-2200

**AVIA 927**  
Aircraft Composite Repair \$239  
An introduction to wet lay-up repairs for aircraft composite components. The course stresses safety requirements during the handling of aircraft parts, chemicals and precision portioning of resins and hardeners. Interim and time-limited repairs are carried out on aircraft-like structures using the methods required by the Boeing Aircraft Company. Due to the critically time-sensitive practical assignments, it is imperative that students be punctual. Protective clothing, gloves, eye and ear protection are supplied by the Institute. Students must wear solid leather footwear (sneakers are not permitted). Persons allergic to solvents and resins should not attempt this course.  
Apr 14 Sat 7 wks SEA CRN 48268 0900-1300

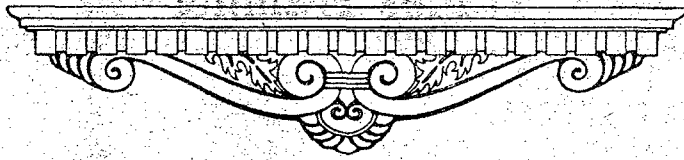
**AVIA 930**  
Aircraft Drafting and Blueprints \$160  
Designed as a hands-on drafting course. Enables students to read blueprints using practical assignments. Terminology, standards, views, lettering, scales and techniques are introduced.  
Apr 14 Sat 7 wks SEA CRN 53609 0900-1300

**AVIA 933**  
Aviation Trade Math \$160  
Math upgrading/refresher and aviation applications are easily understood in this course. Persons awaiting entry to full-time day programs and working in the aviation industry will find this course beneficial. Trigonometry for sheet metal layout, fuel consumption, aircraft weight and balance, compression ratios and much more, are introduced.  
Apr 10 Tues/Thurs 5 wks SEA CRN 54088 1900-2200

## REGISTER NOW!

CLASSES START WEEK OF  
APRIL 9

PHONE  
434-1610

**AVIA 940****Gas Turbine Engines****\$160**

The theory of the gas turbine engine is presented in technical language understood by all students. In-depth knowledge of engine development, operating principles, classification and terminology, is gained. Individuals who wish to know how gas turbine engines work will find this course rewarding. A tour is incorporated in the curriculum.

Apr 10 Tues/Thurs 5 wks SEA CRN 53637  
1900-2200

**AVIA 950****Introduction to Aviation****\$64**

Find out about the Aviation Industry. Anyone considering the industry as a career can find out about training costs and availability, what fields are available and those that are in particular demand. A tour is incorporated in the curriculum.

Apr 17 T/Th/S 1 wk SEA CRN 53671  
1900-2200

**AVIA 960****Aircraft Painting****\$160**

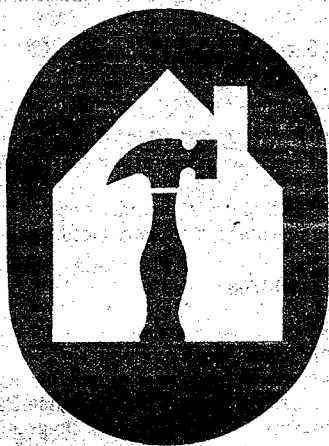
Aircraft painting, refinishing, corrosion control and prevention are the major topic areas discussed in lectures. Topics include paint types, strippers, equipment, purposes and metal preparation. The course will be useful to anyone interested in aircraft painting. Potential students may have prior industrial painting experience or no painting background at all.

Apr 10 Tues/Thurs 5 wks SEA CRN 49720  
1900-2200

**AVIA 970****Aircraft Maintenance for the Pilot/Owner****\$80**

Uses the Ministry of Transport Guidelines to the maintenance a pilot/owner can perform on his/her aircraft. From these guidelines, this short course provides hands-on instruction for the tasks set out by the Ministry. Students may wish to use their own aircraft for a training exercise. Due to the nature of the course, supplies for the training exercise will be the responsibility of the owner. Scheduling of aircraft for the exercise will be subject to the operating considerations of the Institute and space availability. Arrangements can be made by contacting the Sea Island Campus and asking for Sharyl Brown (278-4831).

Apr 17 Tues/Thurs 2 wks SEA CRN 49694  
1900-2200

**Carpentry****CARP 905****Blueprint Reading for Construction****\$202**

Designed for persons working in the construction trades who wish to read blueprints. Students should have related building trade experience although it is not mandatory.

Apr 21 Sat 8 wks BBY CRN 51327

**CARP 906****Custom Cabinet Construction and Installation****\$242**

Designed for carpenters and kitchen cabinet installers who must build on-site and install to specifications. Students must have experience in the use of carpentry hand and power tools, and a working knowledge of framing methods.

Apr 28 Sat 6 wks BBY CRN 51338

**CARP 909****\*Carpentry TQ Refresher****\$259**

Provides students with the necessary instruction to enable them to write the Provincial Carpentry Trade Qualification Examination.

Apr 21 Sat 14 wks BBY CRN 51340

\*indicates prerequisite

**CARP 911****Stair Construction****\$123**

Designed for journeymen carpenters or those with a minimum of 2 years related trade experience. The course will review mathematics, design, construction and related building codes.

May 05 Sat 5 wks BBY CRN 51352

**CARP 913****Concrete Formwork Design****\$178**

For carpenters, contractors, those who work with concrete sales delivery, form rentals, re-bar installation and construction laborers.

Apr 24 Tues/Thurs 4 wks BBY CRN 60149

**CARP 914****Homebuilder: Computer Systems****\$245**

A computer-based course designed for small scale construction builders. Ideal for managing multi-residential building using Timberline software.

Apr 21 Sat 9 wks BBY CRN 57336

**CARP 915****Construction Supervision and Project Management****\$225**

For persons with competent trade skills in the construction industry who wish to acquire management skills.

Apr 23 Mon/Wed 8 wks BBY CRN 51374

**CARP 917****Construction Estimating Basic****\$200**

Designed for tradespersons involved with cost estimating and bidding on multi-residential, light commercial and renovation construction projects.

Apr 24 Tues/Thurs 6 wks BBY CRN 51383

**CARP 918****Project Estimating and Control****\$287**

A computer-based course designed for large construction projects. Students will learn hands-on skills enabling them to monitor and control project scheduling, administration and budgets.

Apr 17 Tues/Thurs 7 wks BBY CRN 57320

**CARP 921****Framing, Roofing and Layout****\$242**

West Coast framing and layout for students with little or no practical carpentry experience.

Apr 21 Sat 6 wks BBY CRN 51395

**CARP 927****Interior Finishing Carpentry****\$202**

Enables carpenters to complete interior residential finishing to professional standards. Recommended for students who are carpenters or for those who have worked in the trade for more than 3 years.

Apr 28 Sat 8 wks BBY CRN 51411

**CARP 935****Residential Building Procedures****\$234**

Focuses on the planning, estimating and construction of new single or multi-residential units.

Apr 24 Tues/Thurs 5 wks BBY CRN 51425

**CARP 937****Builders Level****\$103**

Designed for general construction, carpenters, site procedures for excavation, formwork, pipe grades and design elevation.

Apr 21 Sat 4 wks BBY CRN 51433

**CARP 939****Transit for Construction Layout****\$156**

Includes a review of basic trigonometry for transit layout purposes. Students will review hands-on training using transit, chaining, note keeping and related on-site procedures. Beginning and advanced students will benefit from this intensive course.

May 19 Sat 4 wks BBY CRN 51444

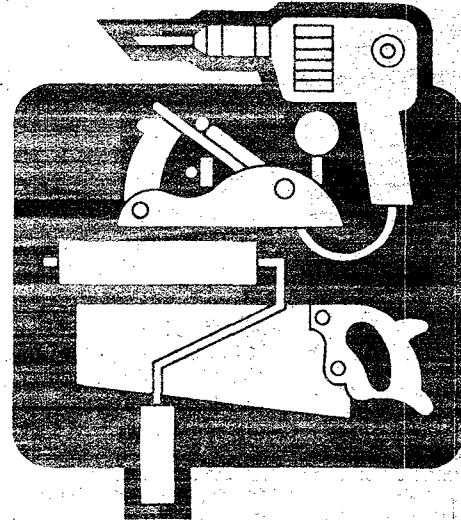
**Women in Trades****TEXP 900****Trades Exploratory Program for Women****\$100**

An overview of various trades in terms of working conditions, physical requirements, labor/market conditions, wage rates and support services will be presented. Through "hands-on" projects in electrical/electronics, carpentry or benchwork/joinery, steel fabrication/welding, mechanics and plumbing you will gain an appreciation for the type of work these trades offer. You will assess the work environment through industry tours.

The program is open to all women. You should have an interest in learning about trades, enjoy working with your hands and have good manual dexterity. You may be working in a traditional job or re-entering the workforce and wish to research a career in the trades.

\*Funding may be available for those requiring assistance.

Apr 14 - July 11 Wed 15 wks BBY CRN 60208

**Joinery****JOIN 901****Woodwork Basic****\$222**

For those who wish to increase their job opportunities by learning new skills. Will appeal to hobbyists familiar with hand and power tools.

Apr 23 Sat 7 wks BBY CRN 51493

**Computer Trades****TCMP 911****\*Microcomputer Systems Maintenance 1****\$191**

Reviews analog/digital electronics, basic microcomputer architecture, troubleshooting methodology for sophisticated systems. Gives hands-on training in advanced uses of test instruments.

Apr 10 Tues/Thurs 5 wks BBY CRN 50518

**TCMP 913****\*Microcomputer Systems Maintenance 2****\$201**

Teaches maintenance skills with hands-on instruction in the repair of keyboards, disk drives, controllers and monitors of an IBM computer system series.

May 15 Tues/Thurs 5 wks BBY CRN 50520

**Drafting Trades****DRFT 901****Drafting: Basic****\$213**

Provides a foundation in basic drafting including equipment and tools, line work, lettering, applied mathematics, plane geometry, dimensioning, sections, charts and graphs. Please note that courses run from 1730 to 2030.

Apr 23 Mon/Wed 7 wks BBY CRN 46348  
53050

**DRFT 903****\*Drafting: Advanced****\$213**

Expands on the basic drafting course and allows students to progress into their drafting specialty. Please note that courses run from 1730 to 2030.

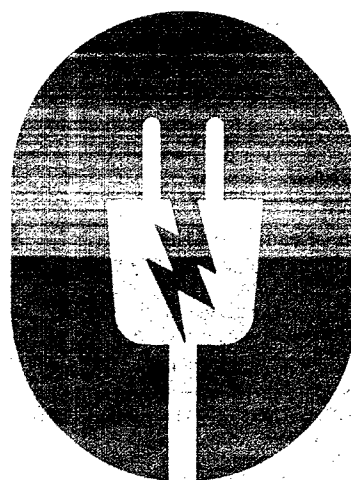
Apr 23 Mon/Wed 7 wks BBY CRN 46356

**REGISTER  
BY FAX**

**430-1331**

**CLASSES START WEEK OF  
APRIL 9**

*Most Trade classes run for 3 hours per night from 1900-2200, 1 or*



## Electrical Trades

### TELC 905 Electrical Code 1 \$307

Prepares students to write either the Class C or Class B Certificate Exam by giving a good working knowledge of the Canadian Electrical Code (except for high voltage). (See \*\*Trade Qualification Certificate Examination.)

Apr 10 Tues/Thurs 10 wks BBY CRN 46408

### TELC 907 Electrical Code 2 \$307

All sections of the current Electrical Code, with particular emphasis on high voltage requirements, to prepare students for writing the Class A Certificate Exam. (See \*Electrical Contractors Examination.)

Apr 10 Tues/Thurs 10 wks BBY CRN 46413

### TELC 913 Electrical Trade Qualification 1 \$199

The 1st of a 2-part program for tradespersons preparing for the Electrical Trade Qualification Exam, and those wanting a current review. (See \*\*Trade Qualification Certificate Examinations.)

Apr 10 Tues/Thurs 6 wks BBY CRN 48393

**\*\*Trade Qualification Certificate Examinations:**  
To become eligible to write the Electrical Trade Qualification Certificate Examination, you must have approved electrical work experience. It is recommended that eligibility approval be obtained from the Ministry of Advanced Education, Training and Technology area office nearest your residence before enrolling at BCIT.

**\*Electrical Contractors Examination:**  
To become eligible to write the Class B or C Electrical Contractors Examination, you must be a Journeyman Electrician and have the necessary approved work experience. To become eligible to write the Class A Electrical Contractors Examination, you must be a Journeyman Electrician and have the necessary approved work experience, including work in high voltage. (The equivalent of high voltage work experience can be obtained by attendance in TELC 913.) Details can be obtained from the B.C. Ministry of Municipal Affairs, Electrical Safety Branch, and it is recommended that eligibility approval be obtained before enrolling at BCIT.

### TELC 915 Electrical Trade Qualification 2 \$199

A continuation of TELC 913, this course completes the refresher program for the electrical trade. (See \*\*Trade Qualification Certificate Examinations.)

May 22 Tues/Thurs 6 wks BBY CRN 48387

### TELC 919 High Voltage: Principles and Practices \$371

This course is for Journeymen Electricians and is recognized by the Ministry of Municipal Affairs as providing the eligibility requirements for writing the "Class A" Electrical Contractors Examination. It covers selected medium voltage devices, circuits and systems; characteristics and operations; principles and practices; rules and regulations; and hazards and safety. (See \*Electrical Contractors Examination.)

Apr 14 Sat 10 wks BBY CRN 57271

### TELC 921 Math for Electricians 1 \$331

A mathematics upgrade course to strengthen students' understanding of basic electrical concepts: fundamental electrical laws and mathematical expression, algebra refresher, DC electricity and resistive circuit analysis.

Apr 09 Mon/Wed 10 wks BBY CRN 46424  
57285

### TELC 923 Math for Electricians 2 \$331

Provides students with the mathematical background they need to understand alternating current (AC) electricity.

Apr 09 Mon/Wed 10 wks BBY CRN 46431  
Apr 10 Tues/Thurs 10 wks BBY 57292

### TELC 925 Math for Electricians 3 \$331

For those about to enter 3rd year apprenticeship program in electrical trade, and for others interested in understanding 3-phase circuits and equipment.

Apr 09 Mon/Wed 10 wks BBY CRN 46445

### TELC 927 Motor Control 1 \$166

A practical, hands-on course covering the basic principles of conventional motor control for those working in industrial settings.

Apr 09 Mon/Wed 5 wks BBY CRN 46459

### TELC 928 Motor Control 2 \$179

A continuation of TELC 927 where 3-phase, multi-speed controllers, synchronous motor controls, DC controllers, motor drives and programmable controllers are introduced.

May 28 Mon/Wed 5 wks BBY CRN 43602

## Electronic Trades

### TELX 950 Introduction to Electronics \$199

For those with little or no understanding of electric terms and conventions including resistance, capacitance, inductance, Ohm's Law, Kirchhoff's Laws and other subjects basic to electronics.

Apr 09 Mon/Wed 6 wks BBY CRN 43340  
Apr 10 Tues/Thurs 6 wks BBY 54019  
May 22 Tues/Thurs 6 wks BBY 54513  
May 28 Mon/Wed 6 wks BBY 57305

### TELX 951 Electronics 1: Solid State Devices \$212

Diodes, semi-conductor theory, zeners, LED's, transistors, mosfets, SCR's, triacs, diacs, UJT's and programmable UJT's.

Apr 09 Mon/Wed 6 wks BBY CRN 55371  
May 28 Mon/Wed 6 wks BBY 43369

### TELX 952 Electronics 2: Digital Techniques 1 \$212

Introduction to binary and BCD number systems and codes, logic gates, truth tables, Boolean algebra, flip-flops, counters, shift registers, IC timers and troubleshooting techniques.

Apr 10 Tues/Thurs 6 wks BBY CRN 43327

### TELX 953 Electronics 3: Digital Techniques 2 \$212

Logic parameters (speed, current drive capabilities, etc.), comparison of types of TTL logic (74S, 74LS, 74ALS, etc.), CMOS, tri-state logic, binary and BCD arithmetic, memory chips and circuits.

Apr 10 Tues/Thurs 6 wks BBY CRN 43316

### TELX 954 Electronics 4: Microprocessors 1 \$257

Based on the 6800 microprocessor, the course covers microcomputer basics, architecture, addressing modes, branching, computer arithmetic and simple programming in machine language.

Apr 09 Mon/Wed 6 wks BBY CRN 43352

### TELX 955 Electronics 5: Microprocessors 2 \$199

A continuation of TELX 954, focused on stack operations, subroutines, input/output operations, interrupts and interfacing simple circuits.

May 28 Mon/Wed 6 wks BBY CRN 43539

### TELX 981 Programmable Controllers 1 \$241

Covers the basic knowledge required to operate a programmable controller. Includes overview and advantages of PLCs, installation and hardware requirements, peripheral devices, system operation, hands-on programming to relay replacement level using dedicated programming terminals.

Apr 10 Tues/Thurs 6 wks BBY CRN 43433  
May 22 Tues/Thurs 6 wks BBY 57318

### TELX 982 Programmable Controllers 2 \$241

Provides hands-on training in the use of dedicated programming software. Explores the power of PLC data manipulation and math routines.

Apr 09 Mon/Wed 6 wks BBY CRN 43411  
May 28 Mon/Wed 6 wks BBY 43425

### TELX 983 Programmable Controllers 3 \$241

Provides an introduction to data communications, use of "smart cards", e.g., analog, ASCII, etc., report generation and subroutines. All programs concentrate on safe installation and programming techniques.

Apr 10 Tues/Thurs 6 wks BBY CRN 43400  
May 22 Tues/Thurs 6 wks BBY 57354

### TELX 988 Programmable Controllers 1S \$546

Covers the basic knowledge required to operate a programmable controller. Includes overview and advantages of PLCs, installation and hardware requirements, peripheral devices, system operation, hands-on programming to relay replacement level using dedicated programming terminals.

Jun 11 Mon-Fri 1 wk BBY CRN 43374

### TELX 989 Programmable Controllers 2S \$546

Provides hands-on training in the use of dedicated programming software. Explores the power of PLC data manipulation and math routines.

Jun 18 Mon-Fri 1 wk BBY CRN 43479

### TELX 990 Programmable Controllers 3S \$546

Provides an introduction to data communications, use of "smart cards", e.g., analog, ASCII, etc., report generation and subroutines. All programs concentrate on safe installation and programming techniques.

Jun 25 Mon-Fri 1 wk BBY CRN 43584

REGISTER  
BY FAX

430-1331

CLASSES START WEEK OF  
APRIL 9

2 nights per week, unless otherwise noted in this flyer or at registration.



## Electronics Guided Learning

This is a series of 11 practical courses on electronic circuitry and its function in current industrial equipment, designed for anyone who services electronic equipment, or requires a practical course in electronics and microprocessor troubleshooting. All you need to join is an interest in electronics and some knowledge of basic arithmetic.

**ORIENTATION:** An orientation evening is held one week before the start of each session (see orientation list below). The instructor will be available at these sessions to answer any enquiries. Registered students attending these sessions are provided with a self-study manual. Students are expected to pick up this manual at the orientation session, study the manual in their own time in advance of each class, and work through each experiment in class. An instructor is available to assist, if required.

Orientation dates for the following courses is April 11, 1900-2000.

**MTCE 901**  
**Electronics 1: Solid State Devices** \$167  
For those with little or no experience with solid state components. The 1st lab experiences will show you how to use test equipment and build and test analog circuits.

Apr 17 Tues 7 wks BBY CRN 48284

**MTCE 902**  
**Electronics 2: Digital Techniques 1** \$167  
Introduces integrated circuits; Boolean algebra, number systems and conversion codes.

Apr 17 Tues 7 wks BBY CRN 48064

**MTCE 903**  
**Electronics 3: Digital Techniques 2** \$167  
This course covers logic circuit applications and some additional specialized chips.

Apr 17 Tues 7 wks BBY CRN 48053

**MTCE 904**  
**Electronics 4: Microprocessors 1** \$225  
Covers the programming of microprocessors. Experiments will allow you to practice machine language programming and debugging.

Apr 17 Tues 7 wks BBY CRN 48041

**MTCE 905**  
**Electronics 5: Microprocessors 2** \$167  
Continuation of MTCE 904. This course covers the fundamentals of interfacing. You will wire and troubleshoot additional logic circuits to work in conjunction with the MPU during labs.

Apr 17 Tues 7 wks BBY CRN 48140

**MTCE 906**  
**Electronics 6: Micro Interfacing 1** \$225  
Interfacing is a major part of all microprocessor applications. This course covers several interfacing situations.

Apr 17 Tues 7 wks BBY CRN 48035

**MTCE 907**  
**Electronics 7: Micro Interfacing 2** \$167  
The continuation of MTCE 906. We look at the whole 6800 family of processors.

Apr 17 Tues 7 wks BBY CRN 48296

**MTCE 908**  
**Electronics 8: Communications** \$167  
Covers AM, FM, Pulse modulation and antenna theory. Students will breadboard and test modulators, transmitters, detectors, receivers, multiplexers and modems.

Apr 17 Tues 7 wks BBY CRN 57389

**MTCE 909**  
**Electronics 9: Fiber Optics** \$167  
Covers theory of optics, light sources, detectors and systems. Students will build and test LED transmitters, receivers and systems.

Apr 17 Tues 7 wks BBY CRN 57391

**MTCE 928**  
**Operational Amplifiers** \$167  
Introduces the use of operational amplifiers in industrial control. Covers signal conditioning and wave generation functions.

Apr 17 Tues 7 wks BBY CRN 49370

**MTCE 936**  
**Build, Test and Run Own Computer** \$167  
Introduces the basics of a personal computer by assembling a PC and running programs. Become familiar with the operating system and some utility programs. A complete run through the hardware covers keyboard and five internal PC board waveforms and functions.

Apr 17 Tues 7 wks BBY CRN 49388

\*indicates prerequisite

## Glazing

**GLAZ 901**  
**Blueprint Reading for Glaziers** \$128

Designed to assist glaziers who wish to improve their understanding of blueprints as applied specifically to the glazing trade. Intensive use of architectural and shop drawings will give glaziers more confidence and a complete understanding of blueprint reading.

Apr 03 Tues/Thurs 3 wks BBY CRN 51479

## Heavy Duty Mechanic

**HDMX 902**  
**Mobile Hydraulics** \$286

For heavy equipment owner/operators. Preventive maintenance, the service and repair techniques used to achieve this.

Apr 07 Sat 8 wks BBY CRN 57764

**HDMX 905**  
**\*Heavy Duty Mechanic TQ Refresher** \$286

For tradespersons preparing for the Provincial Heavy Duty Mechanic Trade Qualification Examination, and those wanting a current review.\*\*

Apr 09 Mon/Thurs 10 wks BBY CRN 49149

**HDMX 925**  
**Air Brakes for Mechanics** \$215

For mechanics with limited experience servicing air brakes, and for owner/operators of trucks/fleets.

Apr 09 Mon/Wed 5 wks BBY CRN 57770

**HDMX 930**  
**\*Commercial Transport Mechanic TQ Refresher** \$286

For tradespeople preparing for the Provincial Commercial Transport Mechanic Trade Qualification Examination, and those wanting a current review.\*\*

Apr 09 Mon/Thurs 10 wks BBY CRN 49599

**HDMX 950**  
**\*Commercial Vehicle Inspector** \$215

Prepares students to write the Provincial Inspectors License Examination. B.C. Ministry of Transportation and Highways curriculum is used.\*

Apr 02 Mon-Fri 1 wk BBY CRN 53073

Apr 09 Mon/Wed 5 wks BBY 52570

Apr 10 Tues/Thurs 5 wks BBY 57969

May 28 Mon/Wed 5 wks BBY 52588

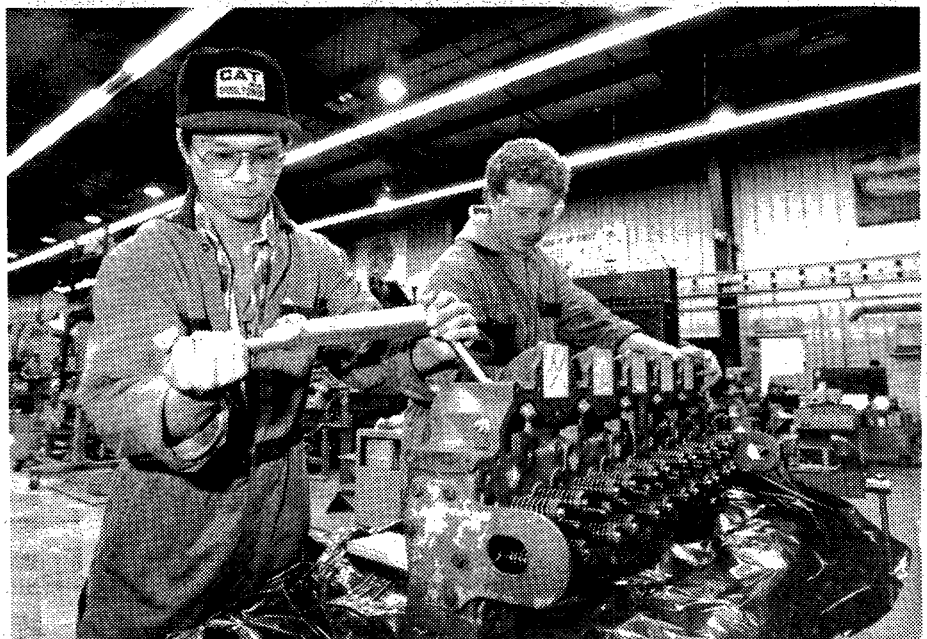
May 29 Tues/Thurs 5 wks BBY 57983

**REGISTER  
NOW!**

**CLASSES START WEEK OF  
APRIL 9**

PHONE

**434-1610**



## Machinist

**MACH 900**  
**\*Machinist TQ Refresher** \$286

For tradespersons preparing for the Provincial Machinist Trade Qualification Exam, and those wanting a current review.\*\*

Apr 21 Sat 10 wks BBY CRN 51507

**MACH 905**  
**Machine Shop Operator 1** \$258

Provides a general understanding and practical experience in machine shop operation and the safe operation of drills, saws and lathes.

Apr 02 Mon/Wed 6 wks BBY CRN 51515

**MACH 906**  
**\*Machine Shop Operator 2** \$258

Provides practical experience in general machine shop operation and advanced instruction in the safe operation of milling machines, cylindrical and surface grinders.

Apr 02 Mon/Wed 6 wks BBY CRN 51521

**MACH 909**  
**Computers for Machinists** \$171

Designed for the individual who wishes to enter the area of Computer Numerical Control. Program covers: parts of a microcomputer, basic operations required to get you up and running, along with an introduction to various application programs. You will be shown how to use a simple word processing package to create and edit a CNC program. Enrolment limited to 8 students.

Apr 09 Mon/Wed 3 wks BBY CRN 56629

May 07 Mon/Wed 3 wks BBY 56630

Jun 04 Mon/Wed 3 wks BBY 56648

**MACH 910**  
**Introduction to Computer Numerical Control** \$324

Allows machinists to keep current by learning on state-of-the-art computerized equipment. Includes the operation of a CNC lathe with reference to machining centres.

May 08 Tues/Thurs 8 wks BBY CRN 51539

**MACH 911**  
**Computer Numerical Control Milling Operations** \$284

Emphasizes advanced CNC machine shop operations with student computer boards and CNC training equipment.

Apr 28 Sat 7 wks BBY CRN 51542

## Trades Math

**TMAT 936**  
**\*Industrial Mathematics 2** \$131

Algebra operations, equations and formulas, exponents and logarithms, graphs, trigonometry, trade applications.

Apr 24 Tues/Thurs 4 wks BBY CRN 51680

## Millwright

**MILL 900**  
**\*Millwright TQ Refresher** \$286

For tradespersons preparing for the Provincial Millwright Trade Qualification Exam, and for those wanting a current review.\*\*

Apr 09 Mon/Wed 10 wks BBY CRN 51568

**MILL 902**  
**\*Industrial Hydraulics Stationary** \$230

Assists maintenance personnel at industrial sites in the testing, repair, examination and troubleshooting of basic fluid power circuits and component parts.

Apr 10 Tues/Thurs 7 wks BBY CRN 52564

**MILL 910**  
**\*Machine and Coupling Alignment** \$230

Theory and practice of coupling alignment using state-of-the-art devices, including laser optical devices.

Apr 09 Mon/Wed 7 wks BBY CRN 53944

## Painting and Decorating

**PDEC 923**  
**Furniture Finishing and Refinishing** \$167

For students with little or no experience of furniture finishing.

Apr 21 Sat 6 wks BBY CRN 53561

**PDEC 952**  
**Professional Sign Painting** \$728

This full-time, 2-month, intensive course is designed for students wishing to learn sign painting to professional standards.

May 07 Mon-Fri 8 wks BBY CRN 59932

**PDEC 957**  
**Sign Painting Basic** \$332

Ideal for painting and decorating apprentices and pre-apprentices who wish to brush up on the various aspects of sign painting.

Apr 21 Sat 12 wks BBY CRN 51602

**PDEC 959**  
**\*Sign Painting Upgrade** \$217

Persons employed in the sign painting industry for at least a year or recent students completing Sign Painting Basic should enroll in this course.

Apr 21 Sat 9 wks BBY CRN 51617

*Most Trade classes run for 3 hours per night from 1900-2200, 1 or*



Power engineers operate process equipment from a state-of-the-art control room at the Burnaby Refuse Incinerator which is managed by Montenay Inc.

## Power Engineering

### Correspondence/Tutorial Courses

For persons currently employed in industrial plants. Provide the necessary knowledge to sit the B.C. Government or Interprovincial Power Engineering Certification Examinations.

You can study at home (correspondence) or in class (tutorials) using telephone or drop-in help from experienced instructors.

In order to write the B.C. Government Examinations, candidates must have specified practical qualifying experience as outlined in the B.C. Power Engineer's and Boiler and Pressure Vessel Safety Act. Contact the nearest office of the B.C. Ministry of Municipal Affairs, Safety Engineering Services, Boilers Branch, or the Chief Engineer Examiner in Vancouver at (604) 660-6252, for more information.

Applicants must have good written English skills. 1st, 2nd and 3rd Class applicants must possess the next lower certificate, unless exempted by the Boilers Branch. Classroom attendance is flexible to accommodate shift schedules. Classroom hours are from 0800 to 1515 Monday to Friday. From mid-October to mid-May, evening instruction is available Monday through Thursday until 1930.

Participants utilize self-study learning materials to complete written assignments. Direct instructor assistance is provided when necessary. A reference library and instructional videotapes are available to supplement course materials.

Registration in 4th, 3rd, 2nd and 1st Class Programs is in groups of 2 or 3 courses as indicated. One year is allowed to complete a group from date of registration.

PENG 910 Boiler Operator Level 1

PENG 911 Refrigeration Operator Level 1\*\*

PENG 912 Refrigeration Operator Level 2\*\*

PENG 913 Fourth Class Level 1

PENG 914 Fourth Class Level 2

PENG 915 Third Class Part A Paper 1

PENG 916 Third Class Part A Paper 2

PENG 917 Third Class Part B Paper 1

PENG 918 Third Class Part B Paper 2

PENG 919 Second Class Part A Paper 1

PENG 920 Second Class Part A Paper 2

PENG 921 Second Class Part A Paper 3

PENG 922 Second Class Part B Paper 1

PENG 923 Second Class Part B Paper 2

PENG 924 Second Class Part B Paper 3

PENG 925 First Class Part A Paper 1

PENG 926 First Class Part A Paper 2

PENG 927 First Class Part A Paper 3

PENG 928 First Class Part A Paper 4

PENG 929 First Class Part B Paper 1

PENG 930 First Class Part B Paper 2

PENG 931 First Class Part B Paper 3

PENG 932 First Class Part B Paper 4

(\*\*Tutorial only)

Further information and a detailed brochure may be obtained by contacting the BCIT Power Engineering Department at 432-8390.



## Practical Horticulture

### HRTC 903

**Introductory Professional Floristry \$493**  
Introduces basic floristry techniques and design elements, an overview of the floristry industry, employee and customer expectations, and general information as preparation for working in the trade. Allows practical hands-on experience with silk, dried and fresh floral materials used in a variety of design presentations; discusses and prepares floral applications common to the floristry business. Fee includes all floral materials.

Apr 03 Tues/Wed 7.5 wks OC CRN 59312  
1800-2200

### HRTC 912

**Plant Propagation \$143**  
Of value to nursery workers and home gardening enthusiasts alike. Topics include stem, leaf and root cuttings; divisions and layering; planting procedures for seeds; environmental factors; propagation houses, grafting and budding; bulb planting.

May 14 Mon/Wed 3 wks BBY CRN 47650  
1900-2200

### HRTC 915

**Professional Lawn Maintenance \$170**  
For those viewing this as a job opportunity, or for homeowners wanting a quality lawn. Site preparation, seeding and sodding; mowing, fertilizing, watering and thatching; weed and moss control; insect and disease control.

Apr 10 Tues/Thurs 4 wks BBY CRN 47668  
1900-2200

### HRTC 918

**Practical Gardening for the Homeowner \$173**

Basic theory and landscape techniques; pests and diseases; plant association of trees, shrubs and perennials; small garden design; lawn establishment and care; pruning techniques; soil management and care; plant propagation; organic gardening techniques; winter flowering shrubs; greenhouses and coldframes; bulbs; difficult and rare plants.

Apr 25 Wed/Sat 5 wks BBY CRN 50767  
1900-2200 W  
0900-1200 S

### HRTC 920

**Indoor Plant Maintenance \$173**  
Learn a skill which could lead to a new career — techniques for maintaining healthy tropical plants inside the home or office. Includes plant identification, soils, nutrition (fertilizers), pests and diseases, environmental factors, watering principles and public relations.

Jun 06 Sat 4 wks BBY CRN 50775  
0900-1530

### HRTC 921

**Design for the Town Garden 1 \$147**  
Learn to design and maintain yards and gardens successfully. Includes general layout; estimating and cost management; grading and drainage; structural facilities and materials; soil improvement; plant materials; lawn maintenance; theory and principles of design; history of landscape design.

Apr 23 Mon/Wed 4 wks BBY CRN 50781  
1900-2200

### HRTC 922

**\*Design for the Town Garden 2 \$147**  
Learn the necessary skills to prepare a landscape plan for a town garden. Emphasis on landscape drafting. Includes use of drafting instruments; basic surveying; preparation of plan views; cross sections and elevations; landscape symbols; lettering techniques; preparation of a plant list. Prerequisite: HRTC 921 or equivalent.

May 28 Mon/Wed 4 wks BBY CRN 50794  
1900-2200

### HRTC 931

**Plant Identification 1 \$147**

Basics of nomenclature and plant identification. Includes botanical, common and family names; plant culture, hardiness, landscape placement and propagation.

Apr 19 Thurs/Sat 4 wks BBY CRN 50801  
1900-2200 Th  
0900-1200 S

### HRTC 932

**Plant Identification 2 \$147**

Identification of broadleaf evergreens with emphasis on the use of plant keys. Field trips included.

May 17 Thurs/Sat 4 wks BBY CRN 50816  
1900-2200 Th  
0900-1200 S

### HRTC 933

**Plant Identification 3 \$147**

Focus on conifers. Field trips included.

Jun 14 Thurs/Sat 4 wks BBY CRN 58443  
1900-2200 Th  
0900-1200 S

## ONE-DAY WORKSHOPS

### HRTC 950

**Pruning Workshop \$58**

Gain confidence in pruning trees, shrubs and herbaceous plants in your yard.

Apr 07 Sat 1 day BBY CRN 54437  
0900-1600

### HRTC 951

**Lawn Management Workshop \$58**

Start the growing season off right by getting the facts on maintaining a beautiful lawn year-round.

Apr 14 Sat 1 day BBY CRN 54101  
0900-1600

### HRTC 952

**Vegetable Gardening Workshop \$58**

Make the most of your vegetable patch by keeping it in constant production. Includes demonstrations of soil preparation, seeding, etc.

Apr 07 Sat 1 day BBY CRN 54116  
0900-1600

### HRTC 953

**Landscaping Workshop \$58**

Avoid costly mistakes by taking the time to learn the basics of landscape design.

May 12 Sat 1-day BBY CRN 55100  
0900-1600

### HRTC 954

**Tree Care Workshop \$58**

For the homeowner/amateur gardener. Basic theory and practice of tree care (arboriculture) including tree biology; identification; fruit and ornamental tree pruning principles and techniques.

Apr 14 Sat 1 day BBY CRN 54138  
0900-1600

### HRTC 955

**Balcony/Patio Garden Workshop \$58**

Learn to grow an imaginative, full range of plants for your patio or balcony container garden. Includes the use and selection of hanging baskets and containers.

May 05 Sat 1 day BBY CRN 54140  
0900-1600

### HRTC 956

**Irrigation Workshop \$58**

Learn how to design and install your own irrigation system.

May 19 Sat 1 day BBY CRN 54152  
0900-1600

### HRTC 957

**Nightscaping Workshop \$58**

Maximize the use of your garden at night and create different moods by enhancing its unique features with special effects lighting.

Jun 02 Sat 1 day BBY CRN 54169  
0900-1600

### HRTC 958

**Ikebana Workshop \$58**

The Japanese art of flower arranging. Fee includes all materials and supplies.

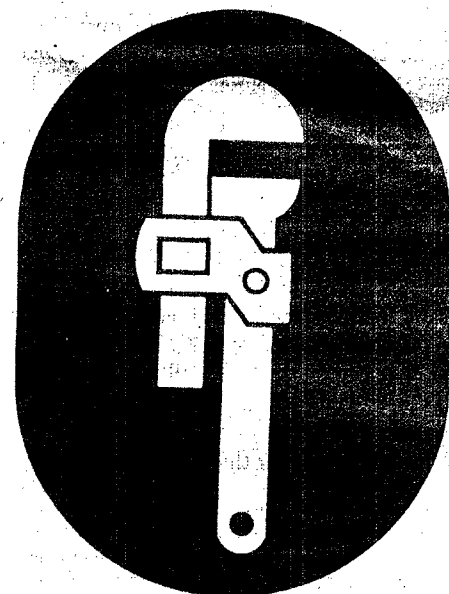
Apr 28 Sat 1 day BBY CRN 54174  
0900-1600

### HRTC 959

**Flower Arranging Workshop \$90**

Learn to make a table centerpiece and arrangements of fresh flowers to take home. Fee includes all materials and supplies for three arrangements.

Jun 16 Sat 1 day BBY CRN 54183  
0900-1600



## Piping/Plumbing/Gas

### PPGS 905

**Cross Connection Control \$187**  
Designed for persons involved in the installation and maintenance of back flow prevention devices for pollution of domestic water supply.

Apr 23 Mon/Wed 6 wks BBY CRN 46375

### PPGS 909

**Gas Fitter B License (previously Grade 1) \$330**

This course is a requirement of the Ministry of Labour Gas and Safety Branch for students wishing to write the examination to qualify as Gas Fitter B License.

Apr 03 Mon/Wed 14 wks BBY CRN 57129

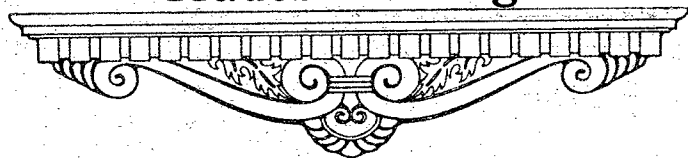
### PPGS 917

**Plumbing: Residential \$166**

This general interest course will appeal to homeowners with do-it-yourself aptitude and will provide sufficient skills for students to feel confident about the quality of their workmanship.

Apr 28 Sat 4 wks BBY CRN 46381

2 nights per week, unless otherwise noted in this flyer or at registration.



### Refrigeration: Commercial

#### TREF 916

**\*Commercial Air Conditioning 3 \$265**  
Students will be able to: troubleshoot electrical control systems; install and adjust thermostats, remove, replace and start up compressors, and clean systems. Prerequisite: TREF 915 or equivalent.

Apr 09 Mon/Wed 8 wks BBY CRN 57797

#### TREF 917

**\*Refrigeration TQ Refresher \$292**  
For tradespeople preparing for the Provincial Refrigeration Trade Qualification Exam, and for those wanting a current review.

Apr 10 Tues/Thurs 11 wks BBY CRN 49603

#### TREF 921

**\*Commercial Air Conditioning Shop \$345**  
Students troubleshoot air conditioning systems for malfunctions and carry out preventive maintenance.

Apr 21 Sat 6 wks BBY CRN 50673

### Small Engines

#### SENG 901

**Introduction to Small Engine Maintenance \$171**

Introduces small engine operators to the basic principles of small engine maintenance, basic service and rebuild procedures on student's equipment.

Apr 19 Thurs 8 wks BBY CRN 58451

#### SENG 911

**Introduction to Motorcycle Maintenance \$171**

Introduces motorcycle owners and enthusiasts to the basic principles of motorcycle maintenance, basic service and diagnostic procedures on student's equipment.

Apr 17 Tues 8 wks BBY CRN 57940

### Welding

#### WELD 903

**Oxyacetylene Welding: Braze Welding \$273**  
A basic fuel gas welding course for beginners. Includes safety, shop practice, procedures and operation of related equipment.

Apr 28 Sat 7 wks BBY CRN 51724

#### WELD 915

**Shielded Metal Arc Welding Basic \$345**  
A basic arc welding course for the individual who wishes to learn S.M.A.W. to trade standards.

Apr 28 Sat 8 wks BBY CRN 51731

#### WELD 941

**Gas Tungsten Arc Welding Basic \$292**  
Covers shielding gases, electrodes, equipment, procedures and practical applications (in the flat, horizontal and vertical positions) of G.T.A.W.

Apr 28 Sat 6 wks BBY CRN 51762

#### WELD 957

**Gas Metal Arc Welding Basic \$270**  
This process is used by most metal fabricators in the province. The course will cover basic weld joints in the flat, horizontal and vertical positions. Successful completion of this course may meet credit transferability to the G.M.A.W. Section of P6 Module, Level C.

Apr 28 Sat 6 wks BBY CRN 51822

REGISTER  
BY FAX

430-1331

CLASSES START WEEK OF  
APRIL 9



### Communication

#### COMM 001

**Effective Writing \$88**  
Develop the basic skills needed for business and technical writing at BCIT. Course concentrates on paragraph development, organization and effective sentences in memo and letter writing.

Apr 19 Thurs 8 wks BBY CRN 45821

Jul 11 Wed 6 wks BBY 69032

0900-1300

#### COMM 002

**Independent Learning Skills \$88**  
Learn how to read efficiently, cope with assignments, use computer-managed learning packages, study independently, take exams successfully, manage your time.

Apr 17 Tues 8 wks BBY CRN 45839

Jul 12 Thurs 6 wks BBY 69171

0900-1300

#### COMM 003

**Comprehensive Reading, Writing and Learning Skills \$225**  
Emphasizes reading, writing and study skills needed for BCIT full-time programs. Covers topics in COMM 001 and 002, including speed reading and comprehension, library research skills and short report writing.

Apr 09 Mon/Wed 10 wks BBY CRN 57859

Apr 10 Tues/Thurs 10 wks BBY 57862

Jul 09 Mon-Fri 4 wks BBY 69160

Jul 16 Mon-Fri 4 wks BBY 73166

1030-1430

#### COMM 004

**Technical English for Second Language Students \$225**  
If your first language is not English, or you have studied English but need a refresher to meet BCIT's English requirements, this level of English is for you. Reading efficiency, vocabulary expansion, sentence and paragraph development emphasized.

Apr 09 Mon/Wed 10 wks BBY CRN 57877

Apr 10 Tues/Thurs 10 wks BBY 57886

Jul 09 Mon-Fri 4 wks BBY 69172

Jul 16 Mon-Fri 4 wks BBY 73157

1030-1430

#### COMM 160

**Intro to Business and Technical Communication \$160**  
Practical techniques for planning, organizing, selecting and presenting information for a business or industry environment. Routine memos, instructions, procedures, summaries and oral presentations.

Apr 10 Tues 12 wks DEC CRN 57808

Apr 23 Mon/Wed 6 wks BBY 45118

Jul 03 Tues/Thurs 6 wks BBY 72410

0900-1200

#### COMM 171

**Business Reports \$160**  
Emphasizes the persuasive skills needed to sell ideas, methods and products. Comparison and recommendation reports, proposals, feasibility studies, executive summaries, formal report format, presentations, use of graphics.

Apr 11 Wed 12 wks DEC CRN 45120

Apr 24 Tues/Thurs 6 wks BBY 57813

Jul 09 Mon/Wed 4.5 wks BBY 73594

0900-1300

#### COMM 175

**Business and Technical Correspondence \$160**

Improve your writing capabilities at work. Covers several types of memos and letters commonly used in the office including requests, complaints, sales and job applications; also, preparation and revision of resumes using different formats.

Apr 10 Tues/Thurs 6 wks BBY CRN 43192

Apr 21 Sat 9 wks BBY 57824

0900-1300

Jul 10 Tues/Thurs 6 wks BBY 73608

0900-1200

#### COMM 183

**Technical Reports \$160**

Emphasizes written skills needed when solving engineering problems. Comparison and feasibility reports, technical proposals, journal reviews, executive summaries, graphics, formal report format.

Apr 12 Thurs 12 wks DEC CRN 45136

Apr 23 Mon/Wed 6 wks BBY 57831

Apr 28 Sat 6 wks BBY 60193

0900-1530

Jul 10 Tues/Thurs 4.5 wks BBY 73613

0900-1300

#### COMM 190

**Writing for Results \$82**  
Overview of techniques used to make writing clearer, better organized and more effective in getting the job done in the workplace.

Apr 21 Sat 4 wks BBY CRN 45147

0930-1400

#### COMM 196

**Writing Manuals for the Computer Industry \$117**

For anyone who writes user manuals. Planning, researching, organizing, formatting and writing a manual; testing and packaging the finished product; translating technical material for the non-technical reader.

Apr 23 Mon/Wed 3 wks BBY CRN 57845

May 26 Sat 4 wks BBY 44935

0900-1330

Jul 07 Sat 4 wks BBY 73624

0830-1300

#### COMM 900

**English Fundamentals \$160**

Sentence structure, word choice, common grammatical problems, techniques for listing, paragraph structure and simple presentation strategies for students whose first language is English.

Apr 05 Thurs 12 wks BBY CRN 52971

Apr 21 Sat 8 wks BBY 44600

0900-1330

#### COMM 910

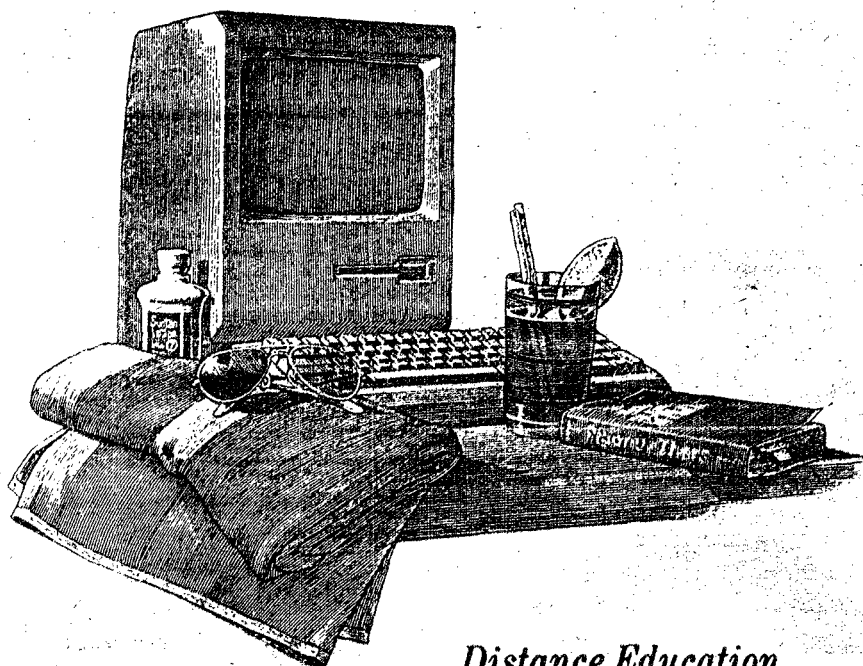
**Telephone Techniques \$50**

Brush up your telephone manners! Learn techniques for making positive first impressions with customers, and to handle those angry callers who want to complain. Record calls efficiently. Discussion, sample calls (on video) and role playing are used.

May 05 Sat 1 day BBY CRN 61076

0900-1600





## Distance Education

Some part-time math and physics courses are offered as correspondence (distance education) courses. This serves students who may need a course for upgrading, general information or as an equivalency, and who find it inconvenient or impossible to take a regularly scheduled course (perhaps the course is not offered when it is needed). Whatever the reason, distance education courses may be the answer, for they can be started any time throughout the year, and completed from any location off-campus. Course fees include text.

**MATH 002**  
**Technical Math: Introduction** \$222  
Equivalent to MATH 001. Meets Algebra 12 entrance requirement for BCIT. (Students who have difficulty with math or who have been away from school for more than 3 years should take the classroom course MATH 001.) Prerequisite: C or better in Algebra 11, Math 11 or equivalent.

**MATH 122**  
**Logarithms** \$125  
Equivalent to logarithms portion of MATH 102. Theory and applications of common and natural logarithms including plotting of logarithmic and semi-logarithmic graphs and their interpretation. ASTT accredited if taken with MATH 124. Prerequisite: MATH 001 or equivalent.

**MATH 123**  
**Trigonometry** \$162  
Equivalent to MATH 101. Theory and application of trigonometric functions; right angle trigonometry; vectors; trigonometric graphs, identities and equations; compound and double angle formulas; inverse functions. ASTT accredited. Prerequisite: C+ or better in Algebra 12 or Math 12; or a minimum 65% in MATH 001 or equivalent.

**MATH 124**  
**Analytic Geometry** \$125  
Equivalent to analytic geometry portion of MATH 102. Geometric and practical properties of conic sections, including polar coordinates and transformations. ASTT accredited if taken with MATH 122. Prerequisite: MATH 001 or equivalent.

**MATH 221**  
**Calculus: Part 1** \$174  
Equivalent to first part of MATH 203. Differential calculus with instantaneous rates of change; Delta-process; the derivative; implicit differentiation; curve sketching; differentiation rules for algebraic functions; applied maxima/minima. ASTT accredited if taken with MATH 222. Prerequisite: MATH 122, 123, 124 or equivalent.

**MATH 222**  
**Calculus: Part 2** \$174  
Equivalent to second part of MATH 203. Integral calculus including the indefinite and definite (with application to areas, volumes and centroids), trapezoidal rule and anti-differentiation. ASTT accredited if taken with MATH 221. Prerequisite: MATH 221 or equivalent.

**MATH 227**  
**Calculus: Part 3** \$174  
Differentiation and integration of trigonometric, logarithmic and exponential functions; expansion of functions (Maclaurin, Taylor and Fourier series); solution of differential equations. Prerequisite: MATH 222 or equivalent.

**PHYS 136**  
**Physics 1** \$292  
Equivalent to PHYS 131/132 theory only. Principles of physics as they apply to: measurement and data analysis, mechanics, elasticity and strength of materials, fluid mechanics, thermal energy. Prerequisite: Basic mathematics, plane trigonometry and algebra. Must seek approval from Walter Olson (Coordinator) at 434-5734, local 5316 to register in course.

**PHYS 236**  
**Physics 2** \$292  
Equivalent to PHYS 231/232 theory only. Wave motion; sound and light sources; propagation and reflection of light; refraction and dispersion; interference and diffraction; illumination and color; electrostatics; direct and alternating current; magnetism; atomic and nuclear physics. Prerequisite: PHYS 136 or equivalent and a working knowledge of algebra, trigonometry and calculus. Must seek approval from Walter Olson (Coordinator) at 434-5734, local 5316 to register in course.

## Mathematics

**MATH 001**  
**Technical Mathematics: Introduction** \$225  
Meets the Algebra 12 entrance requirement for BCIT programs. Prerequisite: C or better in Algebra 11, Math 11 or equivalent.

Apr 23	Mon/Wed	15 wks	BBY	CRN 45815
	1845-2145			
May 28	Mon-Fri	6 wks	BBY	53685
	0900-1200			
Jun 25	Mon-Fri	6 wks	BBY	53692
	0900-1200			

**MATH 004**  
**Refresher Mathematics** \$95  
For those who have met the math prerequisite for their BCIT program, but who have not used basic math techniques for several years. THIS COURSE IS NOT A SUBSTITUTE FOR MATH 001. Covers common algebraic methods for solving equations, simplifying expressions, manipulating formulas, basic trigonometry, graphing properties of common geometric figures, techniques for solving problems. Prerequisite: Algebra 12, Math 12 or equivalent.

Aug 20 - Oct 1	6 wks	BBY	CRN 74240
Schedule: Aug 20 - 31	Mon-Fri	0900-1200	
Sep 10 - Oct 1	Mon	1800-2000	

**MATH 101**  
**Technical Math 1: Trigonometry** \$160  
Right angle trigonometry; radian measure; vector and triangle problems; trigonometric identities, equations, graphing and inverse functions; polar coordinates; compound and double angle formulas. Prerequisite: C+ or better in Algebra 12 or Math 12; or a minimum 65% in MATH 001.

Apr 11	Wed	12 wks	BBY	CRN 44611
	1845-2145			

**MATH 102**  
**Technical Math 2: Logarithms and Analytic Geometry** \$160  
Plotting; interpretation and uses of logarithmic/semilogarithmic graphs; geometrical and practical properties of conic sections; polar/rectangular transformations. Prerequisite: C+ or better in Algebra 12 or Math 12; or a minimum 65% in MATH 001.

Apr 12	Thurs	12 wks	BBY	CRN 44625
	1845-2145			

**MATH 115**  
**Mathematics for Electronics: Part B** \$281

The 2nd of two parts on logarithms, trigonometric functions, identities, complex numbers, linear equations, graphs, the derivative, differentiation rules, applied maxima/minima, etc. Emphasis on application to electronics technology. Prerequisite: MATH 114 or equivalent.

Apr 14	Sat	14 wks	BBY	CRN 57890
	0900-1330			

**MATH 125**  
**BASIC 1: Intro to Micros (IBM PCs)** \$201  
For students with no experience in microcomputers or BASIC programming. Computer terminology; hardware; disk operating system; commands; BASIC language concepts.

Apr 21	Sat	8 wks	BBY	CRN 45807
	0900-1330			

**MATH 962**  
**Introductory SPC for the Plastics Industry** \$150

A one-day seminar in statistical process control, providing an intuitive and simple mathematical look at SPC terminology and techniques. Includes histograms, sampling techniques, capability indices, pareto analysis, cause and effect diagrams, construction and analysis of x-bar and R charts with relevant industry applications.

Apr 24	Tues	1 day	BBY	CRN 60000
	0800-1600			

## Physics

**PHYS 004**  
**Refresher Physics** \$95  
For those who have met the Physics 11 prerequisite for their BCIT programs, but who have not applied the concepts for more than one year and need to brush up their skills. THIS COURSE IS NOT A SUBSTITUTE FOR PHYS 009. Covers kinematics, dynamics, mechanical energy, electricity and optics, with emphasis on problem-solving. Prerequisite: Physics 11 or equivalent.

Aug 20 - Sep 25	6 wks	BBY	CRN 74238
Schedule: Aug 20 - 31	Mon-Fri	1300-1600	
Sep 04 - 25	Tues	1800-2000	

**PHYS 009**  
**Pre-entry Physics** \$225  
Meets Physics 11 entrance requirement for BCIT programs. Prerequisite: You are advised to complete any necessary mathematics upgrading courses before taking PHYS 009.

Jul 03	Mon-Fri	7 wks	BBY	CRN 69049
	1330-1630			

## Chemistry

**CHEM 001**  
**Pre-entry Chemistry 1** \$225  
An upgrading or refresher course for those whose background in chemistry is weak. Meets Chemistry 11 entrance requirement for BCIT programs.

Apr 17	Tues/Thurs	12 wks	BBY	CRN 57938
	1845-2145			
Jul 9	Mon-Fri	5 wks	BBY	71698
	0900-1200			

**CHEM 317**  
**Gas and Liquid Chromatography** \$265  
Introduces the uses of gas chromatography (GC) and high performance liquid chromatography (HPLC) in solving organic analysis problems relating to the energy, chemical, food and forest industries; clinical and environmental laboratories. Class is limited to ten students so enrol now!

Apr 17	Tues/Thurs	6 wks	BBY	CRN 59252
	1845-2145			

## Technical Communication

**TCOM 114**  
**Technical Writing for Electronics** \$281  
Learn to organize technical information; illustrate documents; define and describe technical objects and processes; write routine letters, memos and instructions; summarize technical articles; write a resume and application letter.

Apr 07	Sat	10 wks	BBY	CRN 55715
	0900-1430			
Jun 26	Tues/Thurs	9 wks	BBY	43185
	1800-2100			

**TCOM 214**  
**Technical Writing for Electronics** \$281  
Learn to prepare a professional job search package; practice interview skills; write informal reports; learn techniques and formats for writing documentation. Prerequisite: TCOM 114 or equivalent.

Apr 07	Sat	10 wks	BBY	CRN 58805
	0900-1430			

# REGISTER NOW!

CLASSES START WEEK OF  
APRIL 9

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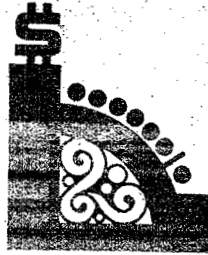
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Aircraft Drafting and Blueprint	
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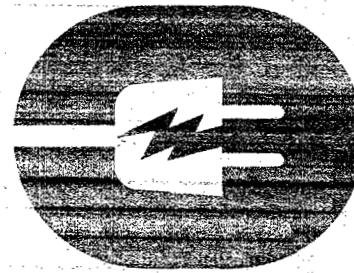
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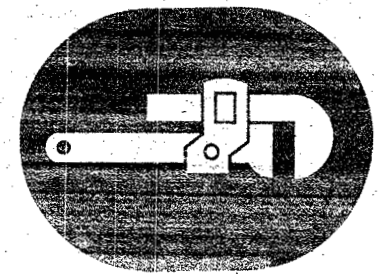
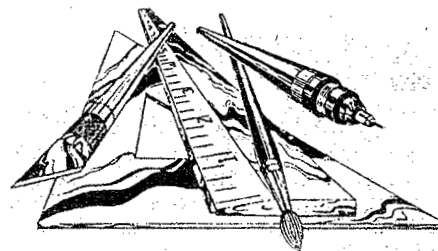
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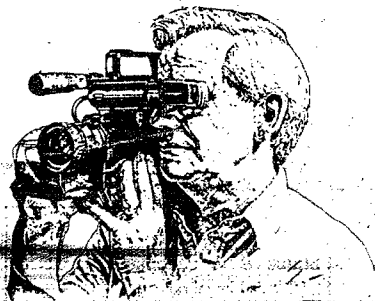


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# REGISTRATION IS OPEN NOW!

CLASSES START WEEK OF APRIL 9

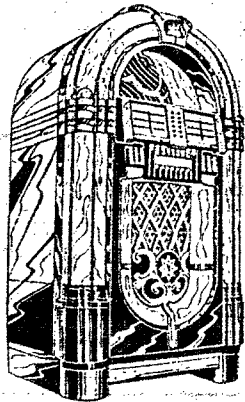
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LPG	15
LRIS	14

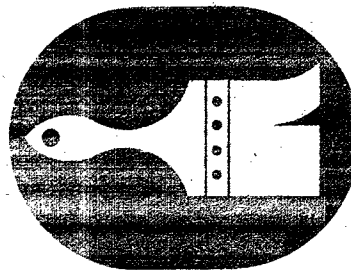


MAC	12
Machinist Trade	18
Management	3
Manufacturing	9
Marketing Management	8
Marketing Research	8
Materials Testing	17
Math, Business	9
Math, Electricians	17
Math, Finance	9
Math, Industrial	18
Math, Technical	21
Math, Trades	18
Mathematics	21
Mechanical Technology	14
Medical Office Assistant	9
Microcomputers	11
Microprocessors	17
Micros, 8086/8088	13
Microsoft WORD	12
Millwright Trade	18
Motorcycles	20
Motor Control	17
Municipal Services	10
Music Business	4

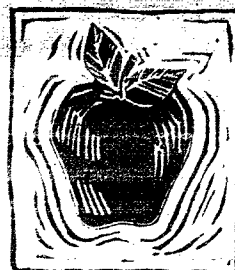


NDT	10
NGV	15
Novell Netware 286	13
Operations Management	9
Oops/Actor/MS	13
OPEN HOUSE	12
Organizational Behavior	4

Paint Technology	10
Painting/Decorating Trade	18
PAL's	13
PAMAP (GIS)	14
Parking	24
PASCAL	12
PC/MS DOS	11
Pesticides Retailers/Landscape	14
Photography	5
Physics	21
Piping/Plumbing/Gas Trades	19
PL/I	13
Planning	4
Plant Intro	14
Plants, Indoor	19
PLC Electronics	13
Plumbing TQ	19
Plumbing, Residential	19
POWERHOUSE	13
Power Engineering	19
Practical Horticulture	19
Problem-Solving	4
Productivity Engineering	9
Program Advising	24
Programmable Controllers	17
Programming	12
Project Management	10
Pruning	19
Public Relations	8
Public Speaking	8
Pulp and Paper	11
Purchasing	9



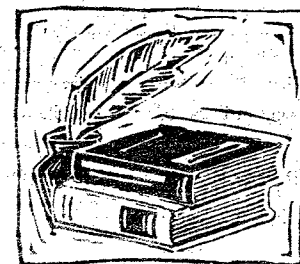
Radio	4
Reading Skills	20
Refrigeration, Commercial	20
Refunds	24
Registration	24
Renewable Resources	14
Reports, Business	20
Reports, Technical	20
Reservations, Automated	8
Robotics and Automation	14



Sales	8
Seafood Retailing	14
Sign Painting	18
Small Business	8
Small Engines	20
Smalltalk	13
SmartCAM	10
Software (GIS)	14
SPC, Plastics	21
Spreadsheet	11
Stair Construction	16
Statistics	9
Steno/Typist, Legal	9
Street Design	10
Supervision	3, 14



Taxation	6
Technical Communication	20
Technical English	20
Technical Math	21
Technical Reports	20
Telephone Techniques	20
TERRASOFT (GIS)	14
Ticketing, Automated	8
Tourism	8
Town Garden	19
Trades Math	18
Trades Training	15
Training Techniques	3
Transit and Level	16
Tree Care	19
Trigonometry	21
TV News	5
TV Production	5
UNIX System V	10
Vegetable Gardening	19



Welding Trade	20
Wines	7
Withdrawal	24
Woodwork	16
Wordperfect	11, 12
Word Processing	11
Writing	20
Writing, Dramatic	4
Writing, Media	4
Writing, Technical	20



**REGISTER BY FAX**

Applicants who have access to FAX, and will pay by Visa or MasterCard, may register by completing the PART-TIME STUDIES REGISTRATION FORM below (all sections) and forwarding it via FAX to 430-1331.

Please note: confirmation of course enrolment/receipt of registration forms will be by mail only.

**REGISTER IN PERSON**

At the Burnaby Campus,  
3700 Willingdon Avenue.

**REGULAR HOURS OF OPERATION:**

Monday to Thursday 0830 to 1900;  
Friday 0830 to 1630;  
Saturday 0830 to 1230.

**EXCEPTIONS TO REGULAR HOURS OF OPERATION:**

April 02 - April 19  
(After April 19 regular hours begin again.)  
Monday to Friday 0830 to 1630;  
Closed Saturday.  
Monday to Thursday 0830 to 2000;  
Friday 0830 to 1630;  
Saturday 0830 to 1230.  
Closed Saturday on holiday weekends.

At the Downtown Campus,  
549 Howe Street, Vancouver.

Monday to Thursday 0830 to 1830;  
Friday 0830 to 1630;  
Closed Saturday.

Registration in person at the Surrey site for courses held in Surrey,  
Princess Margaret School,  
128 Street & 72 Avenue, Surrey.  
0900 - 2030 Monday to Thursday  
0900 - 1530 Friday.

Hours of registration are subject to change.

**REGISTER BY PHONE**

For students who have enrolled in courses since July 1984, you can register by phone using MasterCard or Visa.

Phone the Burnaby Campus at: 434-1610.

Phone the Downtown Campus at: 687-4666.

**CERTIFICATE PROGRAMS**

BCIT offers certificates through many of its Part-time Studies programs. Please refer to the Part-time Studies Calendar for more information.

**PROGRAM ADVISING**

Engineering students may wish to meet with the Part-time Studies program advisor prior to course registration. Business students, however, usually complete one or two courses prior to meeting with the Part-time Studies program advisor to discuss a certificate program.

For certificate program approval, you may wish to make an appointment with the appropriate program advisor. Please call for an appointment, 434-3304.

**COURSE CANCELLATIONS**

The Institute reserves the right to cancel courses if enrolments are insufficient. A full refund of tuition fees or a letter of credit will be issued for courses cancelled by the Institute. We truly regret any inconvenience this may cause.

**COURSE TRANSFER/CHANGE — \$15 FEE**

Please note that a \$15 fee is now charged when you request a course transfer/change. This applies when you request to have your registration changed from one course to

another and/or to change your time/date. Please ensure that you are registered in the correct course at the time of registration.

\*Course transfer/change must be made by the refund deadline dates listed below.

**REFUNDS**

Full refund, less \$25, if within the following guidelines:

Course Duration	*Deadline Dates
Over 4 weeks	1 day prior to the 2nd night of class.
4 weeks and under	1 week prior to the class start date.
Distance Education	Before material has been sent.

Refund requests must be in writing to the Institute by the refund deadline date. Fees for some special courses are non-refundable and others have different refund requirements and deadlines. Please check refund requirements and deadline dates at the time of registration.

Please note that there will be a charge of \$25 per course deducted for refund processing when you withdraw from a course. A Letter of Credit may be issued after the deadline, based on medical reasons only.

**PART-TIME STUDIES REGISTRATION****PERSONAL DATA**

Social Insurance Number				Student Name (Last Name, First Name)			
Month	Date of Birth Day	Year	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married	Country of Citizenship <input type="checkbox"/> Canada <input type="checkbox"/> Other	Status (If Not Canadian) <input type="checkbox"/> Landed Immigrant <input type="checkbox"/> Student Authorization	
Mailing Address (Number and Street)							
City/Town				Prov.	Country	Postal Code	
Home Phone Number			Company Name			Company Phone Number	

**EDUCATIONAL RECORD**

	NAME AND LOCATION	YEARS COMPLETED	PROGRAM/DEGREE	CUMULATIVE CREDITS/GPA	PERIOD OF ATTENDANCE	FULL-TIME/PART-TIME
LAST HIGH SCHOOL						
COLLEGES AND/OR INSTITUTES						
UNIVERSITIES						

PROVINCIAL EXAM NUMBER: \_\_\_\_\_

**COURSE REGISTRATION**

Course Number	Course Ref. Number (CRN)	Course Title	Course Cost(s)		Start Date			Site
			Fee	Special Fee	Month	Day	Year	
TOTAL FEES			+	=				

Payment of Fees: ☐ Full Fees Paid by You

☐ Full Fees Paid by Employer (Approval Attached)

☐ Special Arrangement (Approval Attached)

**FOR "MAIL IN" APPLICATIONS**

Paid By: ☐ Cheque/Money Order (Enclosed)  
☐ Visa  
☐ MasterCard

Card No.:

Issue Date:

Month		Year		Expiry Date:		Month		Year	
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TOTAL AMOUNT PAID

\$

**CONSENT AND ACKNOWLEDGEMENT**

I hereby consent to be bound by and observe all applicable rules, regulations, policies and procedures of BCIT and any amendments made thereto from time to time. I am aware that a copy of all such rules, regulations and procedures is available for review at the office of the Registrar for BCIT and I acknowledge that it is my responsibility to review the same.

Applicant Signature

(Unsigned registration forms may be returned unprocessed.)

Date

Please complete and return to BCIT Registration, 3700 Willingdon Avenue, Burnaby, B.C. V5G 3H2 FAX: (604) 430-1331

**HOW TO WITHDRAW**

Students who wish to withdraw from a course after the refund deadline, must do so officially, in writing. Withdrawal will be allowed until two-thirds of the way through the course and will result in a "W" on the transcript. If withdrawing after the deadline, the transcript will show "F" for the dropped course. Neglecting to withdraw officially (course abandonment) will result in an "OF" on the transcript. The standard refund policy applies to all withdrawals.

**PARKING (Subject to change)**

The parking fee for the Spring term, 1990 is \$10. All vehicles parking on the Burnaby campus, day or night, must display a valid Institute parking permit. Paid parking is in effect 24 hours a day, year round. Part-time students may purchase parking permits on the first night of classes from the Cashier area or the Registration desk in building 1A, from 1630 to closing, Monday to Thursday, or Saturday mornings from 0830 to 1230. Vehicles not displaying a valid parking permit are subject to impoundment. Vehicles should be kept locked at all times. BCIT does not accept liability for theft from or damage to, vehicles parked on campus.

**CLASS TIMES**

Classes at all sites run for 3 hours per night, 1 or 2 nights a week, Monday through Thursday, UNLESS OTHERWISE NOTED IN COURSE DESCRIPTION OR AT REGISTRATION.

BURNABY (BBY) TRADES	1900-2200
BURNABY (BBY) TECHNOLOGY	1845-2145
COQUITLAM (COQ)	1845-2145
DOWNTOWN EDUCATION CENTRE (DEC)	1730-2030
HASTINGS ST. (HAS)	1845-2145
RICHMOND (RIC)	1845-2145
SEA ISLAND (SEA)	1900-2200
SURREY (SRY)	1900-2200

