

ADULT EDUCATION CLASSES ENROLLMENT FORM
OFFERED BY THE ODESSA R-VII SCHOOL DISTRICT

The Odessa R-VII School District extends to the patrons of our District an invitation to participate in the Adult Education Classes being offered this Fall. All classes are in the evening from 6:00pm-8:30pm unless noted otherwise. For a brief description of each class, you may access the Odessa R-VII website at www.odessa.k12.mo.us.

Please indicate which class(s) you wish to participate in and return this form to the Odessa R-VII Central Administrative Office at 701 South Third, Odessa, MO, 64076. *(If the class indicates a materials fee, please include a check made payable to the Odessa R-VII School District.)*

DEADLINE FOR REGISTRATION IS Monday, September 29th. Class sizes are limited; sign up early to ensure availability!

- _____ 1. Conversational Sign 1 (October 2, 9, & 16th) Material fee \$10.00
- _____ 2. Conversational Sign 2 (October 30th, November 6th, & 13th) Material fee \$10.00
- _____ 3. Gmail for Beginners (October 16th) No fee
- _____ 4. Google Drive for Beginners (October 28th & 30th) No fee
- _____ 5. Google Calendar for Beginners (November 4th) No fee
- _____ 6. Digital Photography Using an SLR Camera Photography Basics (November 6th & 7th) Need your camera with manual functions
- _____ 7. Google Chrome for Beginners (November 6th) No fee
- _____ 8. Google Sites for Beginners (November 11th) No fee
- _____ 9. Illuminated Manuscripts and Calligraphy (November 13th & 14th) Material fee \$5.00

**A reminder notice will be sent to you closer to the date of your class along with a list of supplies you may need.*

NAME (Please Print)

DATE

STREET ADDRESS

CITY

PHONE NUMBER 1

PHONE NUMBER 2

*If the enrollment in a class is less than five, that class will be cancelled. You will be notified by phone if a cancellation should occur. *If the weather is questionable and you are wondering if your class has been cancelled, please check the Odessa R-VII School District website at www.odessa.k12.mo.us. For questions, please call 816-633-5316 or e-mail afieith@odessa.k12.mo.us.

The Odessa R-VII School District affirms its commitment to carry out its civil rights obligation to eliminate discrimination and denial of services on the basis of race, color, national origin, sex, or handicap.

FALL 2014 ADULT EDUCATION CLASSES
Odessa R-VII School District

Conversational Sign Language 1

DATE: Oct 2nd, 9th, 16th
TIME: 6:00-8:30 pm
INSTRUCTOR: Laura Cozart
MATERIALS FEE: \$10.00
LOCATION: OMS # 107
Learn conversational sign language.

Conversational Sign Language 2

DATE: Oct 30th, Nov 6th, Nov 13th
TIME: 6:00-8:30 pm
INSTRUCTOR: Laura Cozart
MATERIALS FEE: \$10.00
LOCATION: OMS # 107
Learn conversational sign language.

Gmail For Beginners

DATE: Oct 16th
TIME: 6:00-8:30 pm
LOCATION: OMS # 133
INSTRUCTOR: Tia Saxon
MATERIALS FEE: No Fee
Learn how to use a Gmail for your email.

Google Drive for Beginners

DATE: Oct 28th & 30th
TIME: 6:00-8:30 pm
LOCATION: OMS # 133
INSTRUCTOR: Tia Saxon
MATERIALS FEE: No Fee
Learn how to use the web-based office suite that is free!

Google Calendar for Beginners

DATE: November 4th
TIME: 6:00-8:30 pm
LOCATION: OMS # 133
INSTRUCTOR: Tia Saxon
MATERIALS FEE: No Fee
Learn how to use this web-based calendar system that integrates with Gmail and Drive so can access the calendar from anywhere.

Digital Photography Using an SLR Camera and Manual Functions and Basic Photo Editing

DATE: Nov 6th & 7th
TIME: 6:00 – 8:30 pm
INSTRUCTOR: Andrea Birdsong
MATERIAL NEEDED: Digital SLR camera that has MANUAL function capabilities.
LOCATION: OHS # 25
Students will learn the ins and outs of working with a digital SLR camera on manual function. Students will also learn techniques that will help them take a standard photo opportunity and make it stellar.

Google Chrome for Beginners

DATE: Nov 6th
TIME: 6:00-8:30 pm
LOCATION: OMS # 133
INSTRUCTOR: Tia Saxon
MATERIALS FEE: No Fee
Learn about Chrome, Google's Internet browser.

Google Sites for Beginners

DATE: Nov 11th
TIME: 6:00-8:30 pm
INSTRUCTOR: Tia Saxon
MATERIALS FEE: No Fee
LOCATION: OMS # 133
Learn how to make a free personal or family website.

Illuminated Manuscripts and Calligraphy

DATE: Nov 13th & 14th
TIME: 6:00-8:30 pm
INSTRUCTOR: Andrea Birdsong
MATERIALS FEE: \$5.00
LOCATION: OMS # 25
Learn about the history of writing with an emphasis on writing and illustration of written works in the middle ages. Students will create

their own illuminated letter and learn basic print and script calligraphy.