



USF LEARNING INSTITUTE FALL 2010 SEMINAR SERIES

The University of Sioux Falls offers special topics that enhance academic, professional or personal development. Workshops may be taken for undergraduate credit or for non-credit.

Fall 2010 Workshops *(click on the link below to be directed to the workshop description)*

- SDV 199A [Becoming a Master Student](#), Sept. 9-Oct. 28; *Thursdays 1:30-3:00 p.m.*
- GEN 199L [Algebra for K-12 Educators](#), Sept. 14-November 2; *Tuesdays, 6:30-8:30 p.m.*
- GEN 199A [Free & Affordable Field Trips for Educators](#), Oct. 1-2 - **CANCELLED**
- SDV 199B [Job Searching & Career Management](#), Oct. 4-Nov 1(No Class Oct 25); *Mondays 6:00-9:00 p.m.*
- GEN 199K [Personal Money Management](#), October 8-9; *Fri. 6 – 10 p.m. & Sat. 8 a.m. – 6 p.m.*
- GEN 199B [Discipline with Love & Logic](#), Oct. 15-16; *Fri. 4:30-9:30 p.m. and Sat. 8:00 a.m. – 5:00 p.m.*
- GEN 199C [Personal and Professional Assertiveness](#), Oct. 15-16; *Fri. 6 – 10 p.m. & Sat. 8 a.m. – 6 p.m.*
- GEN 199D [Peacemaking through Circle Processes](#), Oct. 29-30; *Fri. 4:30-9:30 p.m. and Sat. 8 a.m. – 5 p.m.*
- GEN 199E [Introduction to Microsoft Excel](#), Nov. 5-6; *Fri. 6 p.m. – 10 p.m. & Sat. 8 a.m. – 6 p.m.*
- GEN 199F [Never Enough Time](#), Nov. 5-6; *Fri. 6 p.m. – 10 p.m. & Sat. 8 a.m. – 6 p.m.*
- EXS 147A [Wellness Workshop](#), Nov. 12-13; Reserved for DCP Students Only
- GEN 199G [Fairy Tale Follies](#), Nov. 12-13; *Fri. 6 p.m. – 10 p.m. & Sat. 8 a.m. – 6 p.m.*
- GEN 199H [More Than Meeting the Parents](#), Nov. 19-20; *Fri. 6 p.m. – 10 p.m. & Sat. 8 a.m. – 6 p.m.*
- GEN 199I [Introduction to LaTeX](#); Nov. 19-20; *Fri. 6 p.m. – 10 p.m. & Sat. 8 a.m. – 6 p.m.* - **CANCELLED**
- GEN 199J [Microsoft Word 2007](#), Dec 3-4; *Fri. 6 p.m. – 10 p.m. & Sat. 8 a.m. – 6 p.m.*

Time

Seminars meet Fridays from 6:00 p.m. – 10:00 p.m. and Saturdays from 8:00 a.m. – 6:00 p.m. unless otherwise indicated.

Registration

Registration for workshops will be accepted up to one week prior to the first day of the workshop. If there is a CLOSED stamp following the seminar title, it is no longer open for registration.

Register for CREDIT (\$120) by calling the USF Registrar's Office at 605-331-6650.

Register for NON-CREDIT (\$40) with Kari Clark at 331-6781.

Withdrawing

To drop a workshop, participants must notify the Office of the Registrar at least *24 hours prior* to the beginning of the workshop. If the participant fails to drop before the 24-hour deadline, or fails to attend without drop notification, he/she will be responsible for the cost of the workshop. will be charged . In the event the workshop is cancelled, participants will be notified one week in advance and receive a full refund.

Undergraduate Credit

Workshops are one credit and are graded either Pass or No-Credit (P or NC). Grade reports are not issued to students, however transcripts may be requested free of charge. Requests must be made in person or by writing to:

University of Sioux Falls-Registrar's Office
1101 W 22nd St
Sioux Falls, SD 57105
Fax: (605) 331-6615

SEPTEMBER

SDV 199A BECOMING A MASTER STUDENT

Instructor: Amanda Anderson

Students desire to do well in the classroom, but often need help learning how to be a successful student. Focus areas for this workshop will include time management skills, general study habits, learning styles, note taking, textbook reading, test taking strategies, and memorization techniques. It is recommended for freshman or sophomore students to take an additional credit bearing course while taking this workshop.

Recommended for freshmen or sophomore students.

DATES: Every Thursday; Sept. 9, 16, 23, 30, Oct. 7, 14, 21, 28 from 1:30-3:00 p.m.

LOCATION: Jordan, Room

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GEN 199L ALGEBRA for K-12 EDUCATORS

INSTRUCTOR: Carol Den Otter

This workshop addresses the NCTM Algebra Standards in grades K-12. This is not a repeat of high school algebra but instead it will focus on the type of thinking and reasoning that helps students think mathematically in all areas of mathematics. Algebraic thinking starts with forming generalizations from experiences with number then moves to formalizing the ideas with the use of symbols and finally exploring patterns and functions. This workshop will be highly interactive.

DATES: September 14-November 2, 2010, Tuesdays, 6:30-8:30 p.m.

LOCATION: Glidden Hall, Room 212

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OCTOBER

GEN 199A FREE & AFFORDABLE FIELD TRIPS FOR EDUCATORS - CANCELLED

Instructor: Ellory Stroh

Everyone enjoys field trips; however they can be expensive, unless you know where to look. In this workshop learn where to go for FREE and very affordable field trips. These field trips will engage and educate students! All the field trips will be aligned to state standards to meet district and school requirements. This workshop is sure to be a hit with you, parents, administrators, and most of all, students. Don't miss out on this wonderful opportunity to enhance your learning outside the classroom walls!

DATES: October 1-2, 2010; Fri. 4:30-9:30 p.m. and Sat. 8:00 a.m. – 5:00 p.m.

LOCATION: Cleveland Center, Room 122

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SDV 199B JOB SEARCHING & CAREER MANAGEMENT

INSTRUCTOR: Billie Streufert

This workshop is designed to maximize your career management skills in a recession. You will identify your goals, explore career options, analyze the job market, and practice self-marketing techniques (e.g., resumes, cover letters, interviewing, and networking). Gain a competitive edge by learning best practices and professional standards for your job search.

DATES: Every Monday; October 4, 11, 18, & Nov. 1 (No Class Oct. 25) from 6:00 – 9:00 pm

LOCATION: Glidden Hall, Room 212

[BACK](#)

GEN 199K PERSONAL MONEY MANAGEMENT

Instructor: Bruce Johnson

This seminar will provide students with a basic understanding of personal finance. Core topics will include evaluating the current economy, managing income and expenses, making large purchases, purchasing insurance, managing debt, and building wealth. Students will learn how to prepare a personal income statement, balance sheet, and calculate net worth. Emphasis will be placed on utilizing practical tools to create financial success.

DATES: October 8-9, 2010

LOCATION: Cleveland Center, Room 221

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GEN 199B DISCIPLINE WITH LOVE AND LOGIC**Instructor: Larry Anderson**

Would you be willing to spend a few hours of your time learning how to end power struggles and set limits you can enforce while building better relationships with your children? Discipline with Love & Logic is easy to learn, yet very effective. Strategies can be immediately applied.

Resource book cost: \$15/first day of class.**DATES: October 15-16, 2010; Fri. 4:30-9:30 p.m. and Sat. 8:00 a.m. – 5:00 p.m.****LOCATION: Cleveland Center, Room 122**[BACK](#)**GEN 199C PERSONAL AND PROFESSIONAL ASSERTIVENESS****Instructor: Suzanne Knudson**

Assertive, passive, aggressive, passive aggressive – what are they and which are you? Which is most appropriate and what are the consequences of each choice? Join us to learn how to be honest without offending, alienating or under-stating your message.

DATES: October 15-16, 2010**LOCATION: Cleveland Center, Room 222**[BACK](#)**GEN 199D PEACEMAKING THROUGH CIRCLE PROCESSES****Instructor: John Gehm**

This peacemaking practice draws on the ancient Native American tradition of a talking piece and combines with concepts of democracy and inclusivity. Peacemaking circles are used in neighborhoods to provide support for those harmed by crime, for those who commit crime, in schools to create positive classroom climates and resolve behavior problems, in the workplace to deal with conflict, and in social services to develop more organic support systems for people struggling to make sense of their lives.

DATES: October 29-30, 2010; Fri. 4:30-9:30 p.m. and Sat. 8:00 a.m. – 5:00 p.m.**LOCATION: Cleveland Center, Room 221**[BACK](#)**NOVEMBER****GEN 199E INTRODUCTION TO MICROSOFT EXCEL****Instructor: Greg Geiszler**

This workshop will provide students with an introduction to spreadsheets in Microsoft Excel. Students will learn how to enter data, enter labels, and edit various aspects of a spreadsheet. In addition, students will learn how to design formulas and use functions to perform mathematical calculations within Excel. Students will also learn the process for creating charts and graphs to display the data within a spreadsheet.

DATES: November 5-6, 2010**LOCATION: Cleveland Center Computer Lab, Room 121**[BACK](#)**GEN 199F NEVER ENOUGH TIME****Instructor: Suzanne Knudson**

Over extended, short of time, life is an out of control treadmill? It's a typical day in the life of the American female. Tying your self-esteem to your productivity is a dangerous trap that threatens your relationships, and your physical, emotional and spiritual health. Join us to learn how to make healthier choices regarding your life, values and time.

DATES: November 5-6, 2010**LOCATION: Cleveland Center, Room 221**[BACK](#)

EXS 147A WELLNESS WORKSHOP

Instructor: Cherie Abma

Health is not a destination, but a journey. Wellness is a continual balancing of dimensions of human needs— spiritual, emotional, social, physical, and intellectual. This seminar is intended to help students gain knowledge and understanding about the components of health (i.e., nutrition, fitness, stress management, spiritual growth), enabling them to make behavioral choices that will improve the quality of their lives. **This workshop is reserved for students in the Degree Completion Program or those seeking admission to the Degree Completion.** *Bring comfortable clothing and tennis shoes.*

DATES: November 12-13, 2010

LOCATION: Cleveland Center, Room 122

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GEN 199G FAIRY TALE FOLLIES

Instructor: Dr. Nicholle Schuelke

For centuries fairy tales have fueled the popular imagination of children and adults alike. As an art form and communicative practice, however, these tales have undergone radical transformation in form and meaning over the centuries. This workshop focuses on the form, style, structure, and meaning of the fairy tale in its traditional contexts as well as in its modern transformations and critical interpretations.

DATES: November 12-13, 2010

LOCATION: Cleveland Center, ~~Room 221~~ Changed to Room 222

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GEN 199H MORE THAN MEETING THE PARENTS

Instructor: Kristin Fick

This workshop will explore various dynamics of today's dating relationships and relationship trends. Participants will take a closer look at the topics of: media influence on relationships; emerging issues such as cyber-stalking, hooking up, and sexting; balance and healthy boundaries in relationships; and gender roles.

DATES: November 19-20, 2010

LOCATION: Cleveland Center, Room 222

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GEN 199I INTRODUCTION TO LaTeX - CANCELLED

Instructor: Chad Birger

An introduction to LaTeX and the installation procedure will be provided. Students will be introduced to document types and text displaying features. Boxes, tables, and mathematical formulas and typesetting will also be covered. A basic introduction to the referencing feature is also planned.

DATES: November 19-20, 2010

LOCATION: Salsbury Science Computer Lab, Room 207

[BACK](#)

DECEMBER

GEN 199J MICROSOFT WORD 2007

Instructor: Chad Birger

This seminar will familiarize students with new environment and features of Microsoft Word 2007. The course will start with an exploration section of the new layout of Word 2007. A quick review using Word features will then be implemented. Next, a section on utilizing the researching features of MS Word 2007, including Footnotes, Citations, and Bibliography. Other topics will also be covered.

DATES: December 3-4, 2010

LOCATION: Salsbury Science Computer Lab, Room 207

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