

Lake Area Technical Institute

Corporate Education

Spring 2010 Class Schedule

On-Line Classes – Non-Credit

Students must have Internet access, with an email address and web browser for the following classes offered by ON-LINE Directed Independent Study. Students who complete all assignments as required will be eligible to receive a completion certificate from the Business & Industry Training Department. Visit our web site for more information about this exciting educational opportunity!

Classes start once a month! For course information, please go to:

[Http://www.ed2go.com/lakeareatech](http://www.ed2go.com/lakeareatech) or call **605-882-5284 Ext. 320**

CUSTOMIZED CLASSES & SERVICES

This list of classes has been offered to companies in the past and we can customize them to meet your specific needs.

- | | |
|-----------------------|-------------------------------------|
| * Lean Manufacturing | * Welding Techniques |
| * Supervisor Training | * Customer Service |
| * Computer Seminars | * CPR Child & Adult, First Aid, AED |
| * Forklift Training | * Various Industry Seminars |

BIT now has available software that will do “training needs assessment” for many of your job descriptions. This will help identify exactly what your people know and don’t know. So, you may spend your time and resources on training that will help your people grow. ASQ statistics show that education and training result in increased production. It does pay! Give us a call and see if we can help. We want to be “Your Partner in Education and Training”.

CLASSES TO YOUR BUSINESS! Is the time of our customized classes not convenient for your company employees to attend? We can come to your area of business or your company can come to our campus at a time that is convenient for you. Just call and we can make the arrangements just right for you.

RENT A CLASSROOM/THEATER! We offer outstanding classroom space with many of the teaching tools (audio visual equipment, power point presentations, Internet access) at your disposal. Easy access, plenty of parking, and a great learning environment - Call 882-5284 ext. 320

RENT A COMPUTER LAB! If you need to do computer training for your company and want to rent a computer lab, give us a call. You will be pleasantly surprised how easy it is to do and how accessible it is. Interested? Come on over and take a look.

Some Companies/Agencies who use our facilities for classroom seminars or computer lab classes:

- | | |
|--------------------------------|------------------------------|
| 1) South Dakota State Agencies | 6) Technical Ordnance |
| 2) Terex Utilities | 7) CASE NEW HOLLAND |
| 3) DOT Transportation Dept. | 8) Tower Systems, Inc. |
| 4) Angus/Palm Industries, Inc. | 9) NE Elevator Association |
| 5) SHRM/ASQ Agencies | 10) MEP – Lean Manufacturing |

To register, simply complete and return the form (or email us with the same information) along with a purchase order number or check. Pre-registration is required. NOTE: Some classes have enrollment limits, so early registration is in your best interest. If class is cancelled, you will be **CALLED** and your registration fee will be refunded to you. For information, call 605-882-5284, or 1-800-657-4344, Ext. 320. **Mail registration along with fee to: LATI/Corporate Education, PO Box 730, Watertown, SD 57201**

**CORPORATE EDUCATION
CLASS REGISTRATION FORM**

Your Name: _____ Phone _____

Address: _____ E-mail _____

Class #	Name of Class:
1. _____	_____
2. _____	_____
3. _____	_____

Send Check or PO # to: LATI/CE, PO Box 730, Watertown, SD 57201

Please note: Lake Area Technical Institute Web Site: www.lakeareatech.edu
ONLINE Courses: www.ed2go.com/lakeareatech
Business & Industry Training Email: haucks@lakeareatech.edu
Toll Free Telephone: 1-800-657-4344, Ext. 320
Telephone: 605-882-5284, Ext 320
FAX: 605-882-6347