



CONTINUING & PROFESSIONAL STUDIES



**EXPERIENCE. LEARN. CHANGE.**

**[kpu.ca/cps](http://kpu.ca/cps)**

**604.599.2020**



Continuing & Professional Studies

WELCOME TO KPU'S

# Continuing & Professional Studies



Jobs are changing rapidly and for some industries, becoming more specialized. Employees today simply need more training. Is your business looking for customized training options designed to help your company reach its goals? KPU can customize training in a wide variety of areas to meet your needs.

Email us at [training@kpu.ca](mailto:training@kpu.ca) or call our Corporate Training division at **604.599.3300** with your ideas.



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# How to register



**Online**  
[kpu.ca/cps](http://kpu.ca/cps)



**By Mail**  
Student Enrolment  
Services  
12666 72 Ave  
Surrey, BC V3W 2M8



**By Fax**  
Continuing and  
Professional Studies  
604.599.2036



**In person at any of our Student Enrolment Services offices during office hours**

## KPU Langley

Monday–Wednesday: 9:00am–4:00pm  
Thursday: 9:00am–6:00pm  
Friday: 1:00pm–4:00pm

## KPU Surrey

Monday, Tuesday: 9:00am–6:00pm  
Wednesday, Thursday: 9:00am–4:00pm  
Friday: 9:00am–2:00pm

## KPU Richmond

Monday, Tuesday: 9:00am–4:00pm  
Wednesday, Thursday:  
9:00am–6:00pm  
Friday: 9:00am–2:00pm

## KPU Tech

Monday–Thursday: 9:00am–4:30pm  
Friday: 9:00am–1:30pm



## NEED HELP REGISTERING?

You can call 604.599.2020 or drop by any of our campuses for assistance.

Check [kpu.ca/cps](http://kpu.ca/cps) for up-to-date course information.  
In the event there is a discrepancy the website shall be deemed correct.

## LERN - Online Learning

We are pleased to offer a variety of online courses provided in partnership with the Learning Resources Network (LERN). These courses are listed throughout the catalogue and have "LERN" noted in the course title.



*"Information That Works!"*

Please note: Student name and email address will be provided to UGotClass for access to the online learning system. This is U.S. based course; however, the server for this system is located in Manitoba to comply with Canadian regulations.





# Business

## ➤ HUMAN RESOURCES (Online)

### **Applying Lean Sigma Practices to HR Functions (LERN)**

*Course #: HRST 9000\**

Develop the mindset of Lean Operational Excellence, and advanced problem solving approach that facilitates continuous improvement within the organization through the identification and elimination of waste. Lean principles can also be used to streamline processes in the human resource functions such as recruiting, hiring, training, compensating and managing performance. Find out about Lean concepts, tools and methods with which you can benchmark and assess problems, and lead continuous improvement efforts to resolve them. After taking this course you will have an expanded capacity to facilitate small groups and teams using Lean Process Improvement principles and methodologies to create change within your organization.

### **Onboarding New Employees (LERN)**

*Course #: HRST 9001\**

Ensure a smooth transition from best candidate to star employee. Onboarding is the process of socializing new employees into the organization. Onboarding of employees begins well before traditional new-hire orientation and has long reaching implications. At the conclusion of the class you will have constructed an Onboarding Program for use in your own organization.



## ➤ MANAGEMENT (Online)

### **Lean Six Sigma (LERN)**

*Course #: MGMT 9002\**

In today's world, Lean is a part of the business environment. Lean Six Sigma attacks inefficiencies, non-value added wastes caused by defects, non-value-added flow of information or materials, non-productive time, data storage, stacks of inventory, over production and extra processing. With Lean Six Sigma techniques you will have the skills to lead successfully in both service and manufacturing industries.

### **Stress Management (LERN)**

*Course #: MGMT 9003\**

Stress isn't the enemy. It is our perceptions of stress that amp our anxiety and use up all our steam. How we interpret those events can set the stage for how we feel and how we react to others. Turn stress into a stepping stone, not a stumbling block.

### **Collaborative Management (LERN)**

*Course #: MGMT 9006\**

Whether you manage or lead people, collaborative skills are essential to help harness the energy of groups and teams for maximum performance and productivity. Knowledge of collaborative skills will enable you to gain participation quickly, get input and buy-in for building consensus and plan for cooperation to get crucial projects completed. This course will help you explore the principles of collaborative management and gain insight on how to expand your collaborative skills for success of your team or organization.

## **Certificate in Non-Profit Administration (LERN)**

Non-profits today need to be run like a business in many respects. You have competition, a need to generate income and a surplus, and staff needs to be even more productive. Get the best training on revenue generation for nonprofits, and program evaluation for nonprofits, with our Certificate in NonProfit Administration. You will come away with the latest best information from instructors who train people in nonprofits.

*Revenue Generation for Non-Profits (LERN) - MGMT 9004\**

*Program Evaluation for Non-Profit Professionals (LERN) - MGMT 9005\**

## **Management Certificate (LERN)**

Enhance your management skills through this program for supervisors, managers, and emerging leaders. Nothing creates success like a solid foundation. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness. Then learn how to improve your management of time and productivity. Time is even more valuable in this century than in the last. Get tips and techniques you won't get anywhere else for managing time and increasing productivity. Finally, get the keys to manage different generations in your workplace. Discover what motivates each generation at work, what incentives they respond to, and what messages they value.

*Management Boot Camp (LERN) - MGMT 9007\**

*New Strategies for Time and Productivity Management (LERN) - MGMT 9001\**

*Managing Generations in the Workplace (LERN) - MGMT 9008\**

## ➤ BUSINESS SKILLS (Online)

### **Office Operations**

*Course #: BUSK 9021\**

Transform your customer service into something extraordinary. As a result more repeat business will improve your bottom line. Customer service separates you from your competition. Extraordinary customer service comes from focusing on the few essential elements that yield big results. Discover how easy it is to tweak your customer service from the ordinary to the extraordinary. You'll take away a customer service plan that will help you focus on the key elements that will get you started on your pathway to success.

### **Embracing Sustainability in the Workplace**

*Course #: BUSK 9022\**

It's a smart business practice and the right thing to do. Find out how to implement sustainability solutions for your workplace. Gain practical information for yourself and your employees to begin on Monday morning. Brand your organization in the world of environmental stewardship. Your instructors will detail and deliver practical approaches and applications toward implementing sustainability with guidance in planning procedures. Take back practical tips on operating your indoor environments to consider air, water, lighting, fitness, nutrition, mind and comfort. For anyone pursuing a career in a company or in government where there is an effort to build awareness and to gain a deeper understanding of the importance of environmental stewardship and overall social responsibility.



## **Introduction to 3-D Printing**

*Course #: BUSK 9023\**

3D printing has been hailed as a solution to all manufacturing problems. Obviously that is exaggerated, but what is it good for (and when is traditional manufacturing still the better choice?) In this course you will learn how to separate the real promise of the technology from the hype, and understand the workflow for a consumer-level 3D printer. You will become familiar with some typical online databases of objects available to print, and get a bit of experience with free or open-source software for all stages of the process. This class will be primarily focused to introduce you to the tools of the open 3D printer ecosystem, but the principles will apply to consumer 3D printers in general.

## **Writing News and Press Releases (LERN)**

*Course #: BUSK 9024\**

Being able to write a good news story, press release or publicity notice is a skill that can set you apart in the workplace. Getting the word out is an essential activity for every organization. Acquire the skills good journalists have and learn how to craft a news story, press release or publicity notice that will get attention.

## **Change in the Workplace (LERN)**

*Course #: BUSK 9027\**

Most people do not like change even when they know that change is inevitable and will happen with or without your consent. A recent Gallup study found that nearly 70% of the American workforce is disengaged from their jobs. They perceive changes in careers to be too difficult to accomplish or they are too old, not skilled enough and may lack the funds to change their skill set. The good news is that those who are willing to embrace change are much more likely to thrive under new conditions. Take home strategies on how to deal with changes in your work environment and even how to introduce changes to your workplace culture.



## **PREZI (LERN)**

*Course #: BUSK 9002\**

Take a journey into the world of creative presentations. Learn how to use and engage your creative side for amazing presentations. Your audience will be stimulated with what you are presenting as well as how you are presenting.

## **Graphic Design for Visual Presentations (LERN)**

*Course #: BUSK 9005\**

Make your visual presentations look professional and communicate effectively. Get the latest techniques on graphic design principles, including page layout, typography and basic design considerations. Take away more skills to create an effective and beautiful visual presentation on any presentation software program you choose.

## **Effective Copywriting (LERN)**

*Course #: BUSK 9008\**

Whether you are sending out a press release, communicating internally with a memo or promoting your own skills on LinkedIn, strong writing skills are the key to success. Come away with the tools and techniques you need to improve your copywriting skills and learn how to avoid the common writing mistakes that can hold you back.

## **Photoshop for Presentation (LERN)**

*Course #: BUSK 9011\**

Acquire the skills to navigate an extensive list of Photoshop features. You will gain both a foundational and advanced understanding of the popular software, and practice the most commonly used methods, such as managing text, working with layers, and image file properties. You will find out the purpose of each photo-editing tool and walk away with the skills to use them. You will even learn what the pros know.

## **Designing Successful Webinars (LERN)**

*Course #: BUSK 9006\**

Webinars are a hot new meeting format that save money and reach more people than in-person meetings. Use them for customer education, staff meetings and training, presentations, virtual seminars and much more. The technology is simple, but good webinar presentation techniques are critical. Discover the power of successful webinars for your business organization. Then learn the 4 key strategies to make your webinars more successful. Acquire techniques and tips that will make your webinars winners with your audiences.

## **Creative Problem Solving (LERN)**

*Course #: BUSK 9012\**

In today's business environment, employers expect employees to have a solid set of interpersonal skills. The ability to solve problems quickly and effectively is a critical interpersonal skill well worth developing. Using the problem solving model in this course will enable you to be more successful. Interpersonal and business relationships fail because of poor problem solving. Find out how to recognize problems and deal with them more appropriately. You will take home techniques relevant for any organization or group context, but can also be easily adapted to work at an individual level.

## **Female Bullying in the Workplace (LERN)**

*Course #: BUSK 9001\**

Recently we have an upsurge of individuals claiming bullying in the workplace. The phenomenon of females being bullied by other females has been discussed in recent years in the media but little has been done to combat or try to deal with the problem. Both females and males need to understand about relational aggression in the workplace. This course is designed to not only help you understand this growing issue but to also help you to not become a victim of workplace bullying.



## **Neuro-Linguistic Programming Fundamentals (LERN)**

*Course #: BUSK 9010\**

NLP is a powerful change management tool that transforms the way people think and act to have the greatest impact both professionally and personally. Find out how to manage your emotional and psychological states to eliminate fear and anxiety, replace negative behaviours with positive ones, and establish rapport in your personal and professional relationships.

## **Certificate in Accounting and Finance for Non-Financial Managers (LERN)**

Every successful person in the workplace utilizes financial information to aid effective decision making. The Certificate in Accounting and Finance for Non-Financial Managers explains the financial concepts and accounting processes used in most businesses and will provide practical techniques that will increase your effectiveness and career. First, get a foundation to understand the seven steps in the accounting cycle and use financial information in decision making. Come away with the knowledge to analyze resource allocation and evaluate financial performance. Then find out what you need to know about cash. Cash is the non-financial manager who really makes a difference in the day-to-day cash activities. Discover how to maximize cash flow, learn the importance of cash and find out your role in cash flow success. Finally, acquire advanced knowledge on the financial information that drives your organization. See how business reports are assessed and analyzed. An understanding of this information will help you make smart decisions when it comes to budgeting, setting goals, and assessing performance within your own area of influence.

*Accounting and Finance for Non-Financial Managers (LERN) - BUSK 9017\**

*Financial Analysis and Planning for Non-Financial Managers (LERN) - BUSK 9018\**

*Cash is King (LERN) - BUSK 9003\**

## Certificate in Data Analysis (LERN)

Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio, and make a big difference in the success of your organization by acquiring data analysis skills. Begin with getting a basic understanding of how to analyze data in a business setting. Then learn how many of your business decisions involve comparing groups for differences. You will know the statistics behind these group differences and relationships. Finally you will find out how to perform inquiries that will be useful to your business or organization, and have the skill necessary to communicate these results through graphs and text that your fellow employees will understand. Whether your business is home based or a large company, this certificate will take you to the next level where important decision-making is concerned.

*Introduction to Data Analysis (LERN) - BUSK 9026\**

*Intermediate Data Analysis (LERN) - BUSK 9019\**

*Advanced Data Analysis (LERN) - BUSK 9020\**



## **Certificate in Designing Webinars (LERN)**

Finally, you can acquire the best professional development in webinar design, presentations, planning, and marketing. Webinars are a popular format for delivering information. They can be very successful for your organization, IF you have good webinar presentations and good management and marketing. Discover the power of successful webinars for your business organization. Then learn the 4 key strategies to make your webinars more successful. Acquire techniques and tips that will make your webinars winners with your audiences. Then acquire the webinar planning skills involved in budgeting, pricing, and marketing webinar meetings. Take back a certificate in designing webinars that provides you with the latest and best information about presenting webinars, as well as managing and marketing them. You will be learning from two of the foremost authorities on webinars.

*Designing Successful Webinars (LERN) - BUSK 9006\**

*Managing & Marketing Webinars (LERN) - BUSK 9025\**

## **Certificate in Customer Service (LERN)**

Customer service is now essential for business and all working organizations. With the increase of technology, human interaction with customers becomes all the more important. Whether it relates to retraining customers, serving your audience, or turning inquiries from potential customers into sales, good customer service is now one of the central factors in organizational success.

*Keys to Customer Service (LERN) - BUSK 9000\**

*Extraordinary Customer Service (LERN) - BUSK 9009\**

# Marketing



## » MEDIA MARKETING (Online)

### **Video Marketing Certificate**

Video marketing is the latest hot new marketing trend. Shoppers who viewed product videos were 144% more likely to add the product to their cart. Video with good SEO has a 53% higher chance of showing up on page one of Google searches. When done correctly, video can tell a story, and stories connect people. Video also leads to an emotion “trigger” that plain text cannot do.

*Video Marketing (LERN) - MMRK 9021\**

*YouTube for Business (LERN) - MMRK 9022\**

### **Inbound Marketing Certificate**

Inbound marketing is a way to help potential customers find you through organic search. It is a process of using your website in a way that attracts visitors naturally through search engines, the blogosphere, and social media. Inbound marketing is more effective than outbound marketing, where you push sales messages to your potential customers. Inbound marketing is the future of the way we market in the 21st century. Discover how to attract customers to your site, what kind of content to share with them, how to use landing pages and forms to collect names and email address, and how to implement lead-nurturing campaigns that result in sales.

*Introduction to Inbound Marketing (LERN) - MMRK 9017\**

*Content Marketing (LERN) - MMRK 9023\**

*Advanced Inbound Marketing (LERN) - MMRK 9024\**

## Mobile Marketing Certificate

The way consumers are interacting with brands and connecting to the world is changing because of mobiles. Find out about location-based marketing, mobile payments, QR codes, applications, and mobile coupons. You will learn how mobile marketing can increase your capabilities to retain current customers and gain new ones. Then get step-by-step instructions on how non-technical users can build, deploy and market smartphone applications across Android, iPhone and Blackberry platforms. Finally, get the knowledge needed to implement a mobile marketing plan for your organization. Find out about proximity marketing, mobile marketing metrics, and developing a mobile marketing campaign.

*Introduction to Mobile Marketing (LERN) - MMRK 9025\**

*Creating Cell Phone Apps for your Business (LERN) - MMRK 9018\**

*Advanced Mobile Marketing (LERN) - MMRK 9019\**

## Digital Marketing Certificate

Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your web site traffic, doing search engine optimization, and how to successfully employ online advertising. Relevant for any type of organization, including companies, non-profits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors are experts and can provide the latest most advanced information and answer your toughest questions.

*Improving Email Promotions (LERN) - MMRK 9013\**

*Boosting Your Website Traffic (LERN) - MMRK 9014\**

*Online Advertising (LERN) - MMRK 9015\**

## Certificate in Self-Publishing for Business

A publication or book can help you expand your business in a way no form of advertising can. Whether you are with a small or large organization this practical certificate is designed to help entrepreneurs, businesses, and organizations self-publish non-fiction to promote and enhance your core business goals such as customer retention and building your brand. Get unique insights into finding your niche and developing customer oriented information that build customer relationships. Find out about self-publishing print publications and books. Then discover how to go about



creating, formatting and publishing an eBook. Finally acquire the keys to marketing your print hard copy publication, book or eBook. Most importantly, you will create a marketing plan so you can map out all your marketing steps from start to finish.

*Growing Your Business with Self-Publishing (LERN) ■ MMRK 9011\**

*Self-Publishing eBooks (LERN) ■ MMRK 9009\**

*Marketing eBooks (LERN) - MMRK 9010\**

## **Certificate in Google Tools**

Increase your online savvy and ability to position yourself and your organization for greater success. Experience the interaction and big take-aways from studying with top notch professionals. Your instructors not only work with these tools every day, but speak at national conferences and train others. Your teachers have tips you have not discovered yet. Learn about Google Analytics, Google apps for business, and Google+. Acquire new tips and techniques. Just one new tip can mean greater productivity, effectiveness and even profitability for your work.

*Google+ (LERN) - MMRK 9002\**

*Google Analytics (LERN) - MMRK 9012\**

*Google Apps for Business (LERN) - MMRK 9016\**

## **Podcasting (LERN)**

*Course #: MMRK 9020\**

Businesses are turning to podcasting to grow their brand and connect with customers. People with a niche hobby are turning podcasts into a business. Podcasting is experiencing a rebirth as mobile devices are everywhere. The intimate nature of the audio medium allows potential clients to get to know who you are and determine if you are the kind of company with which they want to do business. Learn how to take your business or hobby and turn it into a podcast. This step-by-step class will take you from start to finish and cover the required elements needed to get your show online.



## ➤ **SOCIAL MEDIA MARKETING** (Online)

### **Social Media for Business Certificate**

Get in on this exciting and growing way to communicate to the market and serve your customers and clients. For businesses, nonprofits, government, and other organizations. From Facebook to Twitter, blogging, YouTube, LinkedIn and more, discover the new principles of communication that apply across all networks and how these specific social networks work and the possible uses for your organization. Learn how social networks are used to develop a two-way communication and marketing strategy for your organization. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing. Whether you are new to social networks or already involved, you will come away both an understanding of social networks and practical, how-to techniques to integrate social networks into your organization or business. Your instructors are outstanding practitioners who also speak, write, and train others on social networks.

*Introduction to Social Media (LERN) - MMRK 9007\**

*Integrating Social Media in Your Organization (LERN) - MMRK 9000\**

*Marketing Using Social Media (LERN) - MMRK 9008\**

## Managing Social Media Platforms Certificate

Different social networks have distinct characteristics, different features, and are used to develop a two-way communication and marketing strategy for your organization. Get a skill set for working and managing different social media platforms. Then find out what you can be doing, what you should be doing, and take back a plan to integrate networks into your communication and marketing. You will get a foundation in Twitter, LinkedIn, and Facebook platforms. Come away with both an understanding of these social networks and practical, ho-to techniques to integrate social networks into your organization or business.

*Facebook for Business (LERN) - MMRK 9005\**

*Twitter (LERN) - MMRK 9004\**

*LinkedIn for Business (LERN) - MMRK 9006\**

## Instagram for Business (LERN)

*Course #: BUSK 9003\**

With over 100 million users, Instagram is a marketing gold mine. Discover ways to have your audience generate excellent content for you. Build your community while doing it. Learn how to make hashtags work for you, how to make and keep your followers happy and how a small input can cause exponential growth. We'll also explore Do's and Don'ts of Instagram to get you on the fast track to success. Make the most of Instagram and lead your business to unending exposure. An android or iOS device is needed to take full advantage of the exercises in this class.





## › COMPUTER AND TECHNOLOGY

### **Cyber Security Workshop**

*Course #: CMPT 9004\**

This workshop will provide fundamental concepts and theories, and practical skills in Computer, Network and Web Security. Participants will learn skill sets on how to prevent, detect, analyze and respond to cyber-attacks and learn how to apply them in real-life scenarios. This training requires a degree of critical thinking and will review new approaches based on technical web design incorporating third parties. This workshop is designed to help you explore practical exercises that can be applied to prevent unauthorized access to computer, databases and websites.

### **Introduction to Game Design (LERN)**

*Course #: CMPT 9002\* • Online*

Games are increasingly recognized as a tool that can serve many business purposes beyond entertainment. This course provides a general introduction to what goes into the design and development of both video and analog games, with a particular focus on the use of games outside of consumer entertainment. By completing this course, you can take the first steps into understanding game design, and how it can be applied in your field.

### **Intermediate Video Game Design (LERN)**

*Course #: CMPT 9003\* • Online*

Worldwide, video game sales including consoles, and online and mobile games are projected to reach \$111 billion dollars this year. Mobile games are the fastest-growing segment of the market as more and more people play casual games. By 2019 Price Warehouse predicts social and casual game sales will exceed traditional game sales. In this intermediate introductory course you will learn the basics of video game design process, learn about the main video game genres, and use a game development application to begin your journey of making games.

# Supply Chain Management

## **Certified in Production and Inventory Management (CPIM)**

The CPIM program is recognized worldwide as the standard in production and inventory control. An APICS certification shows a commitment to the profession that leads to a sense of accomplishment, demonstrates value to an employer, enhances earning potential and provides a path to career advancement. The APICS CPIM program is divided into five process-oriented courses to provide participants with the best possible educational assessment and knowledge base.

*Basics of Supply Chain Management - SMGT 9000\**

*Master Planning of Resources - SMGT 9001\**

*Detailed Scheduling & Planning - SMGT 9002\**

*Execution and Control of Operations - Coming soon*

*Strategic Management of Resources - Coming soon*

## **Certified Supply Chain Professional (CSCP)**

*Course #: SMGT 9003\**

CSCP is an intensive 14 week world class recognized program. The APICS CSCP program helps you demonstrate your knowledge and organizational skills for developing more streamlined operations. Since its launch in 2006, more than 16,000 professionals in 79 countries have earned the APICS CSCP designation. To help prepare you for the CSCP exam, APICS has developed the CSCP Learning System. Based on the CSCP body of knowledge, the learning system is a comprehensive professional development and exam preparation program. It combines print materials with interactive online tools to deliver a customized learning experience.





# Health

## ➤ NURSING

### **Competency Assessment and Enhancement for Nurses (CAEN)**

*Course #: PNCA 1000\**

The Competency Assessment and Enhancement for Nurses (CAEN) is an individualized assessment for nursing knowledge and skills.

### **Pharmacology**

*Course #: PNUR 1100\**

This course provides an opportunity to review Canadian Pharmacology. This course is 50 hours of self-paced online learning. See website for textbook(s) required.

### **Nursing in Canada**

*Course #: PNUR 1101\**

Review of terminology, expectations and practices commonly found in the Canadian Healthcare workplace. This course is tutor lead, self-paced and 35 hours of online learning. See website for textbook(s) required.

### **Health and Physical Assessment**

*Course #: PNUR 1109\**

Develop proficiency in conducting a health history and physical assessment in a simulated environment.

## **Psychomotor Skills Review**

*Course #: PNUR 1111\**

Develop competencies in psychomotor skills necessary to provide safe patient care.

## **Medical Surgical Review**

*Course #: PNUR 1112\**

Enhance and acquire new nursing knowledge in preparation for practice. This course is tutor lead, self-paced and 150 hours of online learning. See website for textbook(s) required.

## **Professional Communication**

*Course #: PNUR 1120\**

This course includes therapeutic communication, conflict resolution, patient teaching strategies, and the concepts of critical thinking and clinical decision making.

## **Consolidated Clinical Course**

*Course #: PNUR 1130\**

Demonstrate nursing knowledge, skills and abilities under the guidance of an RN in a health care practice setting. Applicants must have either completed a CAEN or have their results following the Substantially Equivalent Competency Assessment (SEC). Results of CAEN/SEC have to be current in the last two years.

## **Canadian Registered Nurse Exam Preparation**

*Course #: PNUR 1199\**

Learners prepare for the Canadian Registered Nurse Exam (NCLEX) through online and face-to-face workshops.





## **FIT Testing**

*Course #: PNUR 9001\**

Health care students are required as per the Health Authorities to have a current N95 fit-test record prior to entering clinical settings. N95 respirators are designed to provide at least 95% filtration efficiency against solid and liquid aerosols (of the .3 micron size) that do not contain oil.

Fit Testing is required to ensure that the N95 is providing you the respiratory protection it is designed to provide.

Students must undergo fit-testing annually as per WorkSafe BC, Canadian Standards Association, and manufacturer's recommendation. Students must be in possession of their fit-test record card at all times while in the clinical area. Students will undergo fit-testing conducted by a trained fit-tester using approved fit-testing equipment.

## **Pre-Clinical Course (NVCi Certification)**

*Course #: PNUR 9003\**

Designed to prepare students in baccalaureate nursing programs to work in a variety of potential aggressive clinical settings.

## **Financing a Cannabis Enterprise in Canada**

*Course #: MEDM 9003\**

This course will take a multifaceted approach in exploring multiple sources of capital and stakeholders in relation to financing medical marijuana projects. Students will obtain a high level understanding of day to day operations and long-term capital management. Top 3 business plans from every cohort will be presented to investors and other industry professionals.



# General Interest



## **Prevention and Recovery: Eating Disorders and Disordered Eating (Online)**

The foundation of this course is the application of eating disorder/disorder eating concepts to the workplace. The quality of care provided to clients struggling with this devastating illness, will improve as cohorts of learners form communities of practice to transfer and share their new professional competencies.

This Health Science, Continuing Education course is a self-paced, on-line distance education that is instructor-supported, for professionals who wish to enhance their knowledge about caring for clients struggling with eating disorders/disordered eating. Internet access, Microsoft Word software, and reasonable keyboarding skills are required.

*Understanding Eating Disorders - HLTH 9003\**

*Treatment of Eating Disorders - HLTH 9004\**

## **Cannabis Professional Series (Online)**

This course is designed to provide an overview of the successes and continual challenges within the rapidly expanding medical marijuana market. The 16-week course is delivered online, making it open to anyone, anytime. Learn from professionals with experience in the industry including horticulturalists, lawyers and marketing specialists.

### **Part One**

*Plant Production & Facility  
Management - MEDM 9001\**

### **Part Two**

*Marketing, Sales & Drug  
Development - MEDM 9002\**

## **Commercial Beekeeping**

This full-time 11 month Commercial Beekeeping program aims to address the significant shortage of beekeepers in British Columbia. It is designed to prepare a student to start and manage a beekeeping operation of up to 300 colonies, which could provide sufficient income to support a family. The training is a blend of classroom sessions, hands-on training and co-operative work experience with large-scale beekeepers in Western Canada. The paid, full-time practicum placements may be outside of BC and include Alberta or Saskatchewan. Un-paid volunteer/part-time practicums will be with KPU's 300 colonies in the Lower Mainland.



# Trades

## **Water and Wasterwater**

Water and wastewater operators serve their communities by protecting public health and the natural environment through the responsible treatment of drinking water and wastewater. Due to the need for clean water positions in the water/wastewater industry will always be in high demand. People who like to work with their hands and have an interest in biology, chemistry, and mathematics are well suited for this profession. Opportunities can be found throughout the Country in Cities, Municipalities, both small and large, as well as with various operating authorities across Western Canada & the Yukon. For a full listing visit us at [kpu.ca/cps/wastewater](http://kpu.ca/cps/wastewater).

## **Blacksmithing fundamentals & intermediate**

*Course #: TRAD 9015/9016\**

Learn the fundamentals of hot forging steel. In this introductory course students will discover how steel becomes plastic with the application of heat and how the form of steel bar can be changed using heat and hammer. By the end of this course each student will know how to produce simple forged items commonly found in the house or garden. The farrier shop, at KPU Tech, has individual forging stations with adjustable anvil stands to suit any student.



## **Kwantlen Polytechnic University**

12666 72 Avenue  
Surrey, BC V3W 2M8

[kpu.ca/cps](http://kpu.ca/cps)  
[cps@kpu.ca](mailto:cps@kpu.ca)  
604.599.2020

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### **Continuing and Professional Studies**

[kpu.ca/cps](http://kpu.ca/cps)

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