

The CTS program centers on five clusters and more than 1000 1-credit courses in 28 occupational areas.

A cluster is a group of CTS courses that represent occupations with broad industry commonalities. Clusters in CTS are aligned with the National Occupational Classification (NOC) and function as an organizing tool for the CTS program:

BIT: Business, Administration, Finance & Information Technology

HRH: Health, Recreation & Human Services

MDC: Media, Design & Communication Arts

NAT: Natural Resources

TMT: Trades, Manufacturing & Transportation

A pathway is a selection of courses to give students the opportunity to explore and acquire the attitudes, skills and knowledge for a career that is relevant to their interests. Pathways support goals that may include university, college, apprentice training or moving directly into the workforce. Teacher and students can select and combine CTS courses to create pathways for exploration, specialization and credentialing.

Credentialed Pathways are a series of specific courses selected to provide opportunities for student to achieve a credential or credit awarded by a recognized community or industry organization or post-secondary institution; e.g. Welder, A+ Certification Computer Repair Technician, Microsoft Office Specialist. **Note: All credential/journey person opportunities are external to Alberta Education, and it is the responsibility of the student/teacher/school to ensure that the requirements of the credentialing organization have been addressed.**

Specialized skill pathways are a collection of courses selected to address student interests in a field of study; e.g. Event Planner, Outdoor Guide, Court Clerk.

Each CTS course at the introductory, intermediate or advanced level represents approximately 25 hours of instruction. Some courses require one or more prerequisites which are essential for maintaining safety standards, appropriate instructional sequencing and articulation with post-secondary programs.

CTS courses are instructional units defined by general and specific learning outcomes to develop attitude, skills, knowledge and values supported through practical application and experience.

Courses are organized into three levels of achievement. Levels of achievement are not indicators of grade levels. Students progressing through the levels will be expected to meet higher standards and demonstrate an increasing degree of competence in both the general and specific outcomes.

More information on CTS can be found at

<http://education.alberta.ca/teachers/programs/cts/program-of-studies.aspx>

## **BUSINESS & INFORMATION TECHNOLOGY**

The BIT cluster focuses on the management, marketing and use of electronic technologies to access, use and manipulate information within personal, family, workplace, community and global contexts. This cluster challenges students to expand their confidence, experience and skills as innovators and leaders.

IT is more than typing. IT is using programming software to generate computer animations, games and java applets that can be used on a website. IT is creating websites. IT is using design software to create game boards, can labels and boxes. IT is using graphic software to manipulate photos and drawing maps and house blueprints. IT is taking computers apart, putting them back together, making them better and networking them. IT is so much more than just typing, but the typing software is fun too – it has games!

### **IT ESSENTIALS**

All grade 10 students should register for this course. It is the expectation in all core subjects that students complete a variety of assignments using the computer. By taking this IT course, students gain the appropriate skills to successfully meet the requirements of that work in English, social, science and math. This is extremely beneficial for post-secondary studies as well.

### **COMPUTER SCIENCE**

Students explore hardware, software and processes to write or create structured algorithms and programs that input, process and output data. They will also explore a variety of programming languages including Scratch, C++ and Java.

### **ELECTRONIC DESIGN**

Students discover and develop skills to relay a message effectively using print. Students who do this course will create designs to print on water bottles, mugs, t-shirts and other items, using the heat press.

### **BUSINESS ADMINISTRATION**

Students get a head start in their courses for post-secondary schools like NAIT, MacEwan and the U of A, by completing work using Microsoft Office, including word processing, spreadsheet and database. Skills acquired here are the identical skills students acquire in their first year post-secondary courses, thus making their first year much easier. Some schools allow students to challenge their first year courses also.

### **DESIGN STUDIES**

Students learn about the creative process from conception through to development in architecture, industrial design, engineering, interior design and landscaping. They develop an understanding of design problems through research and select, generate and evaluate possible solutions. They develop basic knowledge and skills in computer-aided design (CAD). Finally, students develop skills and techniques for 3-D design by using tools, materials and processes common to 3-D design to complete a variety of project activities.

### **A+ CERTIFICATION PREP**

Cisco Academy's PC Hardware and Software v4.1 course is intended for students in upper secondary schools, technical school, community college, or four-year institutions who want to pursue careers in IT and gain working knowledge of how computers work, how to assemble computers, and how to troubleshoot hardware and software issues. When taken in high school, students receive dual credit – both from Alberta Education and from Cisco Academy. When finished, students can also write two external exams to obtain their A+ Certification, which is an internationally-recognized certificate.

### **21<sup>ST</sup> CENTURY BUSINESS BASICS**

Need some extra cash while going to school or to pay for post-secondary? Planning on starting your own business and being your own boss after graduating? This course will provide some the essential skills needed to get started in today's competitive marketplace. Students will identify, compare and assess a variety of venture opportunities and ideas. They will investigate the concept of e-commerce as a marketing strategy and design an e-commerce Web site to sell products and/or services. Lastly, students are introduced to accounting and terminology unique to financial accounting. They become familiar with financial statements, generally accepted accounting principles (GAAP) and how to prepare for the process of starting up a business.

# POSSIBLE INFORMATION TECHNOLOGY PATHWAYS

## Essential Skills

INF1030: Word Processing 1  
INF1060: Spreadsheet 1  
INF1910: INF Project A - Keyboarding

## Computer Science Basic – *Using Scratch*

CSE1010: Computer Science 1  
CSE1110: Structured Programming 1  
CSE1910: Computer Science Project A

## Computer Science Intermediate – *Using C++*

CSE1120: Structured Programming 2  
CSE2110: Procedural Programming 1  
CSE2910: Computer Science Project B

## Computer Science Advanced A – *Using Java*

CSE2140: Second Programming Language 1  
CSE3120: Object Oriented Programming 1  
CSE3130: Object Oriented Programming 2

## Computer Science Advanced B – *Using Java*

CSE2120: Data Structures 1  
CSE2130: File & Files Structures 1  
CSE3140: Second Programming Language 2

## Basic Business Skills

INF1050: Database 1  
INF1070: Digital Presentation  
INF2080: Spreadsheet 2

## Intermediate Business Skills

INF2050: Word Processing 2  
INF2910: INF Project B  
INF2090: Correspondence  
*or*  
INF2100: Reports

## Advanced Business Skills

INF2070: Database 2  
INF3060: Word Processing 3  
INF3095: Productivity Software Integration

any pathway can include INF2020: Keyboarding

## Electronic Design Basic

COM1005: Visual Communication  
COM1035: Graphics Tools  
COM1910: COM Project A

## Electronic Design Intermediate

COM2035: Rastor Graphics 1  
COM2045: Vector Graphics 1  
COM2910: COM Project B

## Electronic Design Advanced

COM3035: Rastor Graphics 2  
COM3045: Vector Graphics 2  
COM 3910: COM Project D

## Electronic Publishing

COM1025: Typography  
COM2025: Electronic Layout & Publishing 1  
COM3025: Electronic Layout & Publishing 2

## Web Page Design

COM1055: Web Design 1  
COM2055: Web Design 2  
COM3075: Cascading Style Sheets  
COM3055: Rich Media – Basics  
COM2175: Interactive Presentation

## Design Studies

DES1020: The Design Process  
DES1030: 2-D Design 1  
DES1040: 3-D Design 1

## Computer Repair (A+ Prep using Cisco course)

### *First semester only*

NET2020: Workstation Technology & Operations  
NET2030: Network Structures  
NET2040: Network Media & Devices  
NET2080: Laptops & Peripherals  
NET3100: Network Media & Devices, Security  
ENT1010: Opportunity & Challenge

## 21<sup>st</sup> Century Business Basics

ENT1010: Challenge & Opportunity  
FIN1015: Accounting Prep  
MAM1040: E-Commerce 1





## **Cosmetology**

This course provides students with opportunities to learn techniques in hairstyling and aesthetics that meet industry standards, using appropriate materials and equipment. Students will identify trends in the hairstyling and aesthetics industry; describe scientific and physical processes used in beauty services; learn to respect environmental, health, and safety laws; and explore career opportunities.

### **Grading:**

Weights may vary for individual modules, but the following is the general formula:

**Theory** **5%**

This includes all assigned homework, quizzes, worksheets, assignments, etc.

**Text:** *Salon Fundamental Pivot Point, Inc 2009*

*Salon Fundamentals study guide*

*Salon Fundamentals exam review*

[www.mygradebook.com](http://www.mygradebook.com)

[www.myhairdresser.com](http://www.myhairdresser.com)

Resource DVDs, and web pages

**Final Module Exam 15%**

A final exam must be completed, and a mark of 70% achieved before the module can be completed. If a mark of 70% is not achieved extra assignments must be completed, to a level of 70% or higher.

**Intermediate & Advanced Students** – you are welcome to challenge the module exam, but if a mark of 80% or higher is not achieved, you will complete the Milady's Theory booklet on your own time before being allowed to retake the module exam.

**Practical Work 60%**

This work is only to be completed after a demonstration of the skill. Work may be completed on mannequins, students with permission, or paying clients. Due to the complexity of working with clientele, a marking schedule has been created:

**Mannequin work**

- Start your design on a freshly washed mannequin
- create the style
- present it to Mrs. Sagbo
- critique the style
- receive a mark. This is marked on a scale of 0-8 with the max. mark being 8/10
- record your mark on your calendar
- wash and store the mannequin
- complete station clean up.

### **Customer work**

- This work is done on the clientele that Cosmetology has created. It may be a student within the school, or someone from our clientele base.
- This work includes proper consultation
- recording of decisions made on the client card
- draping and shampooing of the client's hair.
- Before beginning the service, offer your client our complimentary coffee or tea, and arrange for it to be made, and delivered.
- Completion of a finished style
- presentation to Mrs. Sagbo
- Critique
- accompany your client to the reception area
- present the display case
- receive payment. You will collect money, and write out a receipt, and turn money into Mrs. Sagbo.
- receive a mark. This is marked on a scale of 0-10 with the max. mark being 10/10
- record your mark on your calendar
- complete station clean up, including dishes from the complimentary beverage.

### **Clientele work 10%**

This work is done on the clientele that you are creating. It may be a student within the school, a relative, or someone from our community that you have made contact with, and have encouraged to make an appointment. This work includes all of the same steps that customer work entails. You will also be rewarded with a 10% finders fee, that can be used for purchasing products through Cosmetology.

### **Hireability**

**10%**

According to industry standards, would you get a job?

### **Workstation Routines**

All safety and sanitary procedures must be adhered to at all times. Having a spotless salon is a priority for comfort and good business, and it will remain a priority for each one of us.

### **Binders/Folders**

You are required to have a binder for Cosmetology. This binder needs to be kept updated, and will contain all class work, and record keeping. We will use this binder during class time. Marks will be deducted for incomplete, or disorganized binders.

### **Attendance**

Each module has a time requirement, so, you are required to attend all classes, and if a class is missed, it is your responsibility to make up. If you are unable to attend class, you must inform me beforehand.

## **Student Expectations**

### **Class days**

- be in class, prepared to work when the bell rings
- be attentive, take notes during all lectures, demos, dvds, etc. during class
- complete all assignments, quizzes, homework etc. to the best of your ability
- be involved in classroom discussions, be a good listener, observer & contributor.

### **Lab Days**

You are expected to:

- be in a lab jacket and prepared to work at the beginning of class.
- complete all client related paper work.
- complete practical work
- maintain professionalism by:

- Establishing good communication with fellow students, and clients.
- Treating everyone as you would want to be treated
- Following the Good Samaritan Law
- Sanitation/First Aid
  - Administer first aid for cuts and chemical reaction
  - Follow cleaning and sanitation procedures by:
    - cleaning facility and stations
    - laundering towels, smocks, and capes
    - using barbicide on all tools
    - mastering universal precautions and proper hand washing
    - exhibiting protective clothing and devices to promote safety
  - Take care of personal hygiene and dress code
- Involve your parents, relatives, friends & acquaintances in cosmetology

## **Cosmetology Courtesies**

1. The lab often functions with students working at different levels. This allows you some freedom to work at your own pace and learn from each other. With this freedom comes the responsibility of not interfering with others, taking them away from their learning. A calendar will be kept by you, and updated each day.
2. You will select the station that you choose to work at, and you will take pride in maintaining that station as you may not be the only one working there. It must be left in very clean condition at the end of every day. Mirrors are to be cleaned, the chair is to be pumped down with the hydraulic lift facing outward, the base of the chair is to be washed, the chair and station is to be wiped down, electrical cords wrapped up, brushes and combs returned to their appropriate places, and roller trays need to be tidy.
3. You are not to work while seated in the lab chairs. Lab chairs are reserved for paying clients
4. Customer service clients are to be marked before leaving the lab. Please inform me when you are finished their service and I will mark your work than give you the go ahead to finish up with your client service procedures (payment, product recommendations, re-booking, etc).
5. Mannequin work will be marked upon completion, but the mark will NOT be recorded until it is brushed out, washed out & ready for the next student.
6. Mutual respect will be practiced at all times. Please do not borrow without asking first. Once you borrow something it is your responsibility until it is returned to me.
7. If you use it, put it away and if you mess it up, clean it up.
8. No food or drinks at the stations at any time.
9. This is a practical course. Attendance is compulsory. Any missed practical assignments may be completed over the noon hour, or after school when the lab is open.
10. If you are absent on a client service day please call me by 9:00 am. Calling the office does not bring our attention to your absence....you must call the classroom.

11. Friends and family are welcome and encouraged as clients on customer service days; however, students will be required to get written permission from their teacher prior to all appointments.
12. Cosmetology students are permitted to purchase supplies from the lab at a discount price, as well, all services are offered to you at a discount price.

### **Safety & Sanitation Rules**

1. Wear a lab coat when working with a client
2. Use only sterilized implements on a client
3. Wash hands before & after each patron
4. Learn to recognize contagious conditions, & report them professionally to your instructor.
5. Use clean towels on all clients
6. All clients must have their hair washed.
7. Wipe up all spills IMMEDIATELY.
8. Keep all electrical cords out of traffic lanes
9. Let all curling irons cool before storing.
10. Examine your equipment. If it looks suspicious report to your instructor immediately
11. Always clean the lint collector before proceeding with laundry
12. Check with client for allergies.
13. READ ALL INSTRUCTIONS, ALWAYS

### **Fire Drill & Lock Downs**

Follow the instruction of your teacher carefully. Close all windows & doors, Turn out lights. Keep calm.

### **Contract**

A successful learning experience, a successful client's visit, & this program requires that everyone involved in Cosmetology accepts the terms & responsibilities as outlined within this manual. Goals must be defined & understood in order to be achieved. Successful attainment of goals depends on the commitment of members involved. In order to demonstrate that commitment, all Cosmetology students & their parents are requested to sign the BCHS Cosmetology Agreement.

## List of Modules

These modules have been organized into suggested completion, but may vary depending on demand.

### Intro Modules

COS1010 Personal & Pro Practices  
COS1020 Long Hair Design 1  
HSA3400 Hair & Scalp Care 1  
HSA3430 Hairstyling 1

### Intermediate Modules

COS2000 Salon Design  
COS2210 CS & Sales 1  
COS2010 Long Hair Design 2  
HSA3410 Hair & Scalp Care 2  
HSA3440 Hairstyling 2

HSA3450 Haircutting 1  
HSA3520 Chemical Texturizing 1  
HSA3570 Hair Coloring 1  
EST1020 Skin Care Practices  
HSA3530 Chem Texture 2-Cold  
HSA3580 Hair Coloring 2-Oxidative  
EST3040 Hair Removal  
EST2050 Make-up  
HSA3590 Hair Colour 4 -  
Decolorization

### Advanced Modules

HSA3420 Hair & Scalp Care 3  
HSA3460 Haircut 3-Adv Techniques  
HSA3630 Historical Cosmetology  
COS3000 Science of Cosmetology  
COS3010 Pro Relationships  
COS3020 Long Hair Design 3  
COS3280 Client Sales & Services 2

HSA3540 Chem Texture 3-Heat  
HSA3550 Chem Texture 4 - Design  
HSA3560 Hair Texturizing  
HSA3600 Colour 6 Colour Correct  
HSA3620 Hair Goods & Extensions  
HSA3640 Creative Cosmetology  
HSA3650 Competition Cosmo

HSA3425 Hair & Scalp Care 4 - CS  
HSA3445 Hairstyling 3 - CS  
HSA3455 Haircutting 2-CS  
HSA3465 Haircut 4-Adv Tech CS  
HSA3470 Haircutting 5-Creative  
HSA3475 Haircutting 6-Creative CS  
HSA3485 H/C 7-Current Trend CS  
HSA3495 Haircutting 8 – Male CS  
HSA3505 Hair Care & Cutting 1-CS

HSA3515 Hair Care & Cutting 2-CS  
HSA3555 Chemical Texture 5–CS  
HSA3565 Hair Texturizing–CS  
HSA3585 Hair Colour 3–CS  
HSA3595 Colour 5–Decolourize CS  
HSA3605 Hair Colour 7–Adv CS 1  
HSA3615 Hair Colour 8–Adv CS 2  
HSA3625 Hair Goods & Extend CS  
EST2055 Make-up CS

## B.C.H.S.

Name: \_\_\_\_\_

Mark ✓	Course Number	Course Name
	COS1010	Personal & Professional Practices
	COS1020	▪Long Hair Design 1
	COS2010	▪Long Hair Design 2
	HSA3400	▪Hair & Scalp Care 1
	HSA3410	▪Hair & Scalp Care 2
	HSA3420	▪Hair & Scalp Care 3
	HSA3425	▪Hair & Scalp Care 4 - CS
	HSA3430	▪Hair Styling 1
	HSA3440	▪Hair Styling 2
	HSA3445	▪Hair Styling 3 - Client Services
	HSA3450	▪Haircutting 1
	HSA3455	▪Haircutting 2 - Client Services
	HSA3460	▪Haircutting 3 - Adv Techniques
	HSA3465	▪Haircutting 4 - AdvTechniques CS
	HSA3470	▪Haircutting 5 - Creative Services
	HSA3475	▪Haircutting 6 - Creative CS
	HSA3485	▪Haircutting 7- Current Trends CS
	HSA3495	▪Haircutting 8 - Male Form - CS
	HSA3505	▪Hair Care & Cutting 1 - CS
	HSA3515	▪Hair Care & Cutting 2 - CS
	HSA3520	▪Chemical Texturizing 1
	HSA3570	▪Haircolouring 1
	HSA3580	▪Haircolouring 2 - Oxidative
	HSA3630	▪Historical Cosmetology
	EST3040	Hair Removal

## Cosmetology

Mark ✓	Course Number	Course Name
	COS2000	Salon Design
	COS2210	Client Services & Sales 1
	COS3000	The Science of Cosmetology
	COS3010	Professional Relationships
	COS3020	▪Long Hair Design 3
	COS3280	▪Client Sales & Services 2
	HSA3530	▪Chemical Texturizing 2 - Cold Waving
	HSA3540	▪Chemical Texturizing 3 - Heat Assisted
	HSA3550	▪Chemical Texturizing 4 - Designer
	HSA3555	▪Chemical Texturizing 5 - CS
	HSA3560	▪Hair Texturizing
	HSA3565	▪Hair Texturizing - Client Services
	HSA3585	▪Haircolouring 3 - Client Services
	HSA3590	▪Haircolouring 4 – Decolourization
	HSA3595	▪Haircolouring 5 - Decolourization - CS
	HSA3600	▪Haircolouring 6 - Colour Correction
	HSA3605	▪Haircolouring 7 - Advanced CS 1
	HSA3615	▪Haircolouring 8 - Advanced CS 2
	HSA3620	▪Hair Goods & Extensions
	HSA3625	▪Hair Goods & Extensions - CS
	HSA3640	▪Creative Cosmetology
	HSA3650	▪Competition Cosmetology
	EST1020	Skin Care Practices
	EST2050	Make-Up
	EST2055	Make-Up – Client Services

These modules are not recognized as apprenticeship modules, but may be taken in order to experience other areas of Cosmetology.

	EST1070	▪Manicuring I
	EST 1140	Theatrical Make up 1
	EST 2070	Manicuring II
	EST 2090	▪Nail Art
	EST 3060	▪Facial & Body Adornment
	EST3070	Pedicuring

	EST 1910	▪Project A
	EST 2910	▪Project B
	EST 2920	▪Project C
	EST2925	Intermediate Practicum
	EST3910	Project D
	EST3920	Project E

# FOODS 10/20/30

Mrs. Mayen

Food is one of our most basic personal needs. In addition, food plays a major role in our family, community and careers. In a constantly changing society, our food needs will be met in increasingly varied ways.

## Course Objectives:

Students will:

- develop an interest in a broad base of food in such a way that they are motivated to continue practicing and learning about food.
- develop an awareness of the nutritional importance of food and then need for wellness.
- develop basic knowledge, skills and attitudes in the preparation of food.
- practice safe and sanitary food handling.
- foster an understanding of the multicultural richness of varied social customs.
- develop management skills.



“The sauce has tomatoes and onions.  
The crust is basically a big crouton.  
Technically, pizza is a salad!”

## FOODS 10 – Introductory Foods

### FOD1010: FOOD BASICS

An introductory look at nutrition, food choices, preparation skills, recipes, equipment and safe food handling.

### FOD1020: CONTEMPORARY BAKING

Delicious cookies, cakes, muffins and desserts begin with an understanding of the ingredients from which they are made.

### FOD1030: SNACKS & APPETIZERS

Students apply the importance of snacks and appetizers related to lifestyle, by making nutritious, as well as delicious, snacks and appetizers.

### FOD1050: FAST & CONVENIENCE FOODS

Students consider budget, time, quality of food and food alternatives by making wise choices in the buying, using and preparing of fast foods and convenience foods.

### FOD1070: FARM TO TABLE

Students explore the basic steps involved in planting, growing and harvesting a plant commodity or in raising, growing and finishing an animal commodity in Alberta, and identify how the finished product is incorporated into a recipe.

### FOD1040: MEAL PLANNING 1

Students develop an understanding of planning, preparation and evaluation of balanced healthy meals.

## Foods 20/30 – Advanced Foods



"IT'S WHEAT-FREE, DAIRY-FREE, FAT-FREE, NUT-FREE, SUGAR-FREE AND SALT-FREE...ENJOY!"

Prerequisite – 5 credits earned in Foods 10, including FOD1010 & FOD1020. Students in advanced foods typically take the following courses:

### **FOD 2100/2110/3080: BASIC MEAT COOKERY/ADVANCED MEAT/FISH & POULTRY**

- Students learn the nutritional value of meat, fish or poultry and differentiate among the various cuts of meat, fish or poultry. Students apply this knowledge to the safe handling, storage, preparation and presentation of meat dishes.
- Students develop further awareness of the different types of meats, fish or poultry available and of cookery through the preparation of a variety of meat, fish or poultry dishes.

### **FOD 2070/3050: SOUPS & SAUCES/ADVANCED SOUPS & SAUCES**

- Students combine stocks with various thickening agents to produce hearty soups and sauces.
- Students learn the techniques and ingredients of classic cuisine through the preparation of traditional soups and sauces and by adapting them for the trend toward lighter eating and nouveau cuisine.

### **FOD 2050/3040: BREAD PRODUCTS/YEAST PRODUCTS or FOD2040/3030:CAKE & PASTRY/ CREATIVE BAKING**

- Students describe the role of ingredients and use specialized skills in working with bread products, & further their skills in the handling of yeast dough through the preparation of a variety of yeast products.
- Students expand their knowledge and skills in the production of a variety of cake and pastry products, & selecting and baking specialty cakes, pastries, a major baked product.

### **FOD 2170/3160: INTERNATIONAL CUISINE/REGIONAL CUISINE**

- Students discover other cultures by exploring their cuisine, and develop a variety of techniques for international cooking and use of specialized tools.
- Students explore, in depth, the cuisine of a region in order to appreciate the richness of its history and culture. They discover its foods, learn about food customs, experience traditional cooking methods, and adapt local produce to create regional

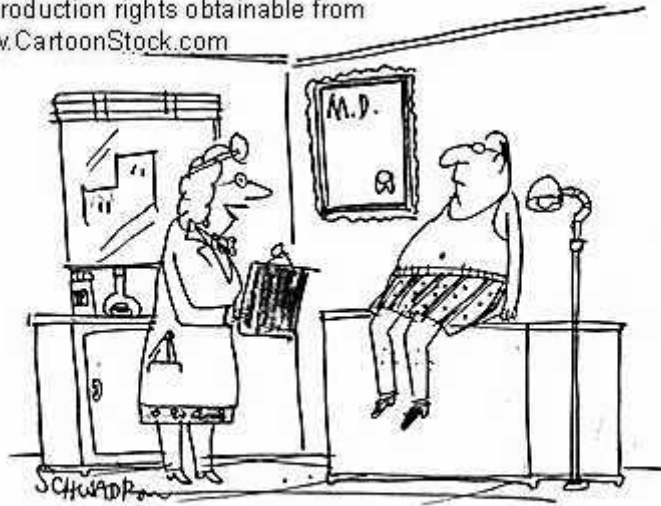
Additional Foods Courses chosen will depend on the semester and the interests of the students.

<b>FOD 1060:</b>	<b>CANADIAN HERITAGE FOODS</b>
<b>FOD 1080:</b>	<b>FOOD &amp; NUTRITION BASICS</b>
<b>FOD 2030:</b>	<b>FOOD DECISIONS &amp; HEALTH</b>
<b>FOD 2060:</b>	<b>MILK PRODUCTS &amp; EGGS</b>



- FOD 2090: CREATIVE COLD FOODS**
- FOD2120: MEAL PLANNING 2**
- FOD2130: VEGETARIAN CUISINE**
- FOD 2140: RUSH HOUR COOKING**
- FOD 2150: FOOD SAFETY & SANITATION**
- FOD 2160: FOOD VENTURE**
- FOD 2180: VEGETABLES & FRUITS**
- FOD 2190: GRAINS, LEGUMES, NUTS & SEEDS**
- FOD 3010: FOOD FOR LIFE STAGES**
- FOD 3020: NUTRITION & DIGESTION**
- FOD 3060: FOOD PRESENTATION**
- FOD 3070: SHORT-ORDER COOKING**
- FOD 3090: BUTCHER SHOP (may be semester 2)**
- FOD 3100: ENTERTAINING WITH FOOD**
- FOD 3110: FOOD PROCESSING**
- FOD 3120: FOOD EVOLUTION/INNOVATION**
- FOD 3130: THE FOOD ENTREPRENEUR**

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"I'M PUTTING YOU ON A 'WHATEVER TASTES GOOD, DON'T EAT IT' DIET."

If you have any questions feel free to contact me at the school

780-674-8522  
 Jessica.Mayen@pembinahills.ca

# Sports Fitness 10/20/30

**Course description:** This exciting co-ed context is intended to provide learning opportunities for students with a passion for athletics, wellness and sports. You may wish to improve performance, challenge yourself physically and/or potentially pursue a career in the athletic field. This will be completed through a combination of theoretical and practical outcomes.

Themes will include elements such as nutrition, goal setting and mental training, all of which will center on sport and the application of sport into life both inside and outside of the school. This material will review topics and issues not traditionally present in the regular physical education program.

Students in this course will improve upon their balance, coordination, speed, flexibility, strength, agility and power. We focus on different training principles while applying them to our workouts during class time. The training principles that we apply are functional movements, core strength, resistance training, stretching, olympic lifting and plyometrics.

The course will be based on a five day schedule where we spend one day a week working on the theory and module work and up to four days a week of practical work in a fitness environment.

## Modules of Study

## 6 Credits

### **Sports Fitness 10**

HSS1010: Health Services Foundations	1
REC1040: Foundations for Training 1	1
HCS1050: Musculoskeletal System	1
HCS1080: Cardiovascular System	1
CCS1020: Back Care Basics	1
HSS1020: Nutrition and Wellness	1

### **Sports Fitness 20**

REC1050: Sport Psychology 1	1
REC2040: Foundations for Training 2	1
REC2050: Sport Psychology 2	1
REC2010: Nutrition for Rec. Activities & Sport	1
CCS1030: Caring for Body Systems 1	1
CCS2030: Caring for Body Systems 2	1

### **Sports Fitness 30**

REC2060: Leadership in Recreation & Sport	1
REC3010: Human Movement	1
REC3040: Training & Conditioning	1
REC3050: Sport Psychology 3	1
REC3080: Resistance Training Leadership	1
REC3140: Sport & Society	1

# PHOTOGRAPHY



**From how to take  
great pictures  
to working with all  
of the  
professional gear!**

# GRAPHIC DESIGN



**Learn the tricks  
to making great  
posters, CD covers  
& whatever you want  
using  
Photoshop!**

# COM TECH

**choose what you like from...**

# ANIMATION



**Interested in  
making video games?  
How about 3-D  
animations like Pixar?**

# VIDEO PRODUCTION



**Video Production**

**Make great  
Youtube videos &  
learn how to shoot  
as a crew!**

# COM TECH

(COMMUNICATION TECHNOLOGY)

## Courses for Grades 10-12

- Com Tech-Intro
- Com Tech-Intermediate & Advanced
- Com Tech-Intermediate Animation
- Com Tech-Portrait Photography (by invitation only)

*Students who have completed both Photography and Video in Junior High are now at an Intermediate Level.*

Within each Com Tech course you can pick from **4** different areas:

•**Digital  
Photography**

•**VIDEO  
PRODUCTION**  
(making movies)

•**ANIMATION**  
(2D and 3D )

•**Graphic Design**  
(Making CD covers,  
posters etc...)

**Intro Students** start off with three modules to learn the basics of:

•Photography

•Video

•Visual Composition

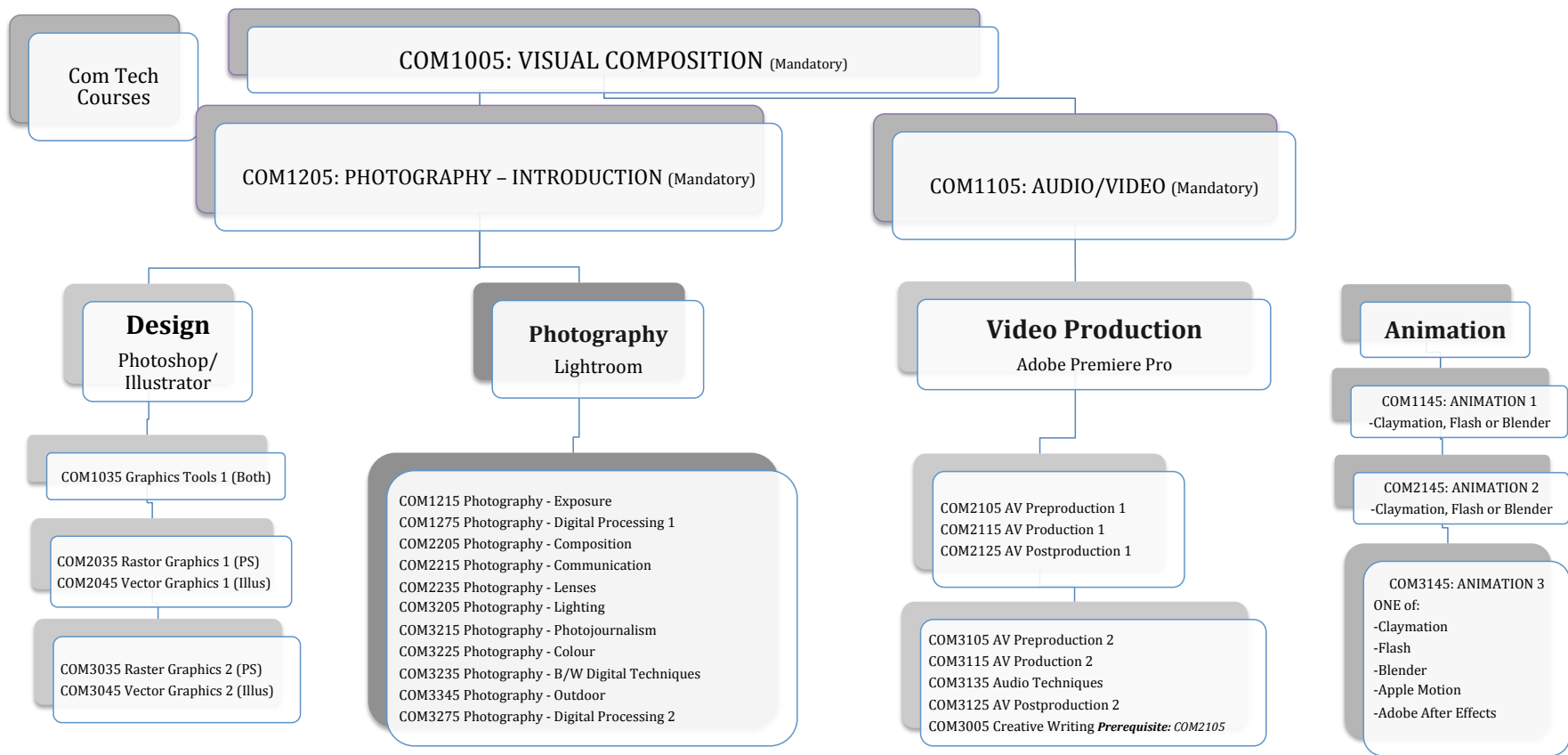
Once they are done these 3 intro modules, students can pick from modules in any of the above four areas (& are then considered intermediate students.)

**Intermediate & Advanced students can  
pick any module they want.**

### **Portrait Photography Class (Grad photos)**

- If a student is mature, dependable, & excels in Photography, they can be invited to take the Portrait Photography program.
- Students are taught how to set up a professional portrait studio and do a full photo shoot. The class then goes on to do the grad photos.
- Funds from the sales go toward maintenance of the studio & bringing the class to Vancouver or New York to take courses from some of the best photographers in North America.

**Note:** Com Tech Intermediate & Advanced students, who are not in the Portrait Photography class, cannot take on clients for grad photos, but can still work in the same studio, learn the same skills, and bring in people for photo shoots to build a portfolio.



Additional courses in Com Tech:

<b>COM1015: MEDIA</b>	<b>COM2015: MEDIA IMPACT</b> <i>Prerequisite: COM1005: Visual Composition</i>	
<b>COM1255: E-LEARNING &amp; LEARNING MANAGEMENT SYSTEMS</b>		
		<b>COM3005: CREATIVE WRITING</b> <i>Prerequisite: COM2105: AV Preproduction 1</i>
	<b>COM2025: ELECTRONIC LAYOUT &amp; PUBLISHING 1</b> <i>Prerequisite: COM1005: Visual Composition</i>	<b>COM3025: ELECTRONIC LAYOUT &amp; PUBLISHING 2</b> <i>Prerequisite: COM2025: Electronic Layout &amp; Publishing 1</i>
	<b>COM2155: DESIGN – BRAND IDENTITY</b> <i>Prerequisite: COM1035: Graphics Tools</i>	<b>COM3155: DESIGN – ADVERTISING CAMPAIGNS</b> <i>Prerequisite: COM2155: Design – Brand Identity</i>
	<b>COM2175: INTERACTIVE PRESENTATION</b>	
		<b>COM3165: AV BROADCASTING</b>
	<b>COM2285: COM TECH CLIENT SERVICES 1</b>	<b>COM3285: COM TECH CLIENT SERVICES 2</b> <i>Prerequisite: COM2285: Com Tech Client Services 1</i>
<b>COURSE COM1910: COM PROJECT A</b> (Must connect with 1 Com Tech of same level & 1 other CTS course)	<b>COM2910: COM PROJECT B</b> <i>Prerequisite: None</i> (Must connect with 1 Com Tech of same level & 1 other CTS course)	<b>COM3910: COM PROJECT D</b> <i>Prerequisite: None</i> (Must connect with 1 Com Tech of same level & 1 other CTS course)
Introductory project courses must connect with a minimum of two CTS courses, one of which must be at the introductory level and be in the same occupational area as the project course. The other CTS course(s) can be either at the same level or at the intermediate level from any occupational area.	<b>COM2920: COM PROJECT C</b> <i>Prerequisite: None</i> (Must connect with 1 Com Tech of same level & 1 other CTS course)	<b>COM3920: COM PROJECT E</b> <i>Prerequisite: None</i> (Must connect with 1 Com Tech of same level & 1 other CTS course)
Project courses cannot be connected to other project courses or practicum courses.	<b>COM2950: COM INTERMEDIATE PRACTICUM</b> 1-Must be towards a recognized credential from an external organization. 2-Must be connected to a ComTech course. 3-Can't be with a project course nor other Practicum course.	<b>COM3950: COM ADVANCED PRACTICUM</b> 1-Must be towards a recognized credential from an external organization. 2-Connected to one ComTech course & NOT with other Practicum course. 3-Can't be with any Intro course, nor project course.
	Intermediate project courses must connect with a minimum of two CTS courses, one of which must be at the intermediate level and be in the same occupational area as the project course. The other CTS course(s) can be at any level from any occupational area.	Advanced project courses must connect with a minimum of two CTS courses, one of which must be at the advanced level and be in the same occupational area as the project course. The other CTS course(s) must be at least at the intermediate level from any occupational area.

# **BCHS --- AUTOMOTIVE SERVICE TECHNOLOGY PROGRAM**

## **COURSES OFFERED:**

### **AUTOMOTIVE CUSTOMER SERVICE**

***Rationale:*** Enrolling in this course, you have made a commitment to furthering your technical training in the trade for personal use and for the workplace. The trades are more than a job.....it is a career! A career is something you build over time, through education and experience. ***If you love working with your hands and have passion for cars and trucks.....this course is for you!*** Critical skills for daily living and employability are incorporated through the competencies from the learner outcomes in the course. Career exploration is also incorporated to encourage students to make connections between areas of interest and skill development.

***I would highly recommend you take this course in grade 11.***

#### ***10 modules covered for 10 credits:***

- |                                       |                |
|---------------------------------------|----------------|
| <i>1. Apprenticeship Safety</i>       | <i>ASA3900</i> |
| <i>2. Basic Tools &amp; Materials</i> | <i>ASA3400</i> |
| <i>3. Vehicle Service Information</i> | <i>ASA3402</i> |
| <i>4. Pneumatics &amp; Hydraulics</i> | <i>Mec1110</i> |
| <i>5. Ride &amp; Control Systems</i>  | <i>Mec1150</i> |
| <i>6. Vehicle Maintenance</i>         | <i>Mec2020</i> |
| <i>7. Braking Systems</i>             | <i>Mec2110</i> |
| <i>8. Suspension Systems</i>          | <i>Mec2150</i> |
| <i>9. Steering Systems</i>            | <i>Mec2160</i> |
| <i>10. Wheel Alignment</i>            | <i>Mec3150</i> |



## **DRIVE TRAINS**

**Rationale:** Enrolling in this course, you have made a commitment to furthering your technical training in the trade for personal use and for the workplace. You will gain knowledge, skills and attitudes that are required in the workplace. This course will provide instruction in both the theory and repair procedures for drivelines, transmissions, transaxles and differentials.

**You could take this course in grade 11 or 12.**

**5 modules covered for 5 credits:**

- |                             |         |
|-----------------------------|---------|
| 1. Pneumatics & Hydraulics  | Mec1110 |
| 2. Mechanical Systems       | Mec1130 |
| 3. Drivelines               | Mec2130 |
| 4. Transmissions/Transaxles | Mec2140 |
| 5. Drive Train Repair       | Mec3140 |

## **ENGINE PERFORMANCE**

**Rationale:** Enrolling in this course, you have made a commitment to furthering your technical training in the trade for personal use and for the workplace. Through hand-on experiences you will have the opportunity to gain knowledge and skills related to the performance and support systems needed to operate the gasoline engine.

**You could take this course in grade 11 or 12**

**6 modules covered for 6 credits:**

- |                           |         |
|---------------------------|---------|
| 1. Engine Fundamentals    | Mec1040 |
| 2. Lubrication & Cooling  | Mec2030 |
| 3. Fuel & Exhaust Systems | Mec2040 |
| 4. Ignition Systems       | Mec2060 |
| 5. Engine Diagnosis       | Mec3030 |
| 6. Engine Tune-up         | Mec3040 |

## **CAR CARE 101**

**Rationale:** *The main intent of this course is to prepare students for owning and operating vehicles for personal daily life. Chances are your car will be your second largest investment next to your home. Care for it properly and it will deliver the performance, lasting value and enjoyment you need and expect. The course is designed for students who have little previous mechanical knowledge and experience. The course will appeal to those who simply wish to learn how to service and care for their vehicle and avoid costly repairs down the road.*

***This course is available to students in grades 11-12 only***

### ***5 modules covered for 5 credits:***

- |   |                |
|---|----------------|
| <i>1. Vehicle Service &amp; Care</i>    | <i>Mec1020</i> |
| <i>2. Engine Fundamentals</i>           | <i>Mec1140</i> |
| <i>3. Vehicle Detailing</i>             | <i>Mec2010</i> |
| <i>4. Vehicle Maintenance</i>           | <i>Mec2020</i> |
| <i>5. Buying &amp; Selling Vehicles</i> | <i>Mec3010</i> |

## **1<sup>st</sup> YEAR APPRENTICESHIP AUTOMOTIVE SERVICE TECHNICIAN TRADE**

**Rationale:** *This is an elite course for only the serious and dedicated student that is committed to becoming an automotive service technician apprentice in the trade. This is not an easy course as it is very challenging and demanding of your time. Regular attendance is mandatory and online theory is needed to successfully complete the theory component of the course. The rewards will allow the student to write the first year apprenticeship exam with a minimum 70% pass mark. Also the student will become easily employable with the knowledge, skills and attitudes needed in the work place/trade. In addition, upon graduation from high school and with the support of an employer, a student may enter into the post-secondary apprenticeship program as a first period apprentice with advanced standing.*

***This course is available to grade 11 and 12 students. But I would strongly recommend students take this course in grade 12.***

### ***15 modules/courses covered for 15 credits:***

- |  |         |
|--|---------|
| 1. Basic Tools & Materials                       | ASA3400 |
| 2. Electrical Fundamentals                       | ASA3405 |
| 3. Electrical Circuits & Diagnosis               | ASA3410 |
| 4. Frames, Suspension & Steering Systems         | ASA3415 |
| 5. Manual & power Steering Systems               | ASA3420 |
| 6. Steering Angles & Columns & Restraint Systems | ASA3425 |
| 7. Wheel Alignment Procedures                    | ASA3430 |
| 8. Braking Systems I                             | ASA3430 |
| 9. Braking Systems II                            | ASA3435 |
| 10. Braking Systems III                          | ASA3445 |
| 11. Driveline & Introductory Welding             | ASA3450 |
| 12. Practicum A                                  | ASA3455 |
| 13. Practicum B                                  | ASA3460 |
| 14. Practicum C                                  | ASA3465 |
| 15. Practicum D                                  | ASA3470 |

## TRADES & TECHNOLOGY (T&T) COURSE

**Rationale:** This is an **introductory CTS course** for students wanting to **explore the trades** of Carpentry/Cabinetmaking, Auto Mechanics and Welding. It is designed to provide entry level technical knowledge, hand skills and workplace attitudes. **Career exploration** is also incorporated to **encourage students to make connections between areas of interest and skill development**. The T&T course will also prepare students for advance level courses in the trades. However the course will appeal to those students who simply wish to care and maintain their vehicles, build wood projects safely and practice introductory welding skills.

Upon successful completion, each student will receive 6 credits. Students will spend 29 instructional days in each section.

### **The 6 modules covered for 6 credits:**

1. *Mechanics Tools & Materials*      *Mec1015*
2. *Vehicle Service & Care*      *Mec1020*
3. *Construction Tools & Materials*      *Con1010*
4. *Manufactured Materials*      *Con1160*
5. *Fabrication Tools & Materials*      *Fab1010*
6. *Basic Electric Welding*      *Fab1050*

## **Building and Construction Technology**

Program offers a “hands on” learning experience where students can develop the wide range of skills necessary to compete in tomorrow’s job market. Heavy emphasis upon “transferable skills” such as: safety, initiative, patience, pride, speed and craftsmanship, will inspire students towards lifelong learning and career adaptability. This course is open to any student who wishes to learn beginner woodworking techniques or advanced cabinetmaking and carpentry skills. Students may choose from a 12 credit “job site” program or individual one credit modules offered in the school shop. C.B.A,T, - Competency Based Apprenticeship Training modules from N.A.I.T.’s first and second year apprenticeship program will be available to all students.

Whether a casual hobbyist or a serious woodworker – Construction Technologies will help build tomorrow’s skills – today.

**REMEMBER: If You Miss Shop – You Miss Out!**



# CONSTRUCTION COURSES

## INTRODUCTORY

### **CON1010: CONSTRUCTION TOOLS & MATERIALS**

*Prerequisite: None*

### **CON1070: BUILDING CONSTRUCTION**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON1120: PRODUCT MANAGEMENT**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON1130: SOLID STOCK CONSTRUCTION**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON1140: TURNING OPERATIONS**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON1160: MANUFACTURED MATERIALS**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON1180: MOULD MAKING & CASTING**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON1910: CON PROJECT A**

*Prerequisite: None*

## INTERMEDIATE

### **CON2010: SITE PREPARATION**

*Prerequisite: CON1070: Building Construction*

### **CON2020: CONCRETE FORMING**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2030: ALTERNATIVE FOUNDATIONS**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2035: FRAMING SYSTEMS – FLOOR**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2045: FRAMING SYSTEMS – WALL**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2050: ROOF STRUCTURES 1**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2060: DOORS, WINDOWS & SIDING**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2070: ELECTRICAL SYSTEMS**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2080: PLUMBING SYSTEMS**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2090: CLIMATE CONTROL SYSTEMS**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2100: AGRI-STRUCTURES**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2120: MULTIPLE MATERIALS**

*Prerequisite: CON1120: Product Management*

### **CON2130: FURNITURE – BOX CONSTRUCTION**

*Prerequisite: CON1120: Product Management*

### **CON2140: FURNITURE MAKING – FRAME & PANEL**

*Prerequisite: CON1120: Product Management*

### **CON2150: FINISHING & REFINISHING**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2160: CABINETMAKING – WEB & FACE FRAME**

*Prerequisite: CON1120: Product Management*

### **CON2170: CABINETMAKING – DOOR & DRAWER**

*Prerequisite: CON1120: Product Management*

### **CON2180: WOOD FORMING**

*Prerequisite: CON1120: Product Management*

### **CON2190: MANUFACTURING SYSTEMS**

*Prerequisite: None*

### **CON2200: PRODUCT DEVELOPMENT**

*Prerequisite: CON1010: Construction Tools & Materials*

### **CON2910: CON PROJECT B**

*Prerequisite: None*

### **CON2920: CON PROJECT C**

*Prerequisite: None*

### **CON2950: CON INTERMEDIATE PRACTICUM**

*Prerequisite: None*

## CONSTRUCTION COURSES

### ADVANCED

**CON3010: CONCRETE – STRUCTURES & FINISHES**

*Prerequisite: CON1010: Construction Tools & Materials*

**CON3020: MASONRY WORK – STRUCTURES & FINISHES**

*Prerequisite: CON1010: Construction Tools & Materials*

**CON3030: WALL & CEILING FINISHING**

*Prerequisite: CON1010: Construction Tools & Materials*

**CON3040: STAIR CONSTRUCTION**

*Prerequisite: CON1010: Construction Tools & Materials*

**CON3050: ROOF STRUCTURES 2**

*Prerequisite: CON2050: Roof Structures 1*

**CON3060: DOORS & TRIM**

*Prerequisite: CON1010: Construction Tools & Materials*

**CON3070: FLOORCOVERING**

*Prerequisite: CON1010: Construction Tools & Materials*

**CON3080: ENERGY-EFFICIENT HOUSING**

*Prerequisite: CON1070: Building Construction*

**CON3090: RENOVATIONS/RESTORATIONS**

*Prerequisite: CON1070: Building Construction*

**CON3105: COMMERCIAL STRUCTURES**

*Prerequisite: CON1070: Building Construction*

**CON3110: SITE MANAGEMENT**

*Prerequisite: CON1070: Building Construction*

**CON3120: TOOL MAINTENANCE**

*Prerequisite: CON1010: Construction Tools & Materials*

**CON3130: FURNITURE – LEG & RAIL**

*Prerequisite: CON1120: Product Management*

**CON3140: FURNITURE – SURFACE ENHANCEMENT**

*Prerequisite: CON1120: Product Management*

**CON3150: FURNITURE REPAIR**

*Prerequisite: CON1120: Product Management*

**CON3160: CABINETMAKING – CABINETS & COUNTERTOPS**

*Prerequisite: CON1120: Product Management*

**CON3170: CABINETMAKING – LAYOUT & INSTALLATION**

*Prerequisite: CON1120: Product Management*

**CON3190: PRODUCTION PLANNING**

*Prerequisite: CON2200: Product Development*

**CON3200: PRODUCTION MANAGEMENT**

*Prerequisite: CON3190: Production Planning*

**CON3210: FRAMING SYSTEMS ADVANCED**

*Prerequisites: CON2035: Framing Systems – Floor  
CON2045: Framing Systems – Wall*

**CON3910: CON PROJECT D**

*Prerequisite: None*

**CON3920: CON PROJECT E**

*Prerequisite: None*

**CON3950: CON ADVANCED PRACTICUM**

*Prerequisite: None*

# Alberta Apprenticeship and Industry Training

## TRADE ENTRANCE REQUIREMENTS

Alberta  
Trades.  
World  
Ready.

### MINIMUM REQUIREMENTS

Successful completion of the following courses:

### RECOMMENDED PATH

Alberta High School Diploma that includes the following courses:

**CATEGORY A**

- English 10-2
- Math 10-3
- OR
- A pass mark in all five Canadian General Educational Development (GED) tests
- OR
- Entrance Exam

- English 30-2
- Math 30-3
- Physics 20 OR Chemistry 20 OR Science 20
- Related Career and Technology Studies (CTS) courses

**CATEGORY B**

- English 20-2
- Math 20-3
- Science 10
- OR
- Entrance Exam

- English 30-2
- Math 30-3
- Physics 30 OR Chemistry 30 OR Science 30
- Related Career and Technology Studies (CTS) courses

**CATEGORY C**

- English 10-2
- Math 10-3
- Science 10
- OR
- A pass mark in all five Canadian General Educational Development (GED) tests
- OR
- Entrance Exam

- English 30-2
- Math 30-3
- Physics 20 OR Chemistry 20 OR Science 20
- Related Career and Technology Studies (CTS) courses

**CATEGORY A**

- Baker
- Bricklayer
- Cabinetmaker
- Carpenter
- Concrete Finisher
- Cook
- Crane and Hoisting Equipment Operator
- Floor Covering Installer
- Glazier
- Hairstylist
- Insulator
- Ironworker
- Lather-Interior Systems Mechanic
- Locksmith
- Metal Fabricator (Fitter)
- Painter and Decorator
- Parts Technician
- Sheet Metal Worker
- Tilesetter
- Water Well Driller
- Welder

**CATEGORY B**

- Agricultural Equipment Technician
- Appliance Service Technician
- Automotive Service Technician
- Boilermaker
- Communication Technician
- Electric Motor Systems Technician
- Electrician
- Elevator Constructor
- Gasfitter
- Heavy Equipment Technician
- Millwright
- Motorcycle Mechanic
- Natural Gas Compression Technician
- Plumber
- Power System Electrician
- Powerline Technician
- Sprinkler Systems Installer
- Steamfitter-Pipefitter
- Transport Refrigeration Technician

**CATEGORY C**

- Auto Body Technician
- Landscape Horticulturist
- Machinist
- Outdoor Power Equipment Technician
- Recreation Vehicle Service Technician

**CATEGORY D**

- Rig Technician
- Roofer
- Instrument Technician
- Refrigeration and Air Conditioning Mechanic

\*See the individual trades on [tradesecrets.alberta.ca](http://tradesecrets.alberta.ca) for Category D trade entrance requirements.

Equivalencies will be considered for entrance requirements.

**If you have an existing trade certificate, it can serve as your entrance requirement when registering in an additional trade.**