# **Course Descriptions**

**Burnaby Central** 

# **LEADERSHIP & HELPING PROGRAMS**

## Leadership 9 – 12

This course is designed for grade 9-12 students interested in learning about the strength of working in community while developing personal and social skills. Students will learn about effective communication, community initiatives, leadership styles, stress and time management while exploring what matters most to them. Students are expected to participate in class discussion, practice what is learned by organizing, implementing, and evaluating activities in the Burnaby Central Community. Students will demonstrate their learning through reflective journal writing, self-assessments, and portfolio assignment(s).

### First Aid 11 & 12

This course is geared toward promoting and learning first aid techniques and providing a first aid service for the school. Components of the program include belonging to St. John Ambulance Division, participating in a 20-hour course and receiving a standard certificate. Students must make application to this course during the course selection process.

## Peer Tutoring 11 & 12

This course provides the opportunity to learn practical tutoring teaching skills that can be used to assist classmates who need help with academic subjects.

## Applications of Leadership 11 & 12: Music

This course is designed to give students the opportunity to develop their individual music and leadership skills.

## **Applications of Leadership 11: PHE**

This course provides an opportunity for students to develop leadership and coaching skills by serving as teaching assistants and through organization of group activities and coordination of special athletic events within the school. Each P.E. 11 Leadership student is assigned to a P.E. 8 or 9 class.

## **Applications of Leadership 12: PHE**

This course provides a further opportunity for students to develop leadership skills through a variety of experiences.

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## **Applications of Leadership 11: Technology**

If you are a motivated, self-starter interested in extended projects and applications not found in the regular curriculum then this is the course for you. This lab course includes the following core activities:

- Introduction to setting Linux
- Introduction to setting up peer to peer networks
- Introduction to setting up Novell networks
- Introduction to PC maintenance and troubleshooting
- Tutoring teachers and students with software problems
- Assisting with the general lab maintenance

In addition, students will complete a personal contract project for each of the two terms and specify the marking criteria. These projects can include Multimedia applications, Web pages, Programming, computer hardware, computer software exploration etc.

## **Applications of Leadership 12: Technology**

This course continues the activities and projects from Technology Leadership 11. Students will spend some time expanding the core project activities started in grade 11 and to select two personalized, contract projects over the semester. Students will also be given an opportunity to complete the A+; MCP; CNA exams.

#### Office Administration 11 & 12

This leadership course provides self-motivated students with an opportunity to learn and develop the interpersonal skills required to work as a modern administrative assistant. Individuals should be organized, reliable, and efficient. The knowledge you gain here will provide you with a foundation for entry into a wide variety of office careers. Some after school commitment (for workshops and training) is necessary, and the ability to work with teachers is a must.

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