



# *Employee Educational Opportunities & Night School News Summer 2018 Edition*



Newport News Shipbuilding  
A Division of Huntington Ingalls Industries

**Class Schedule for June 18, 2018 through August 18, 2018**



***Application Deadline: May 18, 2018***

# Shipyard Night School

# Summer Quarter

Class information

**Application Deadline:** May 18, 2018

**Classes Begin:** June 18, 2018

**Classes End:** August 18, 2018

**Class Locations:** Apprentice School, Newport News Shipbuilding training facilities, Technical Learning Center (NetCenter, Building 802, 520 W. Mercury Blvd, NN, VA)

**Minimum Required Enrollment:** 10 students are **REQUIRED** to schedule a course

**Classes Meet:** Monday & Wednesday, Tuesday & Thursday, or one night per week and Saturdays

**Class Hours:** Class hours vary according to location; **Second Shift** – Weekdays 12:00 - 2:30 p.m. and Saturdays 8:00 a.m. - 1:00 p.m.

**Course Length:** Courses vary in length; majority meet 9 weeks, 1 day each week, 2-1/2 hours each class.

**Cost:** No Tuition Fee, unless otherwise specified

**Certification:** Awarded upon successful completion of a course.

**Application:** Available online at <https://mynns/orgs/o22/nightschool>, on the back of the **Summer 2018 Employee Educational Opportunities & Night School News flyer**, **Night School Office, Bldg. 1919/3, Room 331**, or under **PROGRAMS** on the **AS.EDU website**, <http://as.edu>

**Course Announcements:** Class confirmations will be mailed to your home address no later than 1 week before class begins.

**Return Completed Application To:** Night School Office, Dept. 022, Bldg. 1919/3 or fax to 8-8640.

**For Further Information visit:** <https://mynns/orgs/o22/nightschool> or contact Shirley Smith-King, 688-8608

Information Line: Call **688-8619** for changes in normal class schedule.

**ABOUT THE FRONT COVER:** Victoria "Viki" Diamond provides instruction to two students in the Spring 2018 Algebra I, Part B (12:00 - 2:30) Night School class. Pictured left to right: Darius Liverman (X33), Viki Diamond (instructor) and Nicholas Johnson (X15). *Photo by Matt Hildreth*

## ENROLLMENT IN A CLASS IS A COMMITMENT TO ATTEND

Please do not register unless you are sure you can take part. Number of enrollees will determine which courses will be taught for all shifts.

It is highly recommended that you complete all prerequisite courses (if applicable). Completing prerequisites will prepare you for subsequent courses and greatly reduce your frustration and disappointment when attempting to complete the higher level courses.

<b>EXAMPLE:</b>	<b>Course</b>
	Prerequisite Information
	Date(s) Time Instructor Location

## COURSE OFFERINGS SHIPYARD NIGHT SCHOOL

### APPRENTICE APPLICATION CREDIT COURSES

These courses are designed to help fulfill application requirements for consideration for entry into the Apprentice School.

#### Algebra I, Part A (45 Hours)

Prerequisite: None

T TH	12:00 - 2:30 PM	TBD	A-SCH, BLDG. 1919
M W	4:15 - 6:45 PM	E. Oliver	A-SCH, BLDG. 1919

#### Algebra I, Part B (45 hours)

Prerequisite: Algebra I, Part A

T TH	4:15 - 6:45 PM	T. Bauer	A-SCH, BLDG. 1919
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#### Algebra II, Part A (45 hours)

Prerequisite: Algebra I, Parts A & B

M W	12:00 - 2:30 PM	TBD	A-SCH, BLDG. 1919
T TH	4:15 - 6:45 PM	B. Quandahl	A-SCH, BLDG. 1919

#### Algebra II, Part B (45 hours)

Prerequisite: Algebra II, Part A

M W	4:15 - 6:45 PM	E. Dickens	A-SCH, BLDG. 1919
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#### Geometry (45 hours)

Prerequisite: Algebra I, Parts A & B

M W	4:15 - 6:45 PM	D. Gromley	A-SCH, BLDG. 1919
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#### Mechanical Drawing I - II (Each part is 45 hours, meets two nights per week)

Prerequisite: Be able to use a 12-inch rule graduated in 1/16 inch increments; knowledge of basic geometry

T TH	4:15 - 6:45 PM	V. Warren	A-SCH, BLDG. 1919
SAT	8:00 AM - 1:00 PM	C. Blake	A-SCH, BLDG. 1919

## HEALTH RELATED COURSES

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### **First Aid/CPR/AED (15 hours) (Meets 2 weeks, 2 nights per week, for 3 hrs)**

*Prerequisite: None*

T TH 4:15 - 7:15 PM G. Bradby BLDG. 79/1, CONF RM

\* In September 2016, as required by the Emergency Cardiovascular Care Update (ECC), this course was revised to include new changes to the CPR and First Aid content we teach. These changes resulted from the review of Resuscitation and First Aid science which occurs every 5 years and is conducted by the International Liaison Committee on Resuscitation (ILCOR) which includes member organizations and societies from around the world. There were two major changes to the First Aid module. So register NOW to receive the latest and greatest for CPR/AED and First Aid.

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## SHIPBUILDING RELATED COURSES

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### **Health and Safety - Home Study, Self-paced**

*Prerequisite: None (Enrollees are required to attend a 1-hr. orientation and a 1-hr. final exam session)*

W 4:15 - 5:30 PM J. Winslow BLDG. 79/2, Conf Rm

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## THOMAS NELSON COMMUNITY COLLEGE (TNCC) CERTIFICATE PROGRAMS

TNCC tuition and fees are applied to all Leadership Development Program Courses) **PLEASE DO NOT** apply to take these classes unless you are sure you can complete the class. Classes are scheduled based on the number of students requests.

### FUNDAMENTALS OF ORGANIZATIONAL LEADERSHIP CAREER STUDIES CERTIFICATE PROGRAM

#### **BUS 111 - Principles of Supervision (3 cr)**

*Prerequisite: None*

T TH 12:00 - 2:30 PM TNCC A-SCH, BLDG. 1919

T TH 4:30 - 7:00 PM TNCC A-SCH, BLDG. 1919

#### **BUS 200 - Principles of Management (3 cr)**

*Prerequisite: None*

M W 4:30 - 7:00 PM TNCC A-SCH, BLDG. 1919

#### **ITE 115 - Introduction to Computer Applications and Concepts (3 cr)**

*Prerequisite: None*

T TH 4:30 - 7:00 PM TNCC A-SCH, BLDG. 1919

### SUPERVISION CAREER STUDIES CERTIFICATE PROGRAM

#### **BUS 205 - Human Resource Management (3 cr)**

*Prerequisite: None*

M W 4:30 - 7:00 PM TNCC A-SCH, BLDG. 1919

#### **CST 100 - Principles of Public Speaking (3 cr)**

*Prerequisite: None*

T TH 4:30 - 7:00 PM TNCC A-SCH, BLDG. 1919

### BUSINESS MANAGEMENT CERTIFICATE PROGRAM (FORMERLY IMP)

#### **ACC 211 - Principles of Accounting I (3 cr)**

*Prerequisite: None*

M W 4:30 - 7:00 PM TNCC A-SCH, BLDG. 1919



## THOMAS NELSON COMMUNITY COLLEGE (TNCC) CERTIFICATE PROGRAMS REGISTRATION, COURSE ENROLLMENT & EDASSIST PROCESS:

A Night School application should be submitted to request a seat in your desired class. After your request has been processed, you will receive a Notification Letter sent to your home address to confirm approval. The Notification Letter **IS NOT AN ENROLLMENT NOTICE! TO BE OFFICIALLY ENROLLED, YOU MUST SIGN THE TNCC STUDENT ENROLLMENT FORM FOR THE CLASS. THE PROCESS FOR SIGNING THE TNCC STUDENT ENROLLMENT FORM WILL BE PROVIDED TO YOU IN YOUR NOTIFICATION LETTER SENT TO YOUR HOME ADDRESS.**

Upon receipt of your letter, you need to begin the EdAssist Process to request money to pay for your class. All Hourly Leadership Development Program participants enrolling in Thomas Nelson Community College (TNCC) Certificate Programs courses are required to use the company's Education Assistance Program to obtain money to pay tuition & fees. This process requires submission of:

- **EDUCATION ASSISTANCE PRE-APPROVAL FORM (must be completed & submitted with POS in EdAssist)**
- **PROGRAM REQUEST**
- **PAYMENT REQUEST within 60 days prior to start date of class**
- **GRADE AND DOCUMENT REQUEST within 60 days after the end date of the course.**



Night School information and course offerings can also be found in the NNS to Go app.

Experience Newport News Shipbuilding in the palm of your hands.

News  
Photos and Videos  
Careers  
Shipyard Operations

Employee Resources  
Discounts  
Special Events  
and More...





**CONGRATULATIONS!**  
**THOMAS NELSON COMMUNITY COLLEGE**  
**CERTIFICATE PROGRAMS 2018 GRADUATES**

(This list includes Summer '17, Fall '17 and Spring '18 Certificate Recipients)

**FUNDAMENTALS OF ORGANIZATIONAL LEADERSHIP CAREER STUDIES CERTIFICATE**

<b>David J. Arnold</b>	<b>X36</b>
<b>David A. Johnston</b>	<b>X36</b>
<b>John J. Pekala II</b>	<b>X36</b>

**SUPERVISION CAREER STUDIES CERTIFICATE**

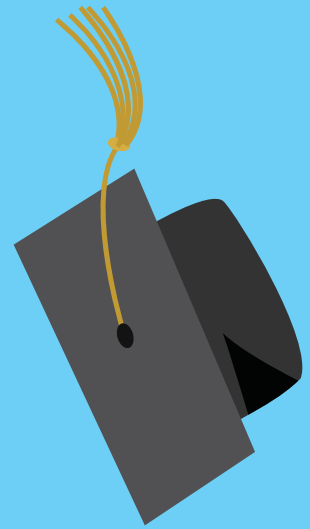
<b>Angela M. Alston</b>	<b>O52</b>
<b>David J. Arnold</b>	<b>X36</b>
<b>Willie L. Clark, Jr.</b>	<b>X11</b>
<b>Aaron R. Frasier</b>	<b>X32</b>
<b>Robert E. Johnson, Jr.</b>	<b>X11</b>
<b>David A. Johnston</b>	<b>X36</b>
<b>Antwan M. Moore</b>	<b>O04</b>
<b>Damian M. Thomas</b>	<b>O53</b>

**BUSINESS MANAGEMENT (FORMERLY INDUSTRIAL MANAGEMENT) CERTIFICATE**

<b>Angela M. Alston</b>	<b>O53</b>
<b>Brittney N. Eubanks</b>	<b>X67</b>
<b>Aaron R. Frasier</b>	<b>X32</b>
<b>David A. Johnston</b>	<b>X36</b>
<b>Jeremy D. Poole</b>	<b>X32</b>
<b>Corey L. Williams</b>	<b>X36</b>

## **DID YOU KNOW.....?**

You **MUST** apply for Graduation after completing course requirements to receive your TNCC Certificates. However, there is **NO OBLIGATION** for you to participate in the formal Graduation Ceremony held annually in May.



**GRADUATION APPLICATIONS ARE OBTAINED FROM THE NIGHT SCHOOL OFFICE.**

Application deadlines are as follows:

SUMMER - June 1st

FALL - October 1st

SPRING - March 1st



Upon approval for Graduation, TNCC will notify you via your TNCC e-mail address (found on Nelsononline) when your certificate is ready to be picked up. If you would like your certificate to be mailed to you, please contact Graduation Specialist Carmen Charland, (757) 825-2846.



# Didn't Finish High School?

## **FREE TO ALL NNS EMPLOYEES**

- **General Educational Development Certificate (GED)**

The GED Test is a four subject online test.

Graduates are awarded a **CERTIFICATE** of High School equivalency

- **National External Diploma Program (NEDP)**

The NEDP is a self-paced, web-based program.

The program offers flexibility to earn your High School Diploma even if you are employed full time.

### **ADULT EDUCATION CLASSES:**

- Math Assistance
- Adult Basic Education
- GED Exam Prep
- English as a Second Language (ESL)

Caring teachers are ready to help you! ***Just one call can get you on the road to a better future!***

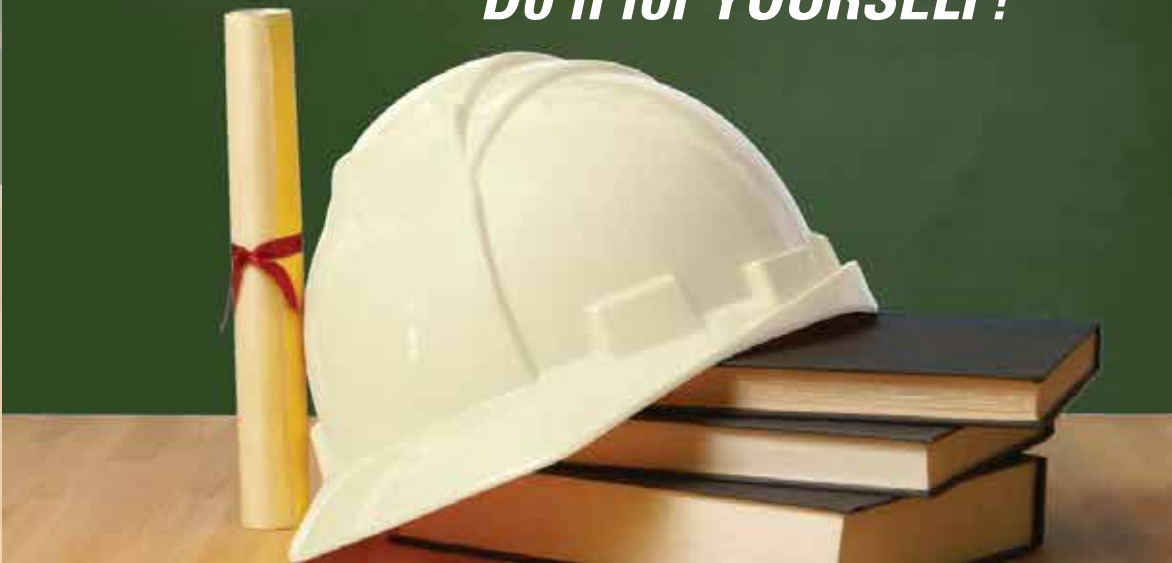
Whether you are 25 or 55, you can get a high school diploma (GED). Our trained staff provides individualized tutoring in the areas of *reading, writing* and *math*. For more information, or to schedule an appointment, please contact:

**Sharon C. Moore, 380-7991**

Imagine the pride and self-confidence you'll feel when you reach your goal!

***Do it for your FAMILY...***

***Do it for YOURSELF!***



# **NIGHT SCHOOL - MAKING A DIFFERENCE**

## **EXCEL 2013, Part I (22.5 hours) Instructor: Jose Baltazar, Dept. E71**

"This course was well planned and proved very useful. I use Excel daily and was able to improve my speed and efficiency in my daily tasks."

"I work in QID and use Excel often for charts/graphs and to present data to my managers and director. This course has helped me define what I need to do my job more efficiently and with better time management."

"This course has helped me as a make-up foreman and with some things I was trying to figure out I Excel. Things became clearer when I got to work, such as filing out WICC's and other types of forms that deal with Excel became easy. The class was very helpful. I can even run things at home."

## **FUNDAMENTALS OF CORROSION CONTROL THROUGH COATINGS (45 hours) Instructor: Charlie Harvilicz, E33 / Randall Ware, 031**

"This has been a great class and I learned a lot more about corrosion. Taking this class has helped me become a better worker. I have more knowledge of how a job should look when it's completed."

"Great class. Instructors were very knowledgeable and helpful. I would highly recommend all painters take this class. Very effective material that applies well to the jobs we perform."

## **NAVAL NUCLEAR PROPULSION PLANT FUNDAMENTALS (22.5 hours) Instructor: Bob Quandahl, E84**

"The course has already shown to be helpful in my job. I work with reviewing procedures prior to company publication. The day after I started this class I started working a family of documents on reactor cleanliness. It was very useful to have context."

"I've enjoyed this class and have learned a lot to apply to my career at NNS-E83."

## **PROJECT 2013, PART I (22.5 hours) Instructor: Pat Buskee, X84**

"This course has been helpful in me understand key terms, functions necessary for my current position (transition into scheduling). I am very new to scheduling so this was a great help/foundation for me."

"We had to create our own projects throughout the course which I found very helpful. We were able to apply what we learned in previous chapters to a real project of our own."

"I enjoyed the course. Using the software in class has made it much more applicable and functional in my work project."

# CONGRATULATIONS

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# BEST WISHES

To

Larry Koeck, 022 & Charlie Harvilicz, E33 on your upcoming Retirement! Thank you Larry for four years and Charlie, twelve years, of dedicated service to the Night School

**Don't have time to attend an instructor-led class?** The learning Resource Center, Bldg. 1919-3, offers selfpaced online computer training, individualized tutoring in Math, English, Reading and Writing.

## LEARNING RESOURCE CENTER

### CONTACTS & HOURS OF OPERATION:

#### Computer Skills

Peggie: 688-7246

#### Reading & Math

Sharon: 380-7991

Terry: 380-2319

#### HOURS

M-TH: 1:00 - 5:30 PM

M: 8:00 - 11:00 AM

T-TH: 12:30 - 5:30 PM

W: 2:30 - 5:30 PM

## Shipyard Night School

# INSTRUCTOR'S CORNER



**VICTORIA "VIKI" DIAMOND** began her career in the shipyard in January of 2002 to join the design trainee program. She started in Engineering group E52 which eventually became E22. In 2005, she began tutoring and working with special needs apprentices in the afternoons. During this time, Viki completed her Bachelor's degree in Business Administration with dual majors in Business Design/Administration and Finance with a 3.89 GPA.

Shortly after completing her Bachelors degree, Viki began her Master's program, again with double majors in Education/Admin and Technology. She realized teaching was her niche and wanted to be more involved with that, including the possibility of teaching online. While pursuing her Master's degree, she was still working a full-time job during the day and tutoring four evenings a week and on weekends. In 2010, although being adversely

affected by the company's reduction-in-force, Viki continued to work as a tutor for the Apprentice School and to obtain her Master's degree with a 4.0 GPA. She has also tutored for the Apprentice School's Math Boot Camp for the football players.

In 2011, Viki began teaching the 2nd Shift (12:00 – 2:30 PM) Night School Apprentice-credited courses. Viki loves teaching and her students describe her as being a fantastic instructor with an in depth knowledge of Math, amazing, patient, nice, helpful and respectful. One student even commented, "Great teacher, I wish she was my teacher back in high school."

In addition to being an entrepreneur (tutoring business) and teaching for the Night School Program, Viki also teaches, occasionally at Tidewater Community College, and manages her investments. While she likes to swim, cook, write and draw she enjoys spending time to help raise her grandson the most. Viki stated "now my life has fallen in line, and everything I do feeds my soul."