

Business management course being offered at St. Andrews

The Certificate Program in Business Management offered by St. Andrews Presbyterian College is designed for men and women who want to improve their opportunity for career advancement.

The 24-hour college credit program provides adults with a flexible and convenient way to improve their managerial, leadership and administrative skills.

Individuals who currently hold management positions or those individuals who desire to move into a management position will find this program valuable.

Those who already have a college degree can broaden and strengthen their business and management knowledge. Also, the person who has no formal business education will be able to combine a group of courses in order to build a

solid foundation in business management.

The Certificate Program will provide the student with an overview of current development in various areas of business administration such as management, marketing, accounting and economic trends.

Students will be able to improve their understanding of the relationship among areas of business such as marketing, supervision, finance, and organizational behavior.

Another goal of the program is to allow students to improve their ability to make decisions and engage in analysis, evaluation, choice, and control.

Upon completion of the program, the student will be awarded a certificate in recognition of his accomplishments.

The student will also have obtained college credit for the coursework completed, and these credits can be extended for further advancement or even a degree.

Dr. Robert Hopkins is coordinator for CBM at St. Andrews. He will be glad to discuss your individual needs in the area of Business Management.

The Certificate Program in Business Management is part of St. Andrews' effort to serve the continuing education needs of adults in the area.

If you are interested in taking advantage of the Certificate Program in Business Management or in continuing education opportunities at St. Andrews, contact John Daughtrey, the Director of Continuing Education.

McLean departs for Southern Hemisphere

Navy Seaman Freddie L. McLean, son of Herbert and Emma McLean of Cockman Hill Road, Raeford, recently departed on a deployment to the Southern Hemisphere.

He is a crewmember aboard the destroyer USS MacDonough, homeported in Charleston, South Carolina.

While deployed, he is involved in training exercises "UNITAS (United Americas) XXV/84", a joint military operation taking place in the Caribbean Sea, the Western Atlantic and Eastern Pacific oceans, and West Africa Training Cruise, off the Western Coast of Africa.

This year's UNITAS is the 25th in a series of annual exercises which began in 1960, and serve to promote hemispheric solidarity and foster good will and military professionalism between participating countries.



Completes 20
Robert R. Woodcox recently completed 20 years of continuous service at the Raeford Plant of Burlington Industries. Woodcox has had several promotions since he began his employment with the local firm. He presently works in the Twisting Department as a shift Supervisor. In recognition of his loyal service, he was presented a certificate, pearl pin and gift by Plant Management.

Johnson Completes ROTC summer camp

Cadet Lyman N. Johnson, son of James G. and Margaret F. Johnson of Rural Route 1, Shannon, received practical work in military leadership at the U.S. Army ROTC advanced camp, Fort Bragg.

The six-week camp, attended by cadets normally between their third and fourth year of college, includes instruction in communications, management and survival training.

Successful completion of the advanced camp and graduation from college results in a commission as a second lieutenant in either the U.S. Army, Army Reserves or National Guard for the cadet.



Retiring after 16 years
Alfred Buie retired on August 17 from the Burlington Menswear Dyeing Plant after 16 years of continuous service. Alfred was an employee of the Maintenance Department. He is shown in the picture receiving a retirement Bible from Maintenance Supervisor Billy Floyd (left) and Plant Engineer John Segrest (right).

New service answers cable television woes

A new telephone answering service will help customers get cable television problems corrected, a spokesman for Alert Cablevision said last week.

Calls and messages can be taken by the company even after hours, said Alert General Manager Harrison Daniels.

"All subscribers need to do is call the toll free number to our office and, if no one is there, the message will be recorded, Daniels said.

In addition to the new message service, the company will be expanding its service area around Raeford.

The company started cable construction on August 15 in the Scurlock, Hillcrest, Jones Hill and North Raeford areas just outside the city limits, Daniels said.

The new construction will open about 1,300 more homes to the service.

According to the general manager, the construction should be completed in about 45 to 50 days.

There will also be an expanded service offered to present and potential cable subscribers with the turning on of the new cable lines, Daniels said.

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H & R Block To Offer Tax School In Raeford

Thousands of people are earning money in their spare time as income tax preparers.

H & R Block, the world's largest income tax preparation service, is offering a basic income tax course starting September 5th with morning and evening classes available.

During the 14 week course, students will study all phases of income tax preparation and receive actual experience in preparing individual returns. Experienced Block personnel will teach current laws, theory and application as practiced in Block offices nationwide. There is a classroom lecture on each subject and practice problems at every level. Courses are programmed to teach students increasingly complex tax problems as study progresses. Students will find the course both interesting and challenging.

Anyone may enroll. There are no restrictions or qualifications. Courses are ideally suited for housewives, retired persons, teachers or persons wanting to increase their tax knowledge.

Qualified course graduates may be offered job interviews for positions with Block. Many accept employment with Block because of the flexible hours available. However, Block is under no obligation to offer employment, nor are graduates under any obligation to accept employment with H & R Block.

The modest course fee includes all textbooks, supplies and tax forms necessary for completion of the school. Certificates and 7.5 continuing education units will be awarded upon successful completion of the course.

Registration forms and a brochure for the income tax course may be obtained by contacting the H & R Block office on Central Ave. in Raeford.

How to solve back-to-school expenses with little effort.

Getting the children ready for school or college is expensive today and may call for extra cash for clothes, supplies, tuition and fees and all the miscellaneous preparations for "back-to-school!"

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Home-canners are cautioned

Botulism is not your everyday disease. Yet, with the canning season in full swing, be cautious.

Toxins produced by botulism bacteria may cause headaches, dizziness, visual and swallowing problems, and paralysis, progressing even to death. While antitoxin is available, full recovery may take years.

As usual, the best cure is prevention. So, "home-canners" are cautioned to use only specially designed home-canning jars, new, unused lids, and strict compliance to canning directions. No shortcuts. Just like your medications, be sure to follow instructions explicitly.

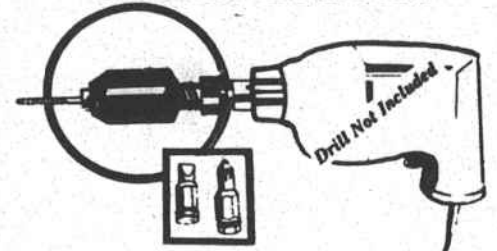


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NOTICE

The Hoke County Board of Commissioners will receive sealed bids until 10:00 a.m., September 12, 1984, for insurance coverage on county buildings and contents, general liability insurance and employee performance bonds.

Specifications may be picked up on or after August 24, 1984 in the office of the Finance Officer, Pratt Building, 227 N. Main St., Raeford, N.C. Bids should be returned to this address and should be clearly marked **INSURANCE BID - COUNTY OF HOKE.**

Bids will be opened in the Conference Room of the Pratt Building at 10:00 a.m. on September 12, 1984.

The Board of Commissioners reserves the right to reject any or all bids and to waive informalities.