

MISSION

We are dedicated to building a productive workforce by providing individualized, comprehensive training and support to advance each individual's professional skills, competence, and confidence.

WHAT'S NEXT?

1. Visit our website at www.newaydirections.com.
2. Call or visit Neway Directions.
3. Fill out an application.
4. Wait for your acceptance letter, email or phone call.
5. Attend classes and get encouragement from your trainers.
6. **Graduate!**



6400 Gisholt Drive, Suite 102
Madison, WI 53713

608-221-1920
608-221-1895 (fax)
www.newaydirections.com
jenna@newaydirections.com

Certified Nursing Assistant Training



Computer and Clerical Training



Job Placement Support Services



Knowledge today for a better tomorrow.

Know more. Do better.



Computer Training

Licensed by Educational Approval Board of Wisconsin

- Microsoft® Windows
- Keyboarding
- QuickBooks
- Data Entry
- Microsoft® Office Professional: Word, Excel, Access, PowerPoint, Outlook (Beginner, Intermediate, Advanced)



Clerical & Financial Training

Licensed by Educational Approval Board of Wisconsin

- Office Equipment
- Records Management
- Proofreading/Editing
- Medical Terminology
- Accounting Principals (Beginning)
- Record Keeping
- Business Math
- Financial Calculator



Training for C.N.A. (Certified Nursing Assistant)

Licensed by Department of Health Services of Wisconsin

- Classroom/Lab Training
- Small Class Size (14 or less)
- Clinicals
- 3-Week Day Classes
- 6-Week Night Classes

Job Placement Support

In addition to training, we assist our students by identifying and encouraging the skills needed to secure and maintain employment.

- Resume Development
- Pre-Interview Preparation
- Mock Interviews
- Networking Skills
- Job-Keeping Skills
- On-the-Job Training



FAST TRACK TO EMPLOYMENT

Computer & Clerical Training

- ➔ Fast Training Solution
- ➔ Flexible Scheduling - Start Any Time
- ➔ Individualized and Self-Paced Training
- ➔ Curriculum Designed by You

Training for C.N.A.

- ➔ Get Done Quickly (3-6 weeks)
- ➔ Highly Experienced Instructors
- ➔ Small Class Size

Job Placement Support

- ➔ Navigate Web-Based Applications
- ➔ One-on-One Guidance
- ➔ Tools for Today's Job Search

Learn a
NEWAY
to
success

WHAT OUR STUDENTS ARE SAYING

"I am happy to report that I was offered the job yesterday, and am now an employed CNA on the Surgery/Trauma unit. I can't thank you enough for aiding me on my journey to becoming a nurse."

"Just wanted to let you know I passed my state C.N.A. test! I couldn't have done it without you!"

"I wanted to say thank you for taking the time to teach us -- I really enjoyed your style of teaching. It meshed very well with my personality."

"Instructors in the Clerical programs are very knowledgeable, nice, and patient. I don't think I could have learned this material without this program."

"I liked the small-class environment. I like learning in an atmosphere where you get individualized attention and are able to work independently at the same time."

"I feel I learned more from the classes I took here than from any other school. The friendly support helped to create a positive learning experience. I can't say enough about my time at Neway."