

Computers (ICT)

Beginners

| COURSE CODE | TITLE | DAY | TIME | START DATE | WKS | PRICE £ | VENUE |
|-------------|------------------------------------|-------|---------------|------------|-----|---------|-------|
| 8FDAP5AACI | Computers: Introduction to | Mon | 13.00 - 15.00 | 15/09/2008 | 5 | £36.00 | BRC |
| 8FDAP5AATI | Computers: Introduction to | Tue | 18.00 - 20.00 | 23/09/2008 | 5 | £36.00 | WCE |
| 8FDAP5AAYI | Computers: Introduction to | Tues | 18.30 - 20.30 | 16/09/2008 | 5 | £36.00 | SWS |
| 8FDAP5ABAI | Computers: Introduction to | Wed | 13.00 - 15.00 | 17/09/2008 | 5 | £36.00 | WCE |
| 8FDAP5ABCI | Computers: Introduction to | Wed | 18.30 - 20.30 | 17/09/2008 | 5 | £36.00 | GEC |
| 8FDAP5ABNI | Computers: Introduction to | Thurs | 15.45 - 17.45 | 18/09/2008 | 5 | £36.00 | CHS |
| 8FDAP5ACGI | Computers: Introduction to | Mon | 10.00 - 12.00 | 15/09/2008 | 5 | £36.00 | THL |
| 8FDAP5ACJI | Computers: Introduction to | Mon | 12.45 - 14.45 | 15/09/2008 | 5 | £36.00 | FLL |
| 8FDAP5ACLI | Computers: Introduction to | Mon | 10.00 - 12.00 | 15/09/2008 | 5 | £36.00 | LAL |
| 8FDAP5ACNI | Computers: Introduction to | Mon | 10.00 - 12.00 | 15/09/2008 | 5 | £36.00 | CLL |
| 8FDAP5ACQI | Computers: Introduction to | Tues | 09.45 - 11.45 | 16/09/2008 | 5 | £36.00 | ANL |
| 8FDAP5ACSI | Computers: Introduction to | Tues | 12.30 - 14.30 | 16/09/2008 | 5 | £36.00 | STL |
| 8FDAP5ACZI | Computers: Introduction to | Wed | 13.00 - 15.00 | 17/09/2008 | 5 | £36.00 | POL |
| 8FDAP5ADFI | Computers: Introduction to | Thur | 13.00 - 15.00 | 18/09/2008 | 5 | £36.00 | MOL |
| 8FDAP5ADHI | Computers: Introduction to | Fri | 10.00 - 12.00 | 19/09/2008 | 5 | £36.00 | HEL |
| 8FDAP5ABBI | Internet & E Mail: Introduction to | Wed | 13.00 - 15.00 | 12/11/2008 | 6 | £43.20 | WCE |
| 8FDAP5ABDI | Internet & E Mail: Introduction to | Wed | 18.30 - 20.30 | 12/11/2008 | 6 | £43.20 | GEC |
| 8FDAP5ABPI | Internet & E Mail: Introduction to | Thurs | 15.45 - 17.45 | 13/11/2008 | 6 | £43.20 | CHS |

Moving on

| COURSE CODE | TITLE | DAY | TIME | START DATE | WKS | PRICE £ | VENUE |
|-------------|---|-------|---------------|------------|-------|---------|-------|
| 8FDAP5ACVI | Computer Workshop (RP) | Thurs | 10.00 - 12.00 | 01/10/2008 | 10/15 | POA | GAL |
| 8FDAP5AAAI | DTP - Creating Posters, Flyers & Cards (Using Publisher): Moving on to | Mon | 10.00 - 12.00 | 15/09/2008 | 5 | £36.00 | WCE |
| 8FDAP5ADCI | DTP - Creating Posters, Flyers & Cards Using Publisher: Introduction to | Wed | 15.15 - 17.15 | 12/11/2008 | 5 | £36.00 | POL |
| 8FDAP5ACEI | How to Keep your Family Safe on-line: Introduction to | Sat | 10.00 - 12.30 | 18/10/2008 | 1 | £9.00 | WCE |
| 8FDAP5ABFI | Internet & E Mail: Improvers | Wed | 19.00 - 21.00 | 12/11/2008 | 5 | £36.00 | WCE |
| 8FDAP5ABKI | Internet & E Mail: Improvers | Wed | 18.30 - 20.30 | 12/11/2008 | 5 | £36.00 | CHS |
| 8FDAP5ADEI | Internet & E Mail: Improvers | Wed | 10.00 - 12.00 | 12/11/2008 | 5 | £36.00 | FLL |
| 8FDAP5AADI | Internet & E Mail: Introduction to | Mon | 13.00 - 15.00 | 10/11/2008 | 6 | £43.20 | BRC |
| 8FDAP5AAVI | Internet & E Mail: Introduction to | Tue | 18.00 - 20.00 | 11/11/2008 | 6 | £43.20 | WCE |
| 8FDAP5ACHI | Internet & E Mail: Introduction to | Mon | 10.00 - 12.00 | 10/11/2008 | 6 | £43.20 | THL |
| 8FDAP5ACKI | Internet & E Mail: Introduction to | Mon | 12.45 - 14.45 | 10/11/2008 | 6 | £43.20 | FLL |
| 8FDAP5ACMI | Internet & E Mail: Introduction to | Mon | 10.00 - 12.00 | 10/11/2008 | 6 | £43.20 | LAL |
| 8FDAP5ACPI | Internet & E Mail: Introduction to | Mon | 10.00 - 12.00 | 10/11/2008 | 6 | £43.20 | CLL |
| 8FDAP5ACRI | Internet & E Mail: Introduction to | Tues | 09.45 - 11.45 | 11/11/2008 | 6 | £43.20 | ANL |
| 8FDAP5ACTI | Internet & E Mail: Introduction to | Tues | 12.30 - 14.30 | 11/11/2008 | 6 | £43.20 | STL |
| 8FDAP5ADAI | Internet & E Mail: Introduction to | Wed | 13.00 - 15.00 | 12/11/2008 | 6 | £43.20 | POL |

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|-------------|--|------|---------------|------------|---|--------|-----|
| 8FDAP5ADGI | Internet & E Mail: Introduction to | Thur | 13.00 - 15.00 | 13/11/2008 | 6 | £43.20 | MOL |
| 8FDAP5ADJI | Internet & E Mail: Introduction to | Fri | 10.00 - 12.00 | 14/11/2008 | 6 | £43.20 | HEL |
| 8FDAP5AANI | Internet & E-mail: Improvers | Tues | 13.00 - 15.00 | 16/09/2008 | 5 | £36.00 | WCE |
| 8FDAP5AAPI | Internet & E-mail: Improvers | Tues | 13.00 - 15.00 | 11/11/2008 | 5 | £36.00 | WCE |
| 8FDAP5AAFI | Open Source (Free) Software: Introduction to | Mon | 10.00 - 12.00 | 10/11/2008 | 5 | £36.00 | WCE |
| 8FDAP5ACYI | Powerpoint (for your digital Photos): Introduction to | Wed | 13.00 - 15.00 | 12/11/2008 | 5 | £36.00 | GAL |
| 8FDAP5AABI | Presentations - using Powerpoint: Moving On to | Mon | 10.00 - 12.00 | 10/11/2008 | 5 | £36.00 | WCE |
| 8FDAP5AAZI | Word Processing: Improvers | Tues | 18.30 - 20.30 | 11/11/2008 | 5 | £36.00 | SWS |
| 8FDAP5ABEI | Word Processing: Improvers | Wed | 19.00 - 21.00 | 17/09/2008 | 5 | £36.00 | WCE |
| 8FDAP5ABJI | Word processing: Improvers | Wed | 18.30 - 20.30 | 17/09/2008 | 5 | £36.00 | CHS |
| 8FDAP5ADB I | Word processing: Improvers | Wed | 15.15 - 17.15 | 17/09/2008 | 5 | £36.00 | POL |
| 8FDAP5ADDI | Word processing: Improvers | Wed | 10.00 - 12.00 | 17/09/2008 | 5 | £36.00 | FLL |

Qualification, Specialist & Business ICT

Skills for Interest

| COURSE CODE | TITLE | DAY | TIME | START DATE | WKS | PRICE £ | VENUE |
|-------------|--|-------|---------------|------------|-------|---------|-------|
| 8FDAP5AERI | Computer Skills Workshop: Improvers * | Wed | 10.00 - 12.00 | 10/09/2008 | 7 | £50.40 | CCC |
| 8FDAP5AESI | Computer Skills Workshop: Improvers * | Wed | 10.00 - 12.00 | 05/11/2008 | 7 | £50.40 | CCC |
| 8FDAP5ABVI | Computer Workshop: Improvers (RP) * | Thurs | 10.00 - 12.00 | 18/09/2008 | 10/15 | POA | GEC |
| 8FDAP5ACXI | Digital camera & downloading photos: Introduction to | Wed | 13.00 - 15.00 | 17/09/2008 | 5 | £36.00 | GAL |
| 8FDAP5ADMI | Digital cameras & downloading photos: Introduction to | Fri | 10.00 - 12.00 | 03/10/2008 | 8 | £57.60 | FRL |
| 8FDAP5AAKI | Photoshop: Digital Imaging: Introduction to | Mon | 10.00 - 12.00 | 15/09/2008 | 5 | £36.00 | WVH |

Skills for Work & Business

| COURSE CODE | TITLE | DAY | TIME | START DATE | WKS | PRICE £ | VENUE |
|-------------|--|-------|---------------|------------|-----|---------|-------|
| 8RFAP5AAXI | Book-Keeping using Excel: Introduction to * | Tues | 18.30 - 20.30 | 11/11/2008 | 6 | £43.20 | GEC |
| 8RFAP5ABGI | Book-Keeping, Manual: Introduction to * | Wed | 19.00 - 21.00 | 17/09/2008 | 5 | £36.00 | WCE |
| 8FDAP5AAWI | Document & Form Design | Tues | 18.30 - 20.30 | 16/09/2008 | 6 | £43.20 | GEC |
| 8FDAP5ABRI | DTP for Business Promotion | Thurs | 13.30 - 15.30 | 13/11/2008 | 5 | £36.00 | GEC |
| 8RFAP5ABQI | Excel Recording Cash Flow: Introduction to | Thurs | 13.30 - 15.30 | 18/09/2008 | 5 | £36.00 | GEC |
| 8FDAP5ABHI | Spreadsheets for Small Business Accounts: Introduction to * | Wed | 19.00 - 21.00 | 12/11/2008 | 5 | £36.00 | WCE |

Creative Computing

| COURSE CODE | TITLE | DAY | TIME | START DATE | WKS | PRICE £ | VENUE |
|-------------|---|------|---------------|------------|-----|---------|-------|
| 8FDAP5ABZI | Corel Draw for Design: Introduction to | Fri | 13.00 - 15.00 | 03/10/2008 | 8 | £57.60 | WCE |
| 8FDAP5AARI | Digital Cameras & Downloading Photos: Introduction to | Tues | 18.30 - 20.30 | 30/09/2008 | 8 | £57.60 | SLS |
| 8FDAP5ABXI | Digital camera & downloading photos: Introduction to | Fri | 13.00 - 15.00 | 03/10/2008 | 8 | £57.60 | WCE |
| 8FDXP5AAHI | Dreamweaver : Web Page Workshop- Improvers to Advanced (RP) * | Mon | 13.00 - 16.00 | 15/09/2008 | 6 | POA | WCE |
| 8FDXP5AAQI | Dreamweaver: Web Page Workshop: Improvers to Advanced (RP) * | Tues | 18.30 - 21.30 | 16/09/2008 | 6 | POA | WCE |
| 8FDAP5ACAI | Photoshop: Digital Imaging: Introduction to | Fri | 10.00 - 12.00 | 19/09/2008 | 5 | £36.00 | WHL |
| 8FDAP5ACCI | Photoshop: Digital Imaging: Introduction to | Sat | 10.00 - 12.30 | 29/11/2008 | 1 | £9.00 | WCE |
| 8FDXP5AAGI | Photoshop: Digital Imaging Workshop - Improvers to Advanced (RP) * | Mon | 09.30 - 12.30 | 15/09/2008 | 6/7 | POA | WHL |

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|------------|---|-------|---------------|------------|-----|--------|-----|
| 8FDXP5AAMI | Photoshop: Digital Imaging Workshop: Improvers to Advanced (RP) * | Tues | 09.30 - 12.30 | 16/09/2008 | 6 | POA | WCE |
| 8FDXP5ABSI | Photoshop: Digital Imaging Workshop: Improvers to Advanced (RP) * | Thurs | 13.00 - 16.00 | 18/09/2008 | 6/7 | POA | WCE |
| 8FDXP5ABTI | Photoshop: Digital Imaging Workshop: Improvers to Advanced (RP) * | Thurs | 18.30 - 21.30 | 18/09/2008 | 6/7 | POA | WCE |
| 8FDAP5ACBI | Photoshop: Improve & Restore Photos: Introduction | Fri | 10.00 - 12.00 | 14/11/2008 | 5 | £36.00 | WHL |
| 8FDAP5AALI | Photoshop: Improve & Restore Photos: Introduction to | Mon | 10.00 - 12.00 | 10/11/2008 | 5 | £36.00 | WVH |
| 8FDAP5ACDI | Photoshop: Improve & Restore Photos: Introduction to | Sat | 13.00 - 15.30 | 29/11/2008 | 1 | £9.00 | WCE |

Qualifications for Work

| COURSE CODE | TITLE | DAY | TIME | START DATE | WKS | PRICE £ | VENUE |
|-------------|--|-------|---------------|------------|----------|---------|-------|
| 8FDXP5ADPI | Clait/Clait Plus Workshop (RP) * | Mon | 18.00 - 21.00 | 15/09/2008 | 7/10 | POA | WCE |
| 8FDXP5ADZI | Clait/Clait Plus Workshop (RP) * | Fri | 09.30 - 12.30 | 19/09/2008 | 7/10 | POA | WCE |
| 8FDXP5AEBI | Clait/Clait Plus Workshop (RP) * | Tues | 6.30 - 9.00 | 16/09/2008 | 18/12 | POA | GEC |
| 8FDXP5ADSI | ECDL Advanced/Clait Plus Workshop - Levels 2 & 3 (RP) * | Tues | 13.00 - 16.00 | 16/09/2008 | 7/13 | POA | WCE |
| 8FDXP5ADVI | ECDL Workshop - levels 1, 2 & 3 (RP) * | Wed | 13.00 - 16.00 | 17/09/2008 | 10/23 | POA | WCE |
| 8FDXP5ADWI | ECDL Workshop - levels 1, 2 & 3 (RP) * | Wed | 18.30 - 21.30 | 17/09/2008 | 10/23 | POA | WCE |
| 8FDXP5ADRI | IT Qualification Workshop (RP) * | Tue | 09.30 - 12.30 | 16/09/2008 | 7 | POA | WCE |
| 8FDXP5ADTI | IT Qualification Workshop (RP) * | Wed | 09.30 - 12.30 | 17/09/2008 | 7/10 | POA | WCE |
| 8FDXP5ADXI | IT Qualification Workshop (RP) * | Thurs | 09.30 - 12.30 | 18/09/2008 | 10/15/23 | POA | WCE |
| 8FDXP5ADYI | IT Qualification Workshop (RP) * | Thu | 18.30 - 21.30 | 18/09/2008 | 10/15/23 | POA | WCE |
| 8FDXP5ADNI | IT Qualification Workshop (RP) * | Mon | 13.00 - 16.00 | 15/09/2008 | 10/15/23 | POA | WCE |
| 8FDXP5AEAI | IT Qualification Workshop (RP) * | Fri | 10.00 - 12.30 | 19/09/2008 | 18/12 | POA | GEC |
| 8FDXP5ADQI | Office & Admin Skills Word & Text Processing Qualifications (RP) * | Thurs | 19.00 - 21.00 | 25/09/2008 | 10 | POA | WCE |
| 8FRXP5AAJI | Sage: Computerised Accounting Workshop (RP) * | Mon | 18.30 - 21.30 | 15/09/2008 | 6 | POA | WCE |