

## Progression Routes

Progression routes for some of our courses:

start with:

Computing for Beginners,  
Computing for Christmas



Intermediate Computing / CLAIT  
ECDL → Advanced ECDL.

Camera/Computer/Printer



Digital Photography Techniques →  
Web Design / NC Digital Modules.

Intermediate Communication/  
New Directions



Higher Communication  
UHI degree.

Basic Computing



Computing for Improvers



## Our Resources in the North

- 8 laptop computers
- Mobile classroom
- Video Conferencing
- 2 Digital cameras
- Scanner
- Colour printer
- Fax machine
- Photocopier
- Classroom for 8 persons
- Wireless broadband internet connection
- LCD Projector
- Public access P.C.
- Community Library

Note your course times here:

Shetland College UHI, Lerwick,  
Shetland, ZE10PX

**Telephone:** 01595 771000

**Website:** [www.shetland.uhi.ac.uk](http://www.shetland.uhi.ac.uk)

**Email:** [shetland.college@shetland.uhi.ac.uk](mailto:shetland.college@shetland.uhi.ac.uk)



## North Mainland Learning Centre



*"Meeting the needs of learners  
throughout Shetland"*

**North Mainland Learning Centre  
North Mainland Community Office  
4 Havragord, Brae  
Shetland**

**Tel No: 01806 522126  
Mobile: 07771 856942  
[andrew.anderson@shetland.uhi.ac.uk](mailto:andrew.anderson@shetland.uhi.ac.uk)**

## About Us

Further and Higher level study is available throughout Shetland with Shetland College UHI and its Community Learning Centres.

There are lecturers based in 5 sites outwith the main College campus. These are: The North Isles, North Mainland, Whalsay, West Mainland and South Mainland.

However or wherever you choose to learn you can be sure of help from our friendly and supportive staff.

The North Mainland Learning Centre, located in the North Mainland Community Work Office in Brae, was chosen as it was central to the North Mainland area population base. It has a public library and P.C. with wheelchair access.

The North Mainland Lecturer also works out of the Community House at Firth, Mossbank which provides wheelchair access, 6 PCs, 2 laptops and a classroom. A variety of classes are also available at North Roe, Nesting and Urafirth Schools.

You can choose to learn in a range of ways:

- By attending daytime or evening classes
- By open learning with support at drop-in sessions
- Online learning
- By video conference lectures

You may be eligible for funding towards your learning or childcare costs, please contact your local Learning Centre for more information.



## Courses Available in North Mainland

**Contact North Mainland Learning Centre for details on course times and durations.**

**Free Courses! The below courses are free to all!**

**Camera - Computer - Printer** - Learn to save your photos onto a computer and edit your images.

**Communication** - Increase your skills in reading, writing and talking. **Opportunity to achieve an SQA qualification in Communication at Intermediate level**

**Computing For Christmas** - From designing cards/booklets to shopping on the Internet this course has Christmas all wrapped up!

**Digital Calendars** - Learn to download your photos and create a calendar with photos and text.

**Digital Family Trees** - Create written and photographic records of family members and create a family tree.

**Digital Photobook** - Learn to save photos and upload to create a photo album. Design your own album.

**Letters, Leaflets and Labels** - Improve your skills in writing and word processing letters, leaflets and posters, including Mail Merge and creating tables.

**Money Management** - Develop your knowledge about money and managing it. **Opportunity to achieve IFS Foundation certificate in Personal Finance.**

**New Directions** - CV Writing, Interview Skills, Essay Writing, Presentation Skills, Numeracy and **opportunity to achieve SQA qualifications in Communication and Numeracy**

**Numeracy** – Study in a class or through an open learning pack to increase numeracy skills. **Opportunity to achieve SQA qualification in Numeracy at Intermediate level**

**Support for Learning & Job Seeking - Drop-in** for tutor support, study skills, support with assignments, problem solving, application forms and going for job interviews

**The following courses have various fees, please check with your Learning Centre for more details as you may be eligible for ILA funding towards the cost.**

**CLAIT** - Study File Management module and a number of other modules e.g. e-Image creation. **Opportunity to achieve a recognised qualification**

**Communication at Higher** - Develop your ability to respond to and produce complex written and oral communication. **Opportunity to achieve an SQA qualification in Communication at Higher level**

**Computing for Beginners** - From start up to shutting down a computer, searching the web, saving & creating new documents, keyboard skills, using email & word processing.

**Computing for Improvers** - Improve your skills in letters, labels, posters, spreadsheets, tables, the Internet and any other computing you would like to improve on.

**Computing – Intermediate Level** - Looking at word processing, spreadsheets, managing files & using the Internet. **Opportunity to achieve SQA qualification in IT at Intermediate level.**

**Digital Photography Techniques (Improving your photos with Paintshop Pro)** Digital photo manipulation, simple editing, saving, print layouts, visual effects & restoring old photos

**European Computer Driving Licence** Study a variety of modules including Word Processing, Spreadsheets and Email/Internet. **Opportunity to achieve a recognised qualification**

**Literature 1** - Develop your skills in studying poems, stories and plays and learn how to analyse them. **Opportunity to achieve an SQA qualification in Literature at Higher level**

**NC Digital Media Modules** - Variety of Digital Photos, Moving images and internet Safety modules. **Opportunity to achieve an SQA qualification**

**Psychology—An Introduction** - Intro to social, developmental and cognitive psychology, history / origins, approaches, Who's Who in psychology Interesting case studies and experiments.

**Web Design for Beginners** - Create a new website & web pages through building & testing, page design, Inserting images & making links.