

Walls Public Hall

2011/12 Courses

To book a place on any of these courses, please phone 01595 810852 or email emily.garrick@shetland.uhi.ac.uk

Class	Time	Dates/Duration	Cost
Digital Family Trees	Wed 2-4pm	14 th Sept (10wks)	Free
Communication – Intermediate Level	Wed 4 – 5.30pm	Flexible from 14 th Sept (20wks)	Free
Numeracy – Intermediate Level	Wed 4-5.30pm	Flexible from 14 th Sept (20wks)	Free
European Computer Driving Licence (ECDL)	Wed 4-5.30pm	Flexible start from 14 th Sept	Various ILA funded / Fee Waiver
Word Processing & Presentation Applications – Advanced	Wed 4-5.30pm	Flexible start from 14 th Sept	£172 ILA funded
Microsoft Office 2007/2010: An Introduction	Wed 5.30pm – 7.30pm	14 th Sept (6wks)	£36 1/2 Concession / Fee Waiver
Movie Maker – make the most of Photos & Videos	Wed 2-4pm	11 th Jan (10wks)	£60 1/2 concession & Fee Waiver
Sage Accounting Software: An Introduction	Wed 5.30 – 7.30pm	11 th Jan (6wks)	£36 1/2 Concession / Fee Waiver
Support for Learning & Drop In	Wed 1-2pm	Flexible from 18 th April	Free
World Wide Web – An Introduction	Wed 2-4pm	18 th April (6wks)	Free

*To apply for **ILA funding** visit www.ilascotland.org.uk or 0808 100 1090

****Fee Waivers** pay the full cost of the course and are available to anyone on low income or in receipt of a means tested state benefit.