

## Administration/ Secretarial

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### OCR Text Processing

This is a recognised typing qualification, formerly known as RSA Wordprocessing. There are 3 levels available: Stage 1 (Beginners), Stage 2 (Intermediate) and Stage 3 (Advanced). All levels are taught in each class.

70246 / NCE1A	Newcastle	OCR Text Processing	Wednesday	09/09/2009	19/06/2010	17:30	19:30	£106.00	£60.00	£37.00	£23.20
70246 / NCE1B	Newcastle	OCR Text Processing	Wednesday	09/09/2009	19/06/2010	19:30	21:30	£106.00	£60.00	£37.00	£23.20

### Office Skills

This class offers the opportunity to complete a number of computer/admin qualifications such as Word/Text Processing, Medical/Legal Word Processing, Audio Transcription, Document Presentation & CLAIT. Ideal for those who wish to return to work.

70593 / NCD1A	Newcastle	Office Skills	Monday	07/09/2009	26/06/2010	09:15	13:15	£184.00	£92.00	£46.00	£18.40
70593 / NCE1A	Newcastle	Office Skills	Wednesday	09/09/2009	19/06/2010	19:30	21:30	£92.00	£46.00	£23.00	£9.20

## Art & Design

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### NOCN Creative Handmade Cards

Students will identify and use practical techniques to make handmade greeting cards. Items will be used such as mulberry paper, parchment, decoupage, iris folding, spirelli, wire and beads, funky foam, quilling and using materials such as velvet and wood

71380 / NCE1A	Newcastle	NOCN Creative Handmade Cards	Wednesday	09/09/2009	22/05/2010	19:00	21:30	£105.00	£63.00	£42.00	£29.40
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### NOCN Dressmaking And Tailoring

This leisure class covers all aspects of dressmaking and tailoring - both traditional and speed tailoring.

71402 / NCD1A	Newcastle	NOCN Dressmaking And Tailoring	Tuesday	08/09/2009	15/05/2010	14:00	16:30	£105.00	£63.00	£42.00	£29.40
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### NOCN Jewellery Design

This course is suitable for all age groups and levels of ability who are interested in creating pieces of jewellery.

70198 / NCE1A	Newcastle	NOCN Jewellery Design	Wednesday	09/09/2009	22/05/2010	09:30	12:00	£105.00	£63.00	£42.00	£29.40
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### NOCN Mosaic Design

Whether you are an old hand or an absolute beginner, this course will let you explore the fun and possibilities that mosaic can offer.

70203 / NCE1A	Newcastle	NOCN Mosaic Design	Tuesday	08/09/2009	15/05/2010	19:00	21:30	£105.00	£63.00	£42.00	£29.40
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### NOCN Painting For Pleasure

This painting class is for both beginners and experienced artists. This leisure class uses a variety of media and encourages you to be creative and show your individuality.

71371 / NCD1A	Newcastle	NOCN Painting For Pleasure	Wednesday	09/09/2009	22/05/2010	10:00	12:30	£110.00	£68.00	£47.00	£34.40
71371 / NCD1B	Newcastle	NOCN Painting For Pleasure	Wednesday	09/09/2009	22/05/2010	13:00	15:30	£110.00	£68.00	£47.00	£34.40
71371 / NCE1A	Newcastle	NOCN Painting For Pleasure	Wednesday	09/09/2009	22/05/2010	19:00	21:30	£110.00	£68.00	£47.00	£34.40

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### **NOCN Soft Furnishings**

This course is suitable for beginners or the more experienced. You will be instructed in a variety of techniques using hand and machine stitches and students have the opportunity to create stylish home furnishings

70618 / NCE1A	Newcastle	NOCN Soft Furnishings	Wednesday	09/09/2009	22/05/2010	19:00	21:30	£110.00	£68.00	£47.00	£34.40
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### **NOCN Tiffany Glass**

Tiffany stained glass is the traditional craft of joining pieces of glass together with copper foil using the original tiffany technique. Progress through the stages involved using your own design or a copy.

70206 / NCD1A	Newcastle	NOCN Tiffany Glass	Tuesday	08/09/2009	15/05/2010	11:00	13:30	£110.00	£68.00	£47.00	£34.40
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## Beauty & Holistic Therapies

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### **VTCT Level 3 Certificate Swedish Massage**

This course provides Swedish massage techniques and is the basis for progression to Level 3 Diploma in Body Massage or Sports Massage and other therapies.

70270 / NCEAA	Newcastle	VTCT Level 3 Certificate Swedish Massage	Wednesday	09/09/2009	30/01/2010	18:30	21:30	£92.00	£62.00	£47.00	£38.00
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## Business And Management

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### C&G Level 2 Certificate In Computerised Accounts

This course provides an excellent foundation in computerised accounting. Ideal for small businesses.

70568 / NCEAA	Newcastle	C&G Level 2 Certificate In Computerised Accounts	Monday	07/09/2009	30/01/2010	19:00	21:30	£65.00	£45.00	£35.00	£29.00
70568 / NCEEA	Newcastle	C&G Level 2 Certificate In Computerised Accounts	Monday	08/02/2010	26/06/2010	19:00	21:30	£65.00	£45.00	£35.00	£29.00

### Get That Job

A course designed to enhance prospects of getting employment.

71275 / NCEAA	Newcastle	Get That Job	Wednesday	25/11/2009	19/12/2009	19:00	21:30	£24.00			
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### IAB Level 2 Certificate Computerised Payroll

A Payroll Certificate validated by the International Association of Book-keepers

70138 / NCEAA	Newcastle	IAB Level 2 Certificate Computerised Payroll	Monday	01/02/2010	26/06/2010	18:00	21:00	£83.00	£57.00	£44.00	£36.20
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## Computing/Software Engineering/Networking

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### CompTIA A+ Essentials (Hardware & Software)

This course is for anyone who wishes to learn more on how to use CompTIA A+. The course confirms a person's ability to perform tasks such as installation, configuration, diagnosing, preventive maintenance and basic networking.

Entry Requirements: Basic computer skills. Additional Costs: Course Text Book, approx £25; Exams are optional and cost approx £67.

70366 / NCEAA	Newcastle	CompTIA A+ Essentials (Hardware & Software)	Wednesday	09/09/2009	06/02/2010	19:00	21:30	£44.00	£22.00	£11.00	£4.40
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## Early Years

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### C&G L2 NVQ Children's Care Learning & Development

This course is for those wishing to work with children in an early years setting.

0845 6007555	Newcastle	C&G L2 NVQ Children's Care Learning & Development	Monday	07/09/2009	26/06/2010	09:00	14:00	£594.00	£496.00	£447.00	£417.60
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### C&G L3 NVQ Children's Care Learning & Development

This course is suitable for you if you want to pursue a career in Early Years education. The course is the equivalent of 3 A Levels and therefore if you achieve the Diploma you will be able to progress to university.

0845 6007555	Newcastle	C&G L3 NVQ Children's Care Learning & Development	Wednesday	09/09/2009	19/06/2010	18:00	21:30	£564.00	£496.00	£462.00	£441.60
0845 6007555	Newcastle	C&G L3 NVQ Children's Care Learning & Development - Year 1	Tuesday	08/09/2009	12/06/2010	16:00	21:30	£564.00	£496.00	£462.00	£441.60
0845 6007555	Newcastle	C&G L3 NVQ Children's Care Learning & Development - Year 2	Monday	07/09/2009	26/06/2010	17:30	21:30	£136.00	£68.00	£34.00	£13.60

### EDEXCEL BTEC HNC Advanced Practice In Work With Children & Families

This Higher Level course is ideal for those working with children aged 0 - 8 years, wishing to gain a third level qualification.

0845 6007555	Newcastle	EDEXCEL BTEC HNC Advanced Practice In Work With Children & Families - Year 1	Wednesday	09/09/2009	19/06/2010	15:30	21:30	£417.00	£292.00	£229.50	£192.00
0845 6007555	Newcastle	EDEXCEL BTEC HNC Advanced Practice In Work With Children & Families - Year 2	Wednesday	09/09/2009	19/06/2010	15:30	21:30	£250.00	£125.00	£62.50	£25.00

## ESOL

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### **C&G Certificate In ESOL International (Reading Writing And Listening)**

Students will learn to communicate in English, from basic greetings at beginner level, to sophisticated and fluent language at advanced level. Classes are taught in a friendly environment using colourful and relevant resources

0845 6007555	Newcastle	C&G Certificate In ESOL International (Reading Writing And Listening)	Tuesday	08/09/2009	12/06/2010	17:30	21:30	£25.00	£25.00	£25.00	£25.00
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## Essential Skills

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### C&G Certificate In Adult Literacy

This course will help you improve your reading, writing and spelling skills. There are 5 levels, so whether you want to start from scratch at Entry Level, or get a GCSE equivalent qualification at Level 2, this class will accommodate you.

70029 / NCD1A	Newcastle	C&G Certificate in Adult Literacy	Friday	11/09/2009	12/06/2010	10:00	12:00	£0.00	£0.00	£0.00	£0.00
70029 / NCD1B	Newcastle	C&G Certificate In Adult Literacy	Thursday	10/09/2009	12/06/2010	10:00	12:00	£0.00	£0.00	£0.00	£0.00
70029 / NCE1A	Newcastle	C&G Certificate in Adult Literacy	Monday	07/09/2009	26/06/2010	18:30	20:30	£0.00	£0.00	£0.00	£0.00

### C&G Certificate In Adult Numeracy

This course will help you to understand, use and calculate figures in the areas of maths which you are likely to come across in your daily lives.

70030 / NCD1B	Newcastle	C&G Certificate in Adult Numeracy	Wednesday	09/09/2009	19/06/2010	13:00	15:00	£0.00	£0.00	£0.00	£0.00
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## GCSE

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### AQA GCSE In Mathematics B (Modular)

This course is suitable if you have recently completed AQA modular GCSE Mathematics.

71230 / NCE1A	Newcastle	AQA GCSE In Mathematics B (Modular)	Tuesday	08/09/2009	12/06/2010	19:00	21:30	£124.00	£76.00	£52.00	£37.60
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### CCEA GCSE English

GCSE English has been identified by Government and Employers as being necessary to increased performance in education, training and industry and to raise the skills level of the whole workforce.

70066 / NCE1A	Newcastle	CCEA GCSE English	Wednesday	09/09/2009	19/06/2010	19:00	21:30	£124.00	£76.00	£52.00	£37.60
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## Health And Care

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### CPCAB Level 2 Certificate Introduction To Counselling Skills

A 30 hour stand alone 'taster' course that will introduce students to listening and helping skills, which can be used in everyday life. It is also for those who wish to test their suitability for a more in depth training.

0845 6007555	Newcastle	CPCAB Level 2 Certificate Introduction To Counselling Skills	Monday	07/09/2009	22/11/2009	18:00	21:30	£100.00	£82.00	£73.00	£67.60
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### EDEXCEL L2 NVQ Health & Social Care

This is a practical, hands-on course for those who are working in or hope to work in the health and social care field. The Level 2 qualification is a requirement for employment in many areas.

70404 / NCD1A	Newcastle	EDEXCEL L2 NVQ Health & Social Care - Year 1	Friday	11/09/2009	12/06/2010	09:00	15:00	£582.00	£484.00	£435.00	£405.60
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### EDEXCEL L3 NVQ Health & Social Care

This is a course for those who are working in or who hope to work in the health and social sector, in a supervisory capacity.

0845 6007555	Newcastle	EDEXCEL L3 NVQ Health & Social Care - Year 1	Friday	11/09/2009	12/06/2010	09:00	15:00	£636.00	£511.00	£448.50	£411.00
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## Horticulture

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### NOCN Gardening

An introduction to the basics of Gardening. Course delivery is by a combination of lectures, practical work and garden visits. Students will look at the basics of gardening including: plant selection; propagation; soil cultivation; pests and diseases.

70193 / NCDAA	Newcastle	NOCN Gardening	Friday	11/09/2009	22/02/2010	10:00	12:00	£65.00	£43.00	£32.00	£25.40
70193 / NCDAB	Newcastle	NOCN Gardening	Friday	11/09/2009	23/01/2010	10:00	12:00	£65.00	£43.00	£32.00	£25.40
70193 / NCDEA	Newcastle	NOCN Gardening	Friday	05/02/2010	12/06/2010	10:00	12:00	£65.00	£43.00	£32.00	£25.40

### RHS Level 2 Certificate Horticulture

This course includes: growing flowers, vegetables and fruit; soils and soil fertility; plant propagation; plant diseases & pests; glass house crops; lawns; botany; trees & shrubs.

Entry Requirements: C&G Certificate in Gardening (beneficial but not essential)

70494 / NCE1A	Newcastle	RHS Level 2 Certificate Horticulture - Year 1	Tuesday	08/09/2009	12/06/2010	18:30	21:30	£152.00	£94.00	£65.00	£47.60
70494 / NCE2A	Newcastle	RHS Level 2 Certificate Horticulture - Year 2	Tuesday	08/09/2009	12/06/2010	18:30	21:30	£116.00	£58.00	£29.00	£11.60

## Hospitality & Catering

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### **CIEH Level 2 Award In Food Safety In Catering**

To provide candidates with the knowledge that will allow them to work within legislative guidelines in the food sector

70352 / NCDEA	Newcastle	CIEH Level 2 Award In Food Safety In Catering	Thursday	24/09/2009	10/10/2009	09:30	13:30	£59.00			
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## ICT

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### BCS Advanced ECDL - Databases

Progression from ECDL, covering advanced features of Database

71010 / NCDEA	Newcastle	BCS Advanced ECDL - Databases	Tuesday	02/02/2010	26/06/2010	09:30	12:30	£61.00	£47.00	£40.00	£35.80
71010 / NCDEB	Newcastle	BCS Advanced ECDL - Databases	Tuesday	02/02/2010	26/06/2010	09:30	12:30	£61.00	£47.00	£40.00	£35.80
71010 / NCDEC	Newcastle	BCS Advanced ECDL - Databases	Wednesday	03/02/2010	19/06/2010	13:30	16:30	£61.00	£47.00	£40.00	£35.80
71010 / NCEEA	Newcastle	BCS Advanced ECDL - Databases	Monday	01/02/2010	26/06/2010	18:30	21:30	£61.00	£47.00	£40.00	£35.80

### BCS Advanced ECDL - Presentation

Progression from ECDL, covering advanced features of Powerpoint. ECDL Advanced is taught using Microsoft Office. There will be sessions available using both Office 2003 and Office 2007.

70014 / NCDA A	Newcastle	BCS Advanced ECDL - Presentation	Tuesday	08/09/2009	30/01/2010	09:30	12:30	£61.00	£47.00	£40.00	£35.80
70014 / NCEAA	Newcastle	BCS Advanced ECDL - Presentation	Monday	07/09/2009	30/01/2010	18:30	21:30	£61.00	£47.00	£40.00	£35.80

### BCS Advanced ECDL - Spreadsheets

Progression from ECDL, covering advanced features of MS Excel spreadsheets. ECDL Advanced is taught using Microsoft Office. There will be sessions available using both Office 2003 and Office 2007.

70016 / NCDEA	Newcastle	BCS Advanced ECDL - Spreadsheets	Wednesday	03/02/2010	26/06/2010	14:00	17:00	£61.00	£47.00	£40.00	£35.80
70016 / NCEEA	Newcastle	BCS Advanced ECDL - Spreadsheets	Monday	01/02/2010	26/06/2010	18:30	21:30	£61.00	£47.00	£40.00	£35.80

### BCS Advanced ECDL - Wordprocessing

Progression from ECDL, covering advanced features of Word Processing. ECDL Advanced is taught using Microsoft Office. There will be sessions available using both Office 2003 and Office 2007.

70983 / NCDA A	Newcastle	BCS Advanced ECDL - Wordprocessing	Wednesday	09/09/2009	30/01/2010	14:00	17:00	£61.00	£47.00	£40.00	£35.80
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Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
70983 / NCEAA	Newcastle	BCS Advanced ECDL - Wordprocessing	Monday	07/09/2009	30/01/2010	18:30	21:30	£61.00	£47.00	£40.00	£35.80
70983 / NCEEA	Newcastle	BCS Advanced ECDL - Wordprocessing	Monday	08/02/2010	26/06/2010	18:30	21:30	£61.00	£47.00	£40.00	£35.80

### BCS Level 2 Award In Creative Digital Media (Digital Cre8or)

The BCS Digital Creator Award provides the necessary skills to make the most of your PC in creating and sharing digital media

71307 / NCDEA	Newcastle	BCS Level 2 Award In Creative Digital Media (Digital Cre8or)	Wednesday	10/02/2010	14/06/2010	09:00	11:00	£97.00	£73.00	£61.00	£53.80
71307 / NCEEA	Newcastle	BCS Level 2 Award In Creative Digital Media (Digital Cre8or)	Monday	08/02/2010	26/06/2010	19:00	21:30	£97.00	£73.00	£61.00	£53.80

### Buying Safely On The Internet

An introduction to online shopping including online safety.

71278 / NCDAA	Newcastle	Buying Safely On The Internet	Monday	23/11/2009	19/12/2009	11:15	13:45	£24.00			
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### Buying Safely On The Internet (BCS E-Citizen)

e-Citizen is a fun and simple way for people to use to learn how to use the internet and email

70636 / NCDEA	Newcastle	Buying Safely On The Internet (BCS E-Citizen)	Monday	08/02/2010	26/06/2010	09:15	11:15	£68.00	£48.00	£38.00	£32.00
70636 / NCDEB	Newcastle	Buying Safely On The Internet (BCS E-Citizen)	Tuesday	09/02/2010	19/06/2010	09:15	11:15	£68.00	£48.00	£38.00	£32.00

### European Computer Driving Licence (ECDL)

ECDL consists of 7 units: Basic Concepts of IT; File Management; Word Processing; Spreadsheets; Databases; Presentation and Information & Communication. This course is taught using Microsoft Office.

Entry Requirements: CLAIT or equivalent.

70124 / NCE1A	Newcastle	European Computer Driving Licence (ECDL - Microsoft Office 2007)	Tuesday	08/09/2009	12/06/2010	18:30	21:30	£215.00	£147.00	£113.00	£92.60
70124 / NCD1A	Newcastle	European Computer Driving Licence (ECDL)	Wednesday	09/09/2009	19/06/2010	09:30	12:30	£215.00	£147.00	£113.00	£92.60

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### MCAS Microsoft Certified Application Specialist

The Microsoft Certified Application Specialist (MCAS) qualification is part of the Microsoft Business Certification Series. MCAS proves candidates have demonstrated proficiency in the New 2007 Microsoft Office System.

Additional costs: Course fee includes one text book and one exam. Additional text books and exams will be charged separately.

71167 / NCD1A	Newcastle	MCAS Microsoft Certified Application Specialist	Monday	07/09/2009	26/06/2010	09:30	12:00	£80.00	£40.00	£20.00	£8.00
71167 / NCD1B	Newcastle	MCAS Microsoft Certified Application Specialist	Wednesday	14/10/2009	19/06/2010	14:30	17:30	£80.00	£40.00	£20.00	£8.00
71167 / NCE1A	Newcastle	MCAS Microsoft Certified Application Specialist	Tuesday	08/09/2009	12/06/2010	19:00	21:30	£80.00	£40.00	£20.00	£8.00

### NOCN Introduction To Desktop Publishing

This course will provide you with a basic understanding of desktop publishing.

70924 / NCEAA	Newcastle	NOCN Introduction To Desktop Publishing	Wednesday	09/09/2009	23/01/2010	19:00	21:30	£77.00	£49.00	£35.00	£26.60
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### NOCN Introduction To Internet & Email

An introduction to Internet and Email for students with no prior experience. Students will learn practical skills on how to access the Internet, use search engines and order on-line as well as how to send and receive emails.

Entry Requirements: OCN Introduction to the PC

70224 / NCDAA	Newcastle	NOCN Introduction To Internet & Email	Friday	11/09/2009	30/01/2010	09:15	11:15	£65.00	£43.00	£32.00	£25.40
70224 / NCDAB	Newcastle	NOCN Introduction To Internet & Email	Friday	18/09/2009	06/02/2010	11:15	13:15	£65.00	£43.00	£32.00	£25.40
70224 / NCDEA	Newcastle	NOCN Introduction To Internet & Email	Monday	01/02/2010	26/06/2010	09:15	11:15	£65.00	£43.00	£32.00	£25.40

### NOCN Introduction To The PC

An introduction to the Personal Computer (PC) for students with no prior computer experience. Students will learn how to use the computer and produce simple word processing documents.

Entry Requirements: No Previous Knowledge required.

70225 / NCDAB	Newcastle	NOCN Introduction To The PC	Monday	07/09/2009	30/01/2010	09:15	11:15	£65.00	£43.00	£32.00	£25.40
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Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### OCR Level 1 Certificate For IT Users (New CLAIT)

Students will complete 3 units: File Management & e-Document Production (creating files and folders, using wordprocessing software); Creating Spreadsheets and Graphs: On-line Communication (using the Internet and e-mail)

70236 / NCD1A	Newcastle	OCR Level 1 Certificate For IT Users (New CLAIT)	Monday	07/09/2009	26/06/2010	11:15	13:15	£105.00	£59.00	£36.00	£22.20
70236 / NCEAA	Newcastle	OCR Level 1 Certificate For IT Users (New CLAIT)	Monday	07/09/2009	26/06/2010	19:00	21:00	£105.00	£59.00	£36.00	£22.20

### OCR Level 2 Certificate For IT Users (Clait Plus)

The OCR Level 2 Certificate will equip learners with a broad range of transferable skills to meet the demands of the modern workplace.

70470 / NCD1A	Newcastle	OCR Level 2 Certificate For IT Users (Clait Plus)	Tuesday	08/09/2009	12/06/2010	09:15	11:15	£110.00	£64.00	£41.00	£27.20
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### Return To Work - ICT

This programme will provide you with a number of industry-recognised qualifications, enabling you to enter the IT and software industries.

71304 / NCDEA	Newcastle	Return To Work - ICT	Thursday/Friday	11/02/2010	29/05/2010	09:00	17:00	£0.00	£0.00	£0.00	£0.00
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### Teaching Old Dogs New Tricks/Computers

Beginners computer course

71280 / NCE1A	Newcastle	Teaching Old Dogs New Tricks/Computers	Monday	23/11/2009	19/12/2009	19:00	21:30	£24.00			
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### Tracing Your Ancestors

An introduction to family history

71279 / NCEAA	Newcastle	Tracing Your Ancestors	Tuesday	24/11/2009	19/12/2009	19:00	21:30	£24.00			
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## Languages

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### Holiday French

A leisure course which enables holiday-makers to deal with day-to-day situations at a basic level.

Students will be required to purchase a language pack at approx £15

70132 / NCEEA	Newcastle	Holiday French	Tuesday	02/03/2010	05/06/2010	19:30	21:30	£60.00			
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### Holiday Italian

A leisure course which enables holiday-makers to deal with day-to-day situations at a basic level.

Students will be required to purchase a language pack at approx £15

70135 / NCEEA	Newcastle	Holiday Italian	Tuesday	02/02/2010	29/05/2010	19:30	21:30	£60.00			
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### Holiday Spanish

A leisure course which enables holiday makers to deal with day to day situations at a basic level.

Students will be required to purchase a language pack at approx £15

70137 / NCEEA	Newcastle	Holiday Spanish	Tuesday	02/03/2010	05/06/2010	19:30	21:30	£60.00			
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### Irish for Beginners

A leisure course which enables holiday-makers to deal with day-to-day situations at a basic level. Students will be required to purchase a language pack at approx £15

70534 / NCE1A	Newcastle	Irish For Beginners	Wednesday	09/09/2009	19/06/2010	19:00	21:00	£164.00			
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Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### **NOCN Italian 1 (Level 1 Award)**

This is an excellent course for beginners who wish to acquire a basic knowledge of the language. The course offers progression to NOCN Level 1 (Year 2).

Extra materials required include: course book at approximately £15, and CDs which are optional at approximately £25.

70226 / NCE1A	Newcastle	NOCN Italian 1 (Level 1 Award)	Wednesday	09/09/2009	12/06/2010	19:00	21:00	£114.00	£70.00	£48.00	£34.80
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### **NOCN Spanish 2 (Level 1 Cert)**

This is an excellent course if you wish to extend your basic language skills. The course offers progression to NOCN Level 2 (Year 1).

Extra materials required include: course book at approximately £13, and CDs which are optional at approximately £30.

70231 / NCE1A	Newcastle	NOCN Spanish 2 (Level 1 Cert)	Monday	07/09/2009	12/06/2010	19:00	21:00	£114.00	£70.00	£48.00	£34.80
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## Media

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### ABC Level 3 Award In Photojournalism

This course focuses on developing skills and understanding of identifying, researching, photographing and writing photojournalistic stories and subjects.

71173 / NCD1A	Newcastle	ABC Level 3 Award In Photojournalism	Thursday	10/09/2009	12/06/2010	10:15	12:15	£101.00	£63.00	£44.00	£32.60
71173 / NCD1A	Newcastle	ABC Level 3 Award In Photojournalism	Thursday	10/09/2009	12/06/2010	10:15	12:15	£101.00	£63.00	£44.00	£32.60
71173 / NCE1A	Newcastle	ABC Level 3 Award In Photojournalism	Tuesday	08/09/2009	12/06/2010	19:00	21:00	£101.00	£63.00	£44.00	£32.60
71173 / NCE1A	Newcastle	ABC Level 3 Award In Photojournalism	Tuesday	08/09/2009	12/06/2010	19:00	21:00	£101.00	£63.00	£44.00	£32.60

## Music

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### **NOCN Guitar**

This course is suited to all ages, the only requirement is enthusiasm. If you have ever wanted to pick up the guitar, join a band or just simply play for your own pleasure, this course is for you.

71385 / NCE1A	Newcastle	NOCN Guitar	Monday	07/09/2009	29/05/2010	19:00	21:30	£105.00	£63.00	£42.00	£29.40
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## Photography

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### **NOCN Digital Photography**

This course provides an introduction to digital photography for new digital camera owners, enabling you to become more competent in the use of digital cameras and associated software.

70461 / NCD1A	Newcastle	NOCN Digital Photography	Wednesday	09/09/2009	22/05/2010	09:30	12:00	£105.00	£63.00	£42.00	£29.40
70461 / NCE1A	Newcastle	NOCN Digital Photography	Wednesday	09/09/2009	22/05/2010	19:00	21:30	£105.00	£63.00	£42.00	£29.40

## Sport & Recreation

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### Bridge

Classes outlining the basics of the game and progressing to strategies and game-play.

70304 / NCEEA	Newcastle	Bridge - Improvers	Tuesday	24/11/2009	19/12/2009	19:00	21:30	£24.00			
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### Bridge - Improvers

This course contains a mixture of theory and practical to help improve your bridge skills.

70023 / NCEEA	Newcastle	Bridge - Improvers	Tuesday	02/02/2010	12/06/2010	19:00	21:00	£76.00			
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### Tai Chi

Tai Chi is a moving form combining yoga and meditation. The aim of Tai Chi is to foster a calm and tranquil mind, focused on the precise execution of these exercises.

70507 / NCDAA	Newcastle	Tai Chi	Tuesday	08/09/2009	12/06/2010	10:30	12:00	£127.00			
70507 / NCEEB	Newcastle	Tai Chi	Monday	07/09/2009	26/06/2010	19:30	21:00	£127.00			

## Training & Development

Code	Location	Title	Day(s)	Start Date	Week Ending	Start Time	End Time	Full Fee	Con Fee 1	Con Fee 2	Con Fee 3
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### OCR Level 3 Award In Assessing Candidates Using A Range Of Methods

This course will provide you with a recognised qualification if you are technically competent. On completion, this qualification will enable you to assess NVQ programmes of study.

70620 / NCE1A	Newcastle	OCR Level 3 Award In Assessing Candidates Using A Range Of Methods	Tuesday	08/09/2009	12/06/2010	19:30	21:30	£235.00	£145.00	£100.00	£73.00
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### OCR Level 4 Award In Conducting Internal Quality Assurance Of The Assessment Process

This internal verifier's qualification is aimed at assessors who have a minimum 1 year's experience, and hold D32/D33 or A1 Unit.

0845 6007555	Newcastle	OCR Level 4 Award In Conducting Internal Quality Assurance Of The Assessment Process	Tuesday	08/09/2009	12/06/2010	19:30	21:30	£235.00	£145.00	£100.00	£73.00
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