

This project is funded by:



# computer courses for jobseekers

## FREE UNTIL JULY 2012

**RUN BY NEW COLLEGE AT NOVA HREOD LEARNING CENTRE,  
AKERS WAY, MOREDON, SN2 2NQ**

For those currently seeking employment, receiving Job Seekers Allowance or Employment Support Allowance or for those who do not already hold a level 2 qualification.\* Come along to our conveniently placed Adult Learning Centre within the grounds of Nova Hreod School. We offer a relaxed and friendly learning environment for adults with qualified staff on hand to encourage and support. Open three mornings a week with flexible study hours to suit you.

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### **Courses on offer include:**

#### **ITQ1 (ECDL Essentials)**

60 hours of learning. Choose three modules from Word Processing, Spreadsheets, User Fundamentals and Internet/Email

#### **ITQ2 (ECDL Extra)**

80 hours of learning. Choose three modules from Word Processing, Spreadsheets, Presentations and Databases. Plus a fourth module to show you can put what you have learned into practice.

#### **ITQ3 (ECDL Advanced)**

35 hours of learning for each individual module. Choose between Word Processing, Spreadsheets, Presentations, and Databases

**For further details please phone 01793 525554 or email [stephanie.dowson@newcollege.ac.uk](mailto:stephanie.dowson@newcollege.ac.uk)  
Alternatively, visit our website at [www.newcollege.ac.uk](http://www.newcollege.ac.uk)**

We also offer these courses to those not entitled to free courses, please contact us for details of cost.

\*Exceptions may apply