



Ace of Clubs in partnership with Morley College will be running

INTRODUCTION TO COMPUTER SKILLS COURSE

What will you learn?

You will be introduced to key computer skills and develop these as the course progresses. You will improve your Word skills and find out how to apply for jobs online, research information on the internet and learn about online safety. You will also be able to gain a City and Guilds qualification at the end of the course, depending on your level. To join this course, you will need to attend the assessment session on 7 June (see below for details).

Dates and Times

Assessment session:

Friday, 7 June 2019, 09.45-11.45am

Course dates

Thursday **and** Friday, 13 June – 12 July 2019, 09.45-11.45am

Location

Ace of Clubs, St Alphonsus Road, London, SW4 7AS

For more information and to reserve a place

Please speak to Sarah or phone 020 7720 2811.



www.morleycollege.ac.uk

