

COMPUTER COURSES!!

SEAFORD/MOANA NEIGHBOURHOOD CENTRE has a variety of high quality computer courses available for tuition. It doesn't matter if you are a complete novice or a more advanced student, there is something here for everyone! If you are wanting to gain skills for employment, business, school, your hobbies or your home, then let our university trained tutors teach you in easy-to-understand terms. Each course represents incredible value for money. To complete the same content at any other educational facility would cost you three to four times as much!

We have arguably the best computer learning facility in the Southern area - one computer terminal per person (no need to share!), powerful computers, HUGE 22 inch screens, and no overcrowded classrooms (maximum of only 6 students per class - that's nearly one-on-one tutoring!!) Come and see our newly renovated computer room and check out some of the courses below:

- Computers for Beginners
- Publishers Stage 1
- Video Editing Stage 1
- Beginners/Vista Stage 2
- Publishers Stage 2
- Video Editing Stage 2
- Keyboard Skills
- PowerPoint Stage 1
- Video Editing Stage 3
- Word Processing Stage 1
- PowerPoint Stage 2
- Introduction to Excel
- Word Processing Stage 2
- Computer Club
- Introduction to MYOB
- Word Processing Stage 3
- Digital Cameras
- Family Tree
- Internet Stage 1
- Photo Editing Stage 1
- Digital ScrapBooking
- Internet Stage 2
- Photo Editing Stage 2
- Touch Typing
- Internet Stage 3
- PhotoStory
- Web Page Creation

For full course descriptions and other info visit our website at www.smnc.com.au or contact the centre on 83863319 or just come and see us at Beechwood Grove Seaford.

Session 1*

Course Name	Day	Start Date	Start Time
Computers for Beginners XP/Vista	Monday	10/05/10	9:00am
Internet 1	Monday	10/05/10	11:00am
Publisher 1	Monday	10/05/10	1:00pm
Computer Club	Tuesday	11/05/10	9:00am
Keyboard Skills	Tuesday	11/05/10	11:00am
Word Processing 1	Tuesday	11/05/10	1:00pm
Word Processing 1	Tuesday	11/05/10	7:00pm
PowerPoint 1	Wednesday	12/05/10	9:00am
Excel	Wednesday	12/05/10	11:00am
Family Tree	Wednesday	12/05/10	1:00pm
Digital Cameras	Thursday^	13/05/10	9:00am
Photo Story	Thursday^	13/05/10	11:00am
Word Processing 2	Thursday	13/05/10	1:00pm
Intro to MYOB	Thursday	13/05/10	7:00pm
Video Editing 1	Friday^	14/05/10	9:00am
Photo Editing 1	Friday^	14/05/10	11:00am
Intro to MYOB	Friday	14/05/10	1:00pm
Computers for Beginners	Saturday	15/05/10	9:00am
Internet 1	Saturday	29/05/10	9:00am

Session 2*

Course Name	Day	Start Date	Start Time
Word Processing 1	Monday	07/06/10	9:00am
Internet 2	Monday	07/06/10	11:00am
Publisher 2	Monday	07/06/10	1:00pm
Computer Club	Tuesday	08/06/10	9:00am
Web Page	Tuesday	08/06/10	11:00am
Word Processing 2	Tuesday	08/06/10	1:00pm
Word Processing 2	Tuesday	08/06/10	7:00pm
PowerPoint 2	Wednesday	09/06/10	9:00am
Intro to MYOB	Wednesday	09/06/10	11:00am
Beginners 2/Vista 2	Wednesday	09/06/10	1:00pm
Photo Editing 1	Thursday^	10/06/10	9:00am
Computers for Beginners	Thursday^	10/06/10	11:00am
Word Processing 3	Thursday	10/06/10	1:00pm
Excel	Thursday	10/06/10	7:00pm
Video Editing 2	Friday^	11/06/10	9:00am
Photo Editing 3	Friday^	11/06/10	11:00am
ScrapBooking	Friday	11/06/10	1:00pm
Internet 2	Saturday	12/06/10	9:00am
Computers for Beginners	Saturday	26/06/10	9:00am

All courses are approx. 8 hours in duration. Weekday classes are run over four weeks (2hrs/class). Night classes are run over three weeks (2hrs the first week, 3hrs the next two). Saturday classes are run over two weeks (4hrs both Saturdays).

^ Free Crèche available for Thursday and Friday morning classes.

*Timetable subject to change.