

Summer 2017 - August 2017

Wednesday Evening

Day	Date	Session	Module Number	Module Name	Time and Duration	N.B.
Wednesday	16/08/2017	Lesson	3	Word Processing (Microsoft Office Word) Lesson	5:00pm - 8:30pm (3 hours and 30 min)	Wednesday 16 August 2017 5:00pm - 8:30pm (3 hours and 30 min)
Wednesday	23/08/2017	Lesson	4	Spreadsheets (Microsoft Office Excel) Lesson	5:00pm - 8:30pm (3 hours and 30 min)	Wednesday 23 August 5:00pm - 8:30pm (3 hours and 30 min)
Wednesday	30/08/2017	Lesson	6	Presentation (Microsoft Office PowerPoint) Lesson	5:00pm - 7:00pm (2 Hours)	
Wednesday	06/09/2017	Lesson	1	IT Security Lesson	5:00pm - 7:00pm (2 Hours)	
Wednesday	13/09/2017	Lesson	2	Computer Essentials Lesson	5:00pm - 7:00pm (2 Hours)	
Wednesday	20/09/2017	Lesson	5	Databases (Microsoft Office Access) Lesson	5:00pm - 7:00pm (2 Hours)	
Friday	22/09/2017	Lesson	5 and 7	Databases (Microsoft Office Access) and Online Essentials Lesson	4:00pm - 7:00pm (3 Hours)	Friday 22 September 2017 4:00pm - 7:00pm (3 Hours)
Wednesday	27/09/2017	Lesson	7	Online Essentials Lesson	5:00pm - 7:00pm (2 Hours)	

Students who would feel the need to attend extra sessions would pay a fee for such extra sessions (extra sessions are optional and not compulsory).