Winter - March 2018					
Thursday (Evening)					
Day	**Date**	**Session**	**Module Number**	**Module Name**	**Time and Duration**
Thursday	22/03/2018	**Lesson**	3	Word Processing (Microsoft Office Word) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
Thursday	29/03/2018	**Lesson**	3	Word Processing (Microsoft Office Word) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
Thursday	12/04/2018	**Lesson**	6	Presentation (Microsoft Office PowerPoint) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
Thursday	26/04/2018	**Lesson**	4	Spreadsheets (Microsoft Office Excel) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
Thursday	10/05/2018	**Lesson**	5	Databases (Microsoft Office Access) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
Thursday	17/05/2018	**Lesson**	5	Databases (Microsoft Office Access) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
Thursday	31/05/2018	**Lesson**	2	Computer Essentials **Lesson**	5:30pm - 8:00pm (2.5 Hours)
	07/06/2018	**Holiday**			
Thursday	21/06/2018	**Lesson**	1	IT Security **Lesson**	5:30pm - 8:00pm (2.5 Hours)
Thursday	05/07/2018	**Lesson**	7	Online Essentials **Lesson**	5:30pm - 8:00pm (2.5 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).					