

## March 2019 - Thursday Evening - 16

### First Sessions: Thursday 21 March 2019

Date	Session	Module Number	Module Name	Time and Duration
Thursday 21 March 2019	<b>Lesson</b>	3	Word Processing (Microsoft Office Word) <b>Lesson</b>	5:30pm - 8:00pm (2.5 Hours)
Thursday 28 March 2019	<b>Lesson</b>	3	Word Processing (Microsoft Office Word) <b>Lesson</b>	5:30pm - 8:00pm (2.5 Hours)
Thursday 4 April 2019	Official ECDL Atlas Cloud Diagnostic Test - EnlightKS ECDL - Diag. Eng - Timed (an optional extra session) - This is the first Extra session and this first extra session is Free of charge.	3	Word Processing (Microsoft Office Word) Extra Session	5:30pm - 7:15pm (1.75 Hours)
Thursday 11 April 2019	<b>Lesson</b>	5	Databases (Microsoft Office Access) <b>Lesson</b>	5:30pm - 8:00pm (2.5 Hours)
Thursday 25 April 2019	<b>Lesson</b>	4	Spreadsheets (Microsoft Office Excel) <b>Lesson</b>	5:30pm - 8:00pm (2.5 Hours)
Thursday 9 May 2019	<b>Lesson</b>	6	Presentation (Microsoft Office PowerPoint) <b>Lesson</b>	5:30pm - 8:00pm (2.5 Hours)
Thursday 23 May 2019	<b>Lesson</b>	2	Computer Essentials <b>Lesson</b>	5:30pm - 8:00pm (2.5 Hours)
Thursday 6 June 2019	<b>Lesson</b>	1	IT Security <b>Lesson</b>	5:30pm - 8:00pm (2.5 Hours)
Thursday 20 June 2019	<b>Lesson</b>	7	Online Essentials <b>Lesson</b>	5:30pm - 8:00pm (2.5 Hours)

Resits and extra sessions (additional sessions) are available at CMC and are against payment.