



Dún Laoghaire College of Further Education

Evening Courses

2010 - 2011



ENROLMENT PROCEDURE

You may choose the following options when enrolling for a course:

1. ENROLMENT ONLINE

You may enrol and pay online by logging on to our college website: www.dlcfe.ie

2. PERSONAL ENROLMENT AT THE COLLEGE

September (Autumn Courses) 2010

Mon 28th June – Fri 17th Sept 9.30am – 4.00pm

Mon 30th August – Wed 1st Sept 5.30pm – 7.30pm

February (Spring Courses) 2011

Wed 5th Jan – Wed 19th Jan 9.30am – 4.00pm

Mon 10th, Tues 11th, Wed 12th 5.30pm – 7.30pm

3. ENROLMENT BY POST

One may enrol by post by returning a completed application form and payment by cheque, Visa, Laser or MasterCard. Cheques should be made payable to DCFE. For security reasons, we cannot accept cash.

Return application form(s) to:

Dun Laoghaire College of Further Education
Cumberland Street
Dun Laoghaire, Co.Dublin

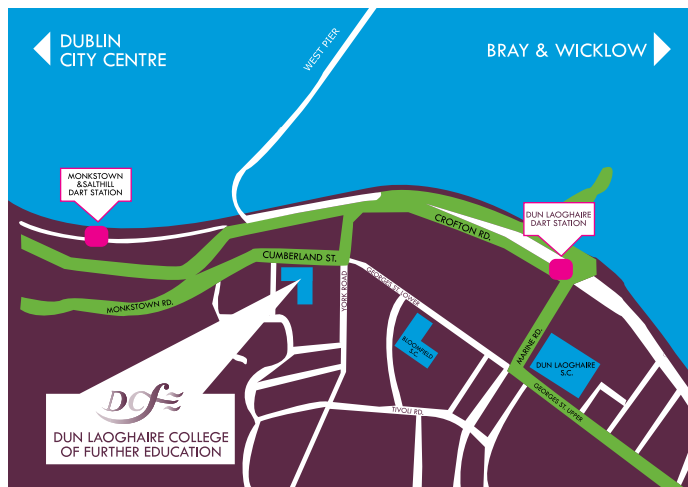
4. BY FAX

You may also apply by Fax and pay by **Fax: 01 2843767**
Laser/Visa or MasterCard.

5. BY TELEPHONE – VISA, MASTERCARD OR LASER (MONDAY – FRIDAY)

Wed 1st Sept – Wed 15th Sept 9.30am – 12.30pm

View our courses at: www.dlcfe or for information email: info@dlcfe.ie



DUN LAOGHAIRE COLLEGE OF FURTHER EDUCATION is served by the following **BUSES:** 7, 7A, 45A, 75, 111, 46A, 746 **DART:** SALTHILL AND DUN LAOGHAIRE STATIONS (both stations are only 5 min. from the college) www.irishrail.ie

ACOUSTIC GUITAR FOR BEGINNERS

€ 100

10 weeks

This course is ideal for anyone interested in learning how to play popular songs for the guitar the fast and easy way. Students will quickly develop a good understanding of chords and strumming patterns which can be applied to thousands of songs across all music genres including, popular folk and contemporary to classic rock. Guitar and other accessories (e.g nylon plectrum, guitar tuner & capo) are required.

Mon: 5.30 – 7.00pm

Code : ART 01

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

ARCHAEOLOGY

€ 350

20 weeks

FETAC Level 5

This course provides a comprehensive introduction to Irish archaeology from prehistoric times to the medieval period. Learn how to identify monument types and related material culture, archaeological techniques and explore specific sites and timescales. An optional field trip can be arranged. Certification: FETAC Level 5 Component Certificate.

Mon: 5.30 – 8.00pm

Code : ART 02

Start date: Autumn 20 Sept 10

NEW

ART APPRECIATION

€ 100

10 weeks

This course is suitable for those who have a love of art and would like to develop their understanding and knowledge of the subject. The course will cover a range of art periods from Giotto to more modern contemporary art. Optional museum and gallery visits can be arranged.

Mon: 8.00 – 9.30pm

Code : ART 24

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

BIOLOGY (ANATOMY AND PHYSIOLOGY)

€ 350

20 weeks

FETAC Level 5

The course will enable the learner to acquire knowledge of the structure and function of the human body, to recognise the human body as an entity and understand the interrelationship between the systems of the body. Course covers: Anatomy and Physiology, The Skeletal and Muscular Systems, The Circulatory and Lymphatic Systems, The Digestive System, The Respiratory System, The Nervous System and Endocrine Systems, The Reproductive System, The Urinary System and The Skin. Certification: FETAC Level 5 Component Certificate.

Tue: 7.30 – 9.30pm

Code : HEA 01

Start date: Autumn 21 Sept 10

THE COLLEGE CANTEEN

Opens in the evenings offering light refreshments.

BOOK-KEEPING (Manual and Computerised)

€ 350

20 weeks

FETAC Level 5

This course is suitable for individuals with little or no experience of book-keeping. The Manual book-keeping is covered in the first term and Computerised book-keeping in the second term, using an integrated accounts package (TAS 8). Areas covered: Book-keeping Principles, Computer principles, Set-up and Input of Transaction Data, Computer reports and Analysis. Certification: FETAC Level 5 Component Certificate.

Tue: 7.30 – 9.30pm

Code : COM 03

Start date: Autumn 21 Sept 10

NEW

BRIDGE (Level 1)

€ 120

10 weeks

Learn to play and enjoy the game of bridge. This course is suitable for absolute beginners, and will introduce the learner to the basics of bridge: card playing, no trump opening and responses, suit opening bids and responses and competitive bidding. Practice play at each lesson. On completion students may progress to level 2 in the Spring Term.

Mon: 7.30 – 9.30pm

Code : ART 25

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11 (Level 2)

COMPUTER APPLICATIONS

€ 350

20 weeks

FETAC Level 5

This module will enable the learner to operate effectively within a general office environment. It will provide students with the necessary skills and knowledge to be competent in, and capable of operating a personal computer using some common software applications. Course covers: Word Processing, The Internet and E-mail, Spreadsheets and Databases. This course is suitable for those who have some prior computer experience. Certification: FETAC Level 5 Component Certificate.

Tue: 7.00 – 9.00pm

Code : COM 04

Start date: Autumn 21 Sept 10

NEW

CARD MAKING

€ 140

8 weeks

This course is suitable for those who would like to learn how to design their own personal greeting cards for various occasions. Types of cards that will be made include: Birthday Cards, Baby Cards, Halloween Cards, Christmas Cards, Valentine Cards, Wedding Invitations, Thank You cards, Get Well Cards, Sympathy Cards etc.

Mon: 7.00 – 9.00pm

Code : ART 26

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

AVOID DISAPPOINTMENT

! ENROL EARLY !

CHI KUNG – HEALTH PRESERVATION

€ 70

10 weeks

Chi Kung is the art of self-convalescence and integration of mind, body and spirit. It originated from China thousands of years ago. This course will teach students simple but efficient ways to relax the mind and strengthen the body. It involves the techniques of breathing, movement and meditation.

Wed: 8.30 – 9.30pm

Code : HEA 02

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

CHILDCARE AWARD

€ 550

20 weeks

FETAC Level 5

A nationally approved two year course accredited by FETAC (Further Education Training Awards Council) on successful completion of eight modules. Suitable for those already working in a variety of childcare areas, including: nurseries, crèches, early childhood education centres etc. Also suitable for those with no experience in childcare who are interested in gaining employment in the area. It is necessary to seek four hours work experience per week in order to complete the practical assignments of the course. The course content relates to working with children between birth and the age of six. Certification on successful completion of two years: FETAC Level 5 Full Award in Childcare.

Year one modules:

Child Development

Communications

Working in Childcare

Art and Craft for Childcare

**Mon & Wed
(both nights):** 7.00 – 9.30pm

Code : CHC 01

Start date: Autumn 13 Sept 10

Year two modules:

Early Childhood Education

Caring for Children (0-6years)

School Age Childcare

Work Experience

**Mon & Wed
(both nights):** 7.00 – 9.30pm

Code : CHC 02

Start date: Autumn 13 Sept 10



CHILD CARE SUPERVISORY MANAGEMENT AWARD

€ 850

24 weeks

FETAC Level 6 (ADVANCED CERTIFICATE)

This is a nationally approved one year course accredited by FETAC on successful completion of four mandatory modules with the provision that learners have previously successfully completed the FETAC Level 5 Award in Childcare. This program aims to equip the learner with the knowledge and skills to work productively with both staff and families. The program is suitable for learners with broad experience working in the field of childcare and currently has ongoing access through employment etc to an early childhood care and education setting in order to complete the practical assignments of the course. This program is designed for those who are currently working as or aspiring to work as a supervisor in a childcare setting. Learners are expected to be in a supervisory post or in a position to practice their supervisory skills.

Level 6 Modules covered:

Supervision in Childcare

Early Childhood Programmes

Child Development

Social and Legal Issues in Childcare

Tue: 6.30 - 9.00pm

Code : CHC 03

Wed: 5.00 - 7.00pm**Start date:** Autumn 14 Sept 10

CHINESE (MANDARIN) STAGE 1

€ 100

10 weeks

This course is designed to bring a complete beginner to a level where he/she can perform a variety of basic tasks using the language competently and is suitable for beginners who would like an introduction to the Chinese language and culture. Students will cover a range of topics such as travel, food, shopping and also learn how to write Chinese characters.

Tue: 7.00 – 8.30pm

Code : LAN 01

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

COMPUTER AIDED DESIGN (CAD)

€ 350

20 weeks

FETAC Level 5

This course provides learners with the necessary skills to set up and use AutoCAD software for the production of two dimensional drawings for a wide range of uses such as Graphic design, Architecture and Engineering. Previous knowledge of CAD is not necessary, however a good level of computer skills are required. Certification: FETAC Level 5 Component Certificate.

Tue: 7.00 – 10.00pm

Code : COM 01

Start date: Autumn 21 Sept 10

AUTUMN COURSES COMMENCE FROM 20th Sept 2010 unless otherwise stated.

COMPUTERS FOR BEGINNERS

€ 110

10 weeks

This course is for the complete beginner who has no previous experience of information technology. It covers the basics of the two most popular uses of computers – Word Processing and the Internet. Word Processing covers text entry, editing, formatting, saving a file and printing. The Internet will cover Internet connection, search engines, accessing websites and setting up/using an email account. On completion of this course, students can proceed to the Computers for Improvers course in the Spring term.

Mon: 5.15 – 6.45pm Code : COM 05

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

Mon: 6.45 – 8.15pm Code : COM 06

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11 (Improvers)

COUNSELLING SKILLS

€ 1,292

25 weeks

NATIONAL UNIVERSITY OF IRELAND (MAYNOOTH CERTIFICATE)

This course is useful to those who need an introduction to the communication skills central to human relationships and which are an important part of today's personal and professional life. Participants must be 23 years or over. An NUI brochure is available in the college outlining syllabus of this course. Early enrolment is advisable.

Mon: 7.00 – 10.00pm Code : PRO 01

also 4 Saturdays: 9.00am - 4.00pm

Start date: Autumn 20 Sept 10

CREATIVE WRITING

€ 120

10 weeks

This course is designed to encourage budding writers to put pen to paper. Each week the class will cover a topic such as dialogue, character development etc. Using specially designed exercises, the techniques under discussion will be practiced and writers will receive constructive comments from the class. Creative writing is a craft, which can be improved with practice.

Mon: 7.30 – 9.30pm Code : MED 01

Start dates: Autumn 20 Sept 10 (Beginners) • Spring 31 Jan 11 (Improvers)

Tue: 7.30 – 9.30pm Code : MED 02

Start dates: Autumn 21 Sept 10 (Improvers) • Spring 1 Feb 11 (Advanced)

CROCHET SKILLS

€ 80

8 weeks

This course is for absolute beginners who wish to learn the basic skill of crochet and develop it into making various items such as accessories or clothing. A list of materials required will be issued on the first night of the course.

Tue: 5.45 – 7.15pm Code : ART 27

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

NEW

DESIGN AND BUILD YOUR DREAM GREEN HOME

€ 120

10 weeks

This course investigates the journey one takes when embarking on a new design, a restoration project, or an extension to an existing structure. Areas covered: Design techniques in construction, Planning permission, Building regulations, Floor construction, BER energy rating assessment – how to achieve a good BER rating by making your home more energy efficient, insulation types and retro fitting, green energy heating systems – Geothermal/Solar/Biomass, compiling a snag list, attic conversions, drafting a design, external finishes.

Mon: 7.00 – 9.00pm

Code : ART 03

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

DESKTOP PUBLISHING

€ 350

20 weeks

FETAC Level 5

This course, using the industry standard Adobe InDesign software, is designed for those interested in gaining the basic layout skills required to professionally produce posters, flyers, stationery and newsletters etc. It is ideal for those who wish to benefit from desktop publishing in the workplace, the home and in self-employment. Basic computer skills are desirable. Certification: FETAC Level 5 Component Certificate.

Mon: 7.00 – 9.00pm

Code : COM 10

Start date: Autumn 20 Sept 10

DIGITAL AGE SKILLS (BASIC)

€ 125

10 weeks

The what, why and how of Email, Google, Podcasts, Skype, Twitter etc-making your computer work for you. If you have bought your PC, signed up to broadband but are not sure what to do next, then this is the course for you. Maybe you can send an email or google movie times, but feel left behind when it comes to making free phone calls (skype), organizing your digital photos (Picassa), and as for twitter...?. This course will help you understand your PC and help you use it on a daily basis.

Wed: 6.30 – 8.30pm

Code : COM 11

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

DIGITAL MOVIE PROCESSING

€ 350

20 weeks

FETAC Level 5

This course is designed to provide an introduction to the use of digital movie processing and will introduce the student to the basic tools of video editing on a PC. It is suitable for beginners or those who want an introduction to Avid media Composer. The course is assignment based to produce a collection of work and a 30-90 second video. It also includes how to build a DVD which will function with menus for a DVD player. Certification: FETAC Level 5 Component Certificate.

Tue: 6.30 – 8.30pm

Code : MED 03

Start date: Autumn 21 Sept 10

DIY FOR WOMEN

€ 160

10 weeks

This course is designed for beginners who wish to develop their DIY skills. The course is both practical and theory based enabling the learner to carry out many DIY tasks throughout the home. The course covers: Introduction to power tools, fixings, wall plugs, shelving, flat pack, plastering, insulating, plumbing repairs, wallpaper hanging, painting, tiling, electrical safety and plug repair and flooring.

Tue: 5.45 – 7.45pm

Code : ART 28

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

DOG GROOMING

€ 120

10 weeks

Using hands on approach, we will cover all the basics of home dog grooming needed to maintain your animal in tip top condition. Exploring equipment, tools and grooming products, learning handling techniques and the skills required in all aspects of beginner grooming. We will be working on students own dogs from the second class onwards.

Tue: 7.00 - 9.00pm

Code : ART 23

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

DOMESTIC APPLIANCE REPAIRS

€ 120

10 weeks

This course is ideal for those interested in the maintenance and service of electrical appliances in the home. It covers washing machines, cookers, tumble dryers vacuum cleaners and dishwashers etc. It also provides a greater understanding of 'good safety practice' making it a suitable course for everyone.

Wed: 7.30 – 9.30pm

Code : ART 04

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

DRAWING AND WATERCOLOUR

€ 120

10 weeks

This course is suitable for beginners and improvers, introducing drawing techniques and heightening observational powers prior to exploring the nature of watercolour medium, composition and colour. This course will unlock each student's unique creativity and signature in their work.

Wed: 7.30 – 9.30pm

Code : ART 05

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

DRESSMAKING/SOFT FURNISHINGS

€ 120

10 weeks

This course is suitable for those who wish to learn the skills of dressmaking, to enable the learner follow patterns and complete their own garments. Soft furnishings are suitable for individuals to develop skills in the design and construction of soft furnishings. Both skills are covered, subject to student choice. Sewing machines are provided, but you may bring your own. Enroll early as numbers are restricted.

Tue: 7.30 – 9.30pm

Code : ART 06

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

ECDL

€ 350

20 weeks

(EUROPEAN COMPUTER DRIVING LICENCE)

The European Computer Driving Licence (ECDL) is an internationally recognised certificate, which validates the learner's competence in computer skills. All seven modules are covered: Basic concepts of IT, Using the computer and managing files, Word processing, Spreadsheets, Database, Presentation, Web Browsing and Communication. A working knowledge of computers is needed to get maximum benefit from this course.

Wed: 7.00 – 9.30pm

Code : COM 13

Start date: Autumn 22 Sept 10

E-MAIL AND THE INTERNET

€ 80

8 weeks

This course is suitable for the beginner, providing an introduction to the world of the internet which has become part of everyday life. Students will learn how to navigate the web. By the end of the course learners will also be able to send and receive e-mails and attachments.

Tue: 5.30 – 7.00pm

Code : COM 14

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

NEW

EMBROIDERY

€ 130

12 weeks

FETAC Level 5

This course is suitable for absolute beginners, and gives the learner an understanding of textiles, threads, natural and man made materials, with a knowledge of a range of embroidery stitches. During the course you will create an artistic piece of embroidery. A list of materials will be issued on the first night of the course. Certification: FETAC Level 5 Component Certificate.

Tue: 7.30 – 9.00pm

Code : ART 29

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

NEW

ENGLISH AS A SECOND LANGUAGE

€ 110

12 weeks

ELEMENTARY (FETAC Level 3)

This course is suitable for those who have a basic knowledge of English and wish to: Develop their grammar, pronunciation, comprehension and vocabulary through participation in speaking, listening, reading and writing exercises and acquire sufficient skills to progress towards further study. Certification: FETAC Level 3 Component Certificate.

Mon: 6.30 – 7.50pm

Code : LAN 02

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

ENROL AND PAY ONLINE !

at www.dlcfе.ie

ENGLISH AS A SECOND LANGUAGE

€ 110

12 weeks

PRE-INTERMEDIATE (FETAC Level 4)

This course is suitable for students who have completed stage 1 or have a good knowledge of basic English and wish to advance beyond the elementary stage by: Developing their ability and confidence to use English effectively for practical communication and acquire the skills, knowledge and attitudes to advance to further study or into employment. Certification: FETAC Level 4 Component Certificate.

Tue: 5.30 – 6.50pm

Code : LAN 03

Start date: Spring 1 Feb 11

ENGLISH AS A SECOND LANGUAGE

€ 350

24 weeks

(FCE – UPPER INTERMEDIATE)

(UNIVERSITY OF CAMBRIDGE ENGLISH LANGUAGE SYNDICATE)

This course is suitable for people who can use everyday written and spoken English at an upper-intermediate level and want to use English for work or study purposes. Emphasis is placed on improvement of reading, writing, listening, and speaking skills in conjunction with fostering the ability to apply this knowledge to practical situations. This course prepares students for the Cambridge First Certificate exam, recognized by universities, government departments and employers throughout the world.

Mon: 8.00 – 10.00pm

Code : LAN 04

Start date: Autumn 20 Sept 10

EVENT MANAGEMENT

€ 350

20 weeks

FETAC Level 5

This course gives the student an overall appreciation of the work of an Event Manager from understanding practices to defining the various roles of those working in the industry; technical, promotional and administration. The course has three units: Paper work – understanding the clients brief to writing proposals, People work – defining functions, publicity and issues management and Team work – understanding the elements of effective communication. Certification: FETAC Level 5 Component Certificate.

Wed: 6.45 – 8.15pm

Code : MED 04

Start date: Autumn 22 Sept 10

FIRST AID

€ 120

10 weeks

ORDER OF MALTA

This course is for those who have an interest in providing First Aid. It covers the treatment of burns, scalds, broken bones, haemorrhaging, poisoning, and electrocution, the resuscitation (CPR) of adults and children, and the unresponsive patient. An exam will take place and an Order of Malta Certificate will be awarded to successful participants.

Wed: 7.30 – 9.30pm

Code : HEA 03

Start date: Autumn 22 Sept 10

FOLKLORE

€ 350

20 weeks

FETAC Level 5

This course offers an insight into the rich heritage that is unique in Ireland. It covers the built heritage and its environs, in addition to issues that relate to Irish music, song and dance and the people who have influenced these issues. Irish mythology, legends, folktales customs and aspects dealing with their preservation will be explored during the course. Examination of archives and bodies that are committed to the preservation of Irish folklore and folk life are part of the course. Certification: FETAC Level 5 Component Certificate.

Tue: 5.45 – 7.45pm

Code : ART 30

Start date: Autumn 21 Sept 10

FRENCH (STAGE 1)

€ 90

10 weeks

This course is suitable for absolute beginners. It places special emphasis on developing elementary conversational French, pronunciation, reading and writing skills.

Tue: 5.45 – 7.00pm

Code : LAN 05

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

FRENCH (STAGE 2)

€90

10 weeks

This course is suitable for those who have completed an absolute beginner's course or equivalent. This course helps students to further develop their French to a level that will give them more confidence in speaking and writing. Grammatical skills and vocabulary will also be covered to ensure good progress in French.

Tue: 7.00 – 8.15pm

Code : LAN 06

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

FRENCH (STAGE 3)

€ 90

10 weeks

This course is designed for those students, who have completed level 2, or similar, and wish to bring their French to an advanced level. In this course, mostly conducted through French, there will be an emphasis on speaking and writing about French culture, way of life and news. The student will be able to interact with increasing ease on any subject.

Tue: 8.30 – 9.45pm

Code : LAN 07

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

FRONTLINE MANAGEMENT (CERTIFICATE)

€ 750

16 weeks

IRISH MANAGEMENT INSTITUTE (IMI – HETAC LEVEL 6)

This course is designed to develop your leadership potential through the use of practical skills, management theory and personal development. The programme structure is based on the following management cycle; understanding your role and circumstance, planning & goal setting, aligning goals and resources, build an enabling culture, review, renew and leadership. This course enables students to achieve a recognized qualification through a combination of class based learning, practical experience, self-study and on-line support. Participant materials include: course manual, work booklets, on-line access for learning management systems.

Mon: 7.00 – 10.00pm

Code : PRO 02

Start date: Autumn 20 Sept 10

GEL PROFESSIONAL TECHNICIAN TRAINING COURSE

€ 650

10 weeks

INSTITUTE OF NAIL TECHNOLOGY

The Advanced Institute of nail Technology presents this extremely popular course. Ideal for part-time or full-time professionals seeking a fast-track career in the nail industry. No experience is necessary. Every skill you need to get started is covered. The course is designed for participants to develop professional skills in the art of nail extensions. A model is required so bring a friend. Fee covers a kit, UV lamp, course manual, examination and certification.

Wed: 7.00 – 9.00pm

Code : ART 31

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

GERMAN (STAGE 1)

€ 100

10 weeks

The aim of this course is to teach basic pronunciation and vocabulary associated with normal everyday oral communications. It is suitable for complete beginners, providing them with the opportunity to develop confidence and functional fluency in speaking and understanding the language.

Mon: 7.00 – 8.30pm

Code : LAN 08

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11 (Stage 2)

DUN LAOGHAIRE VEC ADULT GUIDANCE SERVICE

SUPPORTING YOUR DECISION TO LEARN

- For information, guidance and support on educational and career options.
- Information on support including, finance, childcare and disability.
- Learner computers with Internet access.
- A friendly, practical and realistic approach.

CONTACT: 61 Mulgrave Street, Dun Laoghaire, Co. Dublin, Tel: (01)2365196,
Web: www.dlvec.ie, Email: guidance@ess.dlvec.ie

GRAPHIC ILLUSTRATION

€ 350

20 weeks

FETAC Level 5

This course is aimed at those wanting a basic introduction to the leading Illustration & design program Adobe Illustrator CS4 and its use within the print and graphic design industry. The course is aimed at those with basic computer skills. You will learn through practical demonstrations as the course will be project-led. Experimentation will also be encouraged while using the program, progress will be assessed through a combination of coursework and observation. Certification: FETAC Level 5 Component Certificate.

Tue: 7.00 – 9.00pm

Code : COM 20

Start date: Autumn 21 Sept 10

HANDS-ON HEALING

€ 100

10 weeks

An Introductory course, based on Chelation (charging and clearing the Aura), Hands-On healing is the ancient understanding and beliefs of the Chakra System giving you an insight into your own abilities. Learn to sense the energy fields, cleanse aura's and balance chakras. You can incorporate this into your everyday life. Emphasis is paid to the seven main chakras of the body, the part they play in our physical, emotional, mental and spiritual well-being. The colours linked to each chakra. Classes begin with a relaxing meditation. Please bring warm socks.

Tue: 5.30 – 7.00pm

Code : HEA 04

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

HEALTH AND ALTERNATIVE NUTRITION

€ 100

10 weeks

A study of the effects of diet on Health and fitness. This course will show how old diet habits can affect present health and fitness. This will include easy meals, shopping and cooking tips. Supplements for nutritional deficiencies will also be discussed.

Wed: 7.30 – 9.00pm

Code : HEA 05

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

INTERIOR DESIGN

€ 350

20 weeks

FETAC Level 5

A new course in Interior Design. This project-based course explores design principles, space planning, colour schemes, lighting, presentation techniques etc. Individuals will develop a range of creative skills and apply them to create exciting interiors. An optional trip to Colin's Barracks Museum is included. A small list of materials required will be given out on the first evening. Certification: FETAC Level 5 Component Certificate.

Wed: 6.45 - 9.15pm

Code : ART 07

Start date: Autumn 22 Sept 10ENROL AND PAY ONLINE at www.dlcf.ie

IRISH

€ 110

10 weeks

FETAC Level 5

This course is intended for parents of children in the 3-7 age groups, who have forgotten the Irish learned at school, or who have a very basic level of Irish and want to help their children, or for professionals in the childcare sector who would like to teach the language in the preschool environment. Certification: FETAC Level 5 Component Certificate.

Mon: 7.30 – 9.00pm

Code : LAN 10

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

ITALIAN (STAGE 1)

€ 100

10 weeks

This course is for absolute beginners. The emphasis is on communication at a basic level. Focus lies on basic grammatical structures needed for speaking and writing the Italian language. Students are given the opportunity to practice their listening and writing skills while building on their grammar and vocabulary bases.

Wed: 7.00 – 8.30pm

Code : LAN 11

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

ITALIAN (STAGE 2)

€ 100

10 weeks

This course is for those who have completed a beginner's course and wish to advance beyond the elementary stages of the language to achieve more confidence in speaking and writing Italian. Continued attention is paid to grammar, listening and conversation.

Wed: 8.30 – 10.00pm

Code : LAN 12

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

JEWELLERY MAKING

€ 70

6 weeks

Learn the tricks of making your own jewellery. This course is for those with no previous experience and those who wish to brush up on their old techniques. Create earrings, bracelets, necklaces and fashion accessories using off-loom and wire work techniques, with a professionally trained tutor. A kit costing approx €150 can be purchased from the tutor on the first night of the course.

Wed: 7.30 – 9.30pm

Code : ART 08

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11 (Advanced)

CAR PARKING

Car parking is available in the college grounds for evening course students.

NEW

LEAVING CERTIFICATE

€ 350

24 weeks

MATHEMATICS (PASS)

Tue: 5.45 – 8.15pm

Code : LEA 02

Start date: Autumn 21 Sept 10

MATHEMATICS (HONOURS)

Wed: 5.45 – 8.15pm

Code : LEA 03

Start date: Autumn 22 Sept 10

BIOLOGY

Wed: 5.45 – 7.45pm

Code : LEA 04

Start date: Autumn 22 Sept 10

SPANISH (PASS)

Wed: 5.30 – 7.00pm

Code : LEA 05

Start date: Autumn 22 Sept 10

SPANISH (HONOURS)

Wed: 7.00 - 8.30pm

Code : LEA 06

Start date: Autumn 22 Sept 10

These Leaving Certificate courses are suitable for those attending school and sitting their exams in June 2011.

NEW

LIFE DRAWING

€ 220

10 weeks

This course involves the teaching of traditional life drawing techniques using pencil, charcoal, pastel or pen and ink on paper. It will consist of a series of short poses and exercises followed by longer poses. The aim of the course is to improve the students' observation of light, form, perspective and space using the human form as subject matter. Life drawing will bring about a dramatic improvement in drawing and observational skills in all areas of art and design practise and this course is open to all levels of student from the beginner to the more advanced.

Mon: 6.00 - 9.00pm

Code : ART 32

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

NEW

MATHEMATICS

€ 350

20 weeks

FETAC Level 5

This module is designed to enable the learner to extend the mathematical skills that they already have encountered to a higher level, master selected new mathematics and extend mathematical problem solving skills. Course covers: Modelling using Mathematics, Graphs, Functions & Rates, Geometry & Trigonometry, Statistics & Chance, Calculus & Complex Numbers. Certification: FETAC Level 5 Component Certificate.

Mon: 5.30 – 7.00pm

Code : PRO 07

Start date: Autumn 20 Sept 10

NEW

MS OFFICE 2007 - EXCEL

€ 350

20 weeks

FETAC Level 5

This course provides the student with an understanding of spreadsheet concepts, practical experience in spreadsheet design, implementation and an introduction to the use of macros and additional functions. Course covers: Introduction to workbooks and worksheets, Calculations and formulae, Formatting, If statements, Lookup and various other functions, and macros. Certification: FETAC Level 5 Component Certificate.

Wed: 7.30 – 9.30pm

Code : COM 21

Start date: Autumn 22 Sept 10

NEW

MAKE UP AND SKIN CARE CERTIFICATE

€ 500

10 weeks

MINK PROFESSIONAL

This course allows participants develop professional skills in the art of applying day, evening, special occasion, bridal & mature make up. Also, changing your office or day make up into a glamorous evening look. You will be shown how to choose a make up that suits your skin type and that looks naturally beautiful. Mini facials and caring for skin is featured. You will learn facial contouring by highlighting and shading to enhance your best features and much, much more. Fee covers tuition, a professional tailor made kit, course manuals, examination and certification.

Tue: 7.00 – 9.00pm

Code : ART 33

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

NEW

MUSIC INDUSTRY MANAGEMENT

€ 350

20 weeks

FETAC Level 5

This course gives the student a practical appreciation of the music industry in Ireland and globally. The course covers: The Music Industry – understanding the commercial side of the sector, Artists and management, the Recording process – labels, distribution and marketing, Song writing and publishing – copyright to publishing deals, and law and finances. Certification: FETAC Level 5 Component Certificate.

Wed: 8.15 – 9.45pm

Code : MED 10

Start date: Autumn 22 Sept 10

NUTRITION

€ 250

15 weeks

FETAC Level 5

This module is designed to provide the learner with the knowledge of composition of food and an understanding of how food affects an individual's personal well-being. Course covers: Composition of Food, Nutrition and Health, Nutrition and Exercise and Food labelling. Certification: FETAC Level 5 Component Certificate.

Tue: 5.30 – 7.30pm

Code : HEA 06

Start date: Autumn 21 Sept 10

OIL AND ACRYLIC PAINTING

€ 80

8 weeks

This course is suitable for all levels. Landscape, portrait, still-life painting are carried out in a creative, enjoyable atmosphere with a very experienced tutor. Work from photos, life and imagination! A list of materials required will be issued on the first night of the course.

Wed: 7.30 – 9.00pm

Code : ART 11

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

NEW

OCCUPATIONAL FIRST AID

€ 250

12 weeks

FETAC Level 5

This course will give the learner the skills and knowledge required to complete first aid and to coordinate first aid in the workplace in compliance with the requirements of the Safety, Health and Welfare at Work (General Application) Regulations 2007. Areas covered: First aid in the workplace, Patient assessment, Respiratory emergencies, Cardiac first response, Wounds and bleeding, Altered levels of consciousness, Muscular injuries, Burns, Scalds, Chemicals & electric shock. Certification: FETAC Level 5 Component Certificate.

Tue: 7.30 – 9.30pm

Code : HEA 15

Start dates: Autumn 21 Sept 10

PAYROLL (MANUAL & COMPUTERISED)

€ 250

12 weeks

FETAC Level 5

The purpose of this course is to acquire knowledge and skills necessary to use both manual and computerised payroll systems (Sage Quick Pay). To understand the essential and appropriate terminology associated with personal taxation. To appreciate the importance of accuracy and security in preparing and maintaining payroll records. To acquire the knowledge and understanding of how the cumulative, emergency and temporary tax systems operate. Certification: FETAC Level 5 Component Certificate.

Tue: 5.30 – 7.30pm

Code : COM 17

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

PAYROLL TECHNICIAN (CERTIFIED)

€ 1,090

20 weeks

IPASS / HETAC Level 6

This course is aimed at those working in, or intending to work in, the payroll function. It is designed to provide all the practical skills necessary for payroll personnel to operate efficiently and in compliance with Revenue regulations. To qualify as a Certified Payroll technician, students must successfully complete both stages 1 and 2 with examinations taking place in December and May.

Tue: 7.00 – 9.30pm

Code : PRO 03

Start date: Autumn 14 Sept 10

All enquiries for application and fees direct to: IPASS, IPASS House, H4 Centrepoint Business Park, Oak Road, Dublin 12
Tel: (01) 4089100 Email: ask@ipass.ie Web: www.ipass.ie

PHOTOGRAPHY – INTRODUCTION TO DIGITAL

€ 120

10 weeks

Learn to master the basic functions of Digital Cameras. This course is suitable for beginners. A variety of photographic and compositional techniques will also be covered. Photoshop will be introduced to cover basic image adjustment, file management, preparing for printing etc. Projects will be assigned for home study and studio shoots will be undertaken in class.

Wed: 7.30 – 9.30pm

Code : ART 13

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

PHOTOGRAPHY (DIGITAL) - PORTFOLIO COURSE

€ 350

20 weeks

FETAC Level 5

This course is designed to keep a digital photographer busy during the winter & spring months. Camera controls will be examined and how their use can shape your image. Various themes will be tackled on a project basis. Basic & medium Photoshop enhancement skills will be covered including File Management/ storage and printing. All images & workbook research will be submitted for FETAC certification. Students would be expected to use a SLR, Bridge or High end compact digital camera with aperture & shutter controls. Certification: FETAC Level 5 Component Certificate.

Tue: 7.30 – 9.30pm

Code : ART 14

Start date: Autumn 21 Sept 10

PHOTOGRAPHY (TRADITIONAL)

€ 350

24 weeks

PORTFOLIO COURSE FETAC Level 5

This course using the traditional 35mm camera is suitable for those who wish to build up a visual portfolio for further studies in Art, Photography and Multimedia. It is suitable for students who have a basic knowledge of photography. Students will devise themes, shoot, develop, print and mount the results. Certification: FETAC Level 5 Component Certificate.

Tue: 7.30 – 9.30pm

Code : ART 15

Start date: Autumn 21 Sept 10

NEW

PHOTOSHOP (BEGINNERS)

€ 120

10 weeks

This course consists of an introduction to the basic features of Photoshop. This includes becoming familiar with the interface, exploring layers, using the various tools and tool options and cropping images. By the end of this course you will be able to create and manipulate a range of images.

Wed: 7.00 - 9.00pm

Code : ART 34

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11 (Stage 2)

BUS SERVICE

BUS ROUTES SERVING DCFE ARE : 7, 7A, 45A, 46A, 75 AND 111.

www.dublinbus.ie

PORTRAIT DRAWING AND PAINTING

€ 150

10 weeks

This course is designed for those who have previous drawing experience. Using their chosen medium (water colour, oils, acrylics or pastels), each student will be given individual attention and encouragement to find their own expression and response to a subject matter. They will learn to develop their own signature in their work. Learn about form, anatomy, proportion, texture light, shade and likeness.

Tue: 7.30 – 9.30pm

Code : ART 16

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

PRACTICAL PARENTING

€ 200

8 weeks

This parenting course devised by Dr T Humpreys, and is taught by Sheila O Malley a qualified Parent Mentor. We come into our parenting role with no training or support for what is the hardest job we will ever do. This course gives practical skills to reduce tension, squabbling and helps create a calmer and happier home.

Tue: 8.00 – 9.30pm

Code : HEA 14

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

PSYCHOLOGY (INTRODUCTION)

€120

10 weeks

This course is suitable for those who want to have a basic understanding of psychology. It will focus on human development and the ways that psychology can help us to understand ourselves and others. Topics include personality, social development, theory of learning and motivation. It is now recognised that people continue to develop throughout their lives and as a participant you would be able to appreciate the relevance of psychology in your daily life.

Tue: 7.00 – 9.00pm

Code : ART 21

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

PUBLIC RELATIONS AND PUBLICITY SKILLS CERTIFICATE

€ 250

10 weeks

IRISH ACADEMY OF PUBLIC RELATIONS

This course gives the students an overall appreciation of the work of a PR person from writing press releases to organising functions, briefing photographers or planning sponsorships. Areas covered: Public Relations, Writing Press Releases, Exhibitions & Conferences, Organising functions, PR for charities & Voluntary bodies. On successful completion of this course students will receive a Public Relations & Publicity Certificate from the Irish Academy of Public Relations.

Wed: 7.00 – 9.00pm

Code : PRO 04

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

SPRING COURSES COMMENCE FROM 31st Jan 2011 unless otherwise stated.

RADIO PROGRAMME PRODUCTION

€ 350

20 weeks

FETAC Level 5

This course is designed to provide a basic introduction to all aspects of Radio Broadcasting and is aimed at those with no previous experience of broadcasting who wish to develop the practical and personal skills required for a career in the Radio Industry. Learners will acquire skills to produce their own radio Programmes in the college's digital studio facility. Areas covered: Radio Broadcasting Perspectives, Radio Production and Presentation, Outside Broadcasts and Location Recording, Studio Recording, Editing and Processing, Administration and Work practice. Certification: FETAC Level 5 Component Certificate.

Tue: 7.00 - 9.00pm

Code : MED 05

Start date: Autumn 21 Sept 10

NEW

RADIO DOCUMENTARY PRODUCTION

€ 400

20 weeks

FETAC Level 6

This course is intended for anyone who may have some experience of radio production and who are looking to gain practical experience and supporting knowledge in the specialised field of radio documentary production. The aim of the course is to enable the student to develop an appreciation of narrative techniques used in radio storytelling and to realise the production of programme ideas through the application of contemporary technological processes. Assignment work includes the development and production of a thirty minute radio documentary by each student. Entry requirements: FETAC Level 5 Radio Programme Production module or equivalent work experience, Knowledge of contemporary audio recording/editing software and digital audio recording equipment.

Mon: 7.00 - 9.00pm

Code : MED 06

Start date: Autumn 20 Sept 10

NEW

START YOUR OWN BUSINESS

€ 350

20 weeks

FETAC Level 5

This is a comprehensive course designed to help potential entrepreneurs and existing small business owners to identify, acquire and develop key aspects of business expertise. The course gives a good overview and a comprehensive outline of a wide range of topics including: Planning and decision making, the business environment, the Business Plan, Marketing Strategy, Safety and Health issues for the business, identifying the practical skills necessary for a successful business, identify appropriate means of finance, identifying opportunities in the local area etc. Certification: FETAC Level 5 Component Certificate.

Tue: 7.30 - 9.30pm

Code : PRO 05

Start date: Autumn 21 Sept 10

REGISTER ONLINE !

VISIT OUR WEBSITE - www.dlcfе.ie. IT IS SIMPLE TO USE.

SAFETY AND HEALTH AT WORK

€ 150

12 weeks

FETAC Level 5

This course is designed to meet the needs of those who already have either interest or responsibility in the area of Safety & Health, and those who wish to continue learning while adding a new qualification to their c.v. Topics covered: Legislation; Hazard identification; Risk assessments; Safe work practices & procedures etc. Certification: FETAC Level 5 Component Certificate.

Tue: 7.00 – 9.30pm

Code : HEA 07

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

SOUND ENGINEERING

€ 200

10 weeks

This course will develop the practical skills necessary for working in a modern studio environment. It is also suitable for students intending to set up a home based project studio. Using state of the art recording equipment and software, students will learn how to record and mix music, set up the musicians and produce a CD.

Mon: 7.00 - 9.30pm

Code : MED 07

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

SPANISH (STAGE 1)

€ 100

10 weeks

This course emphasises pronunciation and oral practice through real life conversations, such as exchanging personal information, talking about the family, conversations in a shop, or in a restaurant. You will also be able to read and write short letters, texts, descriptions of people and places, etc. Course book: Curso de Espanol para Extranjeros. ELE. Inicial 1. Student book (includes CD).

Mon: 6.30 – 8.00pm

Code : LAN 13

Mon: 8.10 – 9.40pm

Code : LAN 14

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

SPANISH (STAGE 2)

€ 100

10 weeks

Designed for those who have completed Level 1 or similar. Oral practice is carried out in past and future tenses too. Topics covered: asking for directions, making a phone call, an appointment and plans with your friends, talking about your life, your daily routine, your health and your house. Course book: Curso de Espanol para Extranjeros. ELE. Inicial 1 and 2. Student books (include CD).

Tue: 6.30 – 8.00pm

Code : LAN 15

Start dates: Autumn 21 Sept 10 • Spring 31 Jan 11

ACCESSIBILITY

Dún Laoghaire College of Further Education provides access for wheelchair users.

SPANISH (STAGE 3)

€ 100

10 weeks

Designed for those who have completed Level 2, or similar. Topics include: talking about events, biographies, childhood, expressing opinions, relating experiences, giving excuses, making apologies, organising/booking a holiday, etc. Course book: Curso de Espanol para Extranjeros. ELE. Inicial 2. Student book (includes CD).

Tue: 8.10 – 9.40pm

Code : LAN 16

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

NEW

SUGAR CRAFT

€ 120

8 weeks

This course is suitable for absolute beginners and is designed to equip learners with the necessary skills to design speciality cakes using sugar craft. The course will teach you how to apply almond paste, sugar paste, butter cream and royal icing. In it you will cover the novelty aspects of sugar craft making decorations for all occasions, such as festive themes (Valentine, Halloween, Christmas, Easter, Christenings, Birthdays etc). The course will also cover piping and basic flower paste work. A list of materials required for this course can be obtained from the college.

Tue: 6.45 – 8.45pm

Code : ART 22

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

TAI CHI

€ 100

10 weeks

Tai Chi is claimed to be the most advanced system of body exercise and mind conditioning. This course will teach and practice the basic techniques of Tai Chi Quan and Tai Chi Kung, which will help students to relax the mind and body, develop the ability to experience energy flow through their body, and become more flexible and balanced in their daily life. This course helps students to obtain a good foundation for further Tai Chi training and progress. Tai Chi Quan movements will be taught at the improved stage. This class is suitable for beginners and those who want to improve their Tai Chi Quan form practice.

Mon: 7.00 - 8.30pm

Code : HEA 09

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

Wed: 7.00 - 8.30pm

Code : HEA 10

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

TV & VIDEO PRODUCTION

€ 350

20 weeks

FETAC Level 5

This beginner's course is designed to provide a comprehensive introduction to the area of TV & Video. It will introduce basic 2 camera studio production with vision mixing and single camera production & editing. Areas covered include: Production planning, Use of Cameras, Shot Composition, Lighting Techniques, Recording Audio, Capturing Footage, Editing and Avid DV Express Pro Training. Access to a video camera is necessary. Enroll early, as numbers on this course are restricted. Certification: FETAC Level 5 Component Certificate.

Wed: 6.30 – 8.30pm

Code : MED 08

Start date: Autumn 22 Sept 10

VAT TECHNICIAN (CERTIFIED)

€ 1,090

20 weeks

IPASS / HETAC Level 6

A superb course which is designed to provide students with a comprehensive understanding of the Irish VAT system and is aimed at those working in, or intending to work in an office environment dealing with VAT returns and compliance. It explains the basic principles of the Irish VAT system, for the sole trader, multinational organisation, State, Semi State bodies and VAT exempt institutions. It is divided into two stages, with exams taking place in December and May.

Wed: 7.00 - 9.30pm

Code : PRO 06

Start date: Autumn 15 Sept 10

All enquiries for application and fees direct to: IPASS, IPASS House, H4 Centrepoint Business Park, Oak Road, Dublin 12
Tel: (01) 4089100 Email: ask@ipass.ie Web: www.ipass.ie

UNDERSTANDING SPECIAL NEEDS

€ 400

20 weeks

SPECIAL NEEDS ASSISTING FETAC Level 5

The Understanding Special Needs module is designed to give learners an understanding of the context of special needs, associated issues and approaches. It will enable learners to acquire the knowledge, skill and attitudes required to work effectively, under direction in special need settings. The Special Needs Assisting module is designed to enable learners to acquire the knowledge, skills and aptitudes required to work safely and effectively, as special needs assistants under direction. This course is suitable for those who are planning to work with children in a variety of different settings, such as the primary school, crèche, play school etc. It is necessary to have a work placement about 3 hours per week in a suitable setting before enrolling on this course in order to complete assignments. Certification: FETAC Level 5 Component Certificates.

Tue: 5.30 – 8.30pm

Code : CHC 05

Start date: Autumn 21 Sept 10

VEGETABLE GARDENING

€ 125

10 weeks

Grow your own fruit and vegetables the organic way. This course is designed for those just starting out on their gardening journey as well as those who are already growing vegetables, fruit and herbs and interested in learning about chemical free methods. These include composting, companion planting, mulching, raised beds and containers, eliminating weeds, encouraging wildlife and biodiversity. We will look at the tried and tested methods, but also more modern ways of producing healthy crops organically. There will be practical sessions, including seed sowing, taking cuttings, pruning, soil testing etc.

Wed: 5.30 – 7.00pm

Code : ART 17

Start date: Autumn 15 Sept 10 • Spring 2 Feb 11

WEB DESIGN

€ 350

20 weeks

FETAC Level 5

This course is for those wishing to create, design and maintain a website. It covers the essential elements of web authoring including Hypertext Marking Language (HTML), Dreamweaver 8.0 and Photoshop. Assessment is project based, whereby students will design and construct a website for an identified audience. Good levels of computer skills are required. Certification: FETAC Component Certificate.

Tue: 7.00 – 9.00pm

Code : COM 19

Start date: Autumn 21 Sept 10

WINE APPRECIATION

€ 180

10 weeks

This highly informative course will help you make sense of the bewildering array of wines now on the market and how to get value for your money. The course includes a tasting of four wines each evening, usually two white and two red. Participants should bring four tasting glasses (goblet shaped) and a spittoon. The course fee includes wine.

Wed: 7.30 – 9.30pm

Code : ART 18

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11

WOODWORK FOR BEGINNERS

€ 150

10 weeks

This practical based course is designed for the absolute beginner and will deal with the use of tools and the making of basic wood joints. Each student will progress to complete a project to take home. All materials are provided.

Mon: 7.00 – 9.30pm

Code : ART 19

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

WORD PROCESSING (MS. OFFICE 2007)

€ 250

12 weeks

FETAC Level 5

This course is suitable for those who wish to develop their word processing skills, understanding and application of word processing software and file management techniques. Topics covered include applications, text processing, tabs and tables, mail merge, labels and word processing features. Certification: FETAC Level 5 Component Certificate.

Mon: 5.30 – 7.30pm

Code : COM 22

Start dates: Autumn 20 Sept 10 • Spring 31 Jan 11

NEW



WRITING SKILLS FOR JOURNALISM

€ 350

20 weeks

FETAC Level 5

This course is for beginners and those who have some journalistic experience. Students will learn how to research, structure and write all forms of journalism, from hard news to reviews. Time will be spent writing articles based on researched information and analysing current news. Students will be encouraged to submit work to relevant publications. Areas covered: Writing News Stories, Writing Editorials, Writing Reviews, Writing Feature Articles and The Law and the Journalist. Certification: FETAC Level 5 Component Certificate.

Tue: 7.00 – 9.00pm

Code : MED 09

Start date: Autumn 21 Sept 10

YOGA (HATHA)

€ 100

10 weeks

Yoga helps us to achieve self awareness & balance – improves flexibility and strength. This course includes gentle yoga stretches, breathing exercises, deep relaxation and meditation. Please bring a yoga mat and rug and wear loose clothing.

Tue: 6.45 – 8.15pm

Code : HEA 11

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

YOGA DANCE

€ 100

10 weeks

Free your body with gentle yoga stretches & yoga dance. This course promotes deep healing and creative expression and you will have lots of fun. Please bring a yoga mat and rug and wear loose clothing.

Tue: 8.15 – 9.45pm

Code : HEA 12

Start dates: Autumn 21 Sept 10 • Spring 1 Feb 11

YOUR PSYCHIC GIFT

€ 80

8 weeks

Develop confidence in your Psychic Gift. Learn to understand, that gut feeling you get, knowing something, without being told. Are you very sensitive to atmosphere or all of the above? Learn to understand and develop your gift in a safe and friendly atmosphere. Each class begins with a relaxing meditation.

Wed: 5.30 – 7.00pm

Code : HEA 13

Start dates: Autumn 22 Sept 10 • Spring 2 Feb 11



CERTIFICATION/EXAMINATION BODIES

Nationally and internationally recognised bodies certify many of the courses provided by the college. These include the following:

EUROPEAN COMPUTER DRIVING LICENCE (ECDL)

The Europeans Computer Driving Licence (ECDL) is the world's most successful IT skills certification programme. To date, nine million people have undertaken an ECDL programme in more than 60 countries worldwide. It is suitable for people of all ages, from every work discipline, for people entering the job market, and for those who work at home.

www.ecdl.ie

FURTHER EDUCATION AND TRAINING AWARDS COUNCIL (FETAC)

FETAC is the national awarding body for further education and training in Ireland. In the college evening programme we offer a range of FETAC Level 5 courses.

Tel: 01 865 9500

www.fetac.ie

IRISH ACADEMY OF PUBLIC RELATIONS(IAPR)

The Irish Academy of Public Relations specialises in courses in Public Relations and related areas. In the college we run the Certificate in Public Relations and Publicity Skills.

www.irishacademy.ie

IRISH PAYROLL ASSOCIATION (IPASS)

IPASS Association is Ireland's premier provider of Payroll Training, PAYE Training, PRSI and VAT Training qualifications and is the only representative body for Payroll Professionals in Ireland.

Tel: 01 408 9100

www.ipass.ie

IRISH MANAGEMENT INSTITUTE (IMI)

IMI is Ireland's premier provider of management development and executive education providing a range of qualifications at Certificate, Diploma and Graduate levels.

Tel: 01 207 8487

www.imi.ie

NATIONAL UNIVERSITY OF IRELAND (NUI)

The Counselling Skills Certificate is certified by NUI. Information leaflets outlining course content is available from the College.

Tel: 01 708 3784

www.may.ie/academic

UNIVERSITY OF CAMBRIDGE

Cambridge ESOL offers the world's leading range of certificates for learners of English. They help people gain entrance to university or college, improve job prospects or measure progress in English.

Tel: +44(0) 122 333 2200

www.cambridgeesol.org/exams/

EVENING COURSES CALENDAR 2010 – 2011

The table below sets out the dates on which no evening classes take place.

September 2010	Autumn Evening Courses Commence from Monday 20 th unless otherwise stated
October 2010	Monday 25 th , Tuesday 26 th , and Wednesday 26 th (Mid Term Break)
December 2010	Monday 20 th , Tuesday 21 st , and Wednesday 22 nd (Christmas Holidays)
January 2011	Monday 3 rd , Tuesday 4 th , and Wednesday 5 th (Christmas Holidays)
Autumn courses recommence from Monday 10 th January 2011	
Spring courses commence from Monday 31 st January 2011	
April 2011	Monday 18 th , Tuesday 19 th , and Wednesday 20 th (Easter Holidays)
April 2011	Monday 25 th , Tuesday 26 th , and Wednesday 27 th (Easter Holidays)
May 2011	Monday 2 nd (Bank Holiday)

ADULT LITERACY

Dún Laoghaire VEC offers a free and confidential service for adults who would like help with reading, writing, spelling and maths. For more information, please contact the Dún Laoghaire VEC Adult Learning Centre, c/o Holy Child School, Pearse Road, Sallynoggin. Tel: 2855633

REDUCTION FOR SENIOR CITIZENS AND UNEMPLOYED

A 10% reduction on tuition fees up to a maximum of €25 may be available for Senior Citizens, Full Time Students of Dún Laoghaire VEC and registered Unemployed persons (details on request).

CONDITIONS OF ENROLMENT

- Fees must be paid in full on enrolment with completed application form.
- Fees are non-refundable except where the class does not form. Refunds of cancelled classes will be returned as soon as possible.
- Fees are for tuition and exams except where otherwise indicated. (Some validating bodies charge separate registration/examination fees)
- Fees do not cover the cost of materials required.
- All courses are offered subject to sufficient demand and teacher availability.
- It is the responsibility of the applicant to inform himself/herself as to the content, duration and suitability etc. by contacting the college for course details or checking relevant websites for course information.
- Results of all FETAC examinations will be posted out in August.
- Other validating bodies have their own timeframe for the issuing of results and certificates. Full details will be given by the tutors.
- It is important to inform the college of any change of address to ensure receipt of examination results etc.
- Responsibility cannot be accepted for the loss or damage to the property of the student.
- Smoking is prohibited by law in any part of the college.
- The information in this brochure is accurate at time of going to press. However, the college reserves the right to amend, restructure or cancel any course/class where circumstances necessitate such action.

Director of Adult Education: Susan Henry

Assistant Director: Pat Kiersey

DUN LAOGHAIRE COLLEGE OF FURTHER EDUCATION

EVENING COURSE APPLICATION FORM 2010/2011

COURSE TITLE:

COURSE CODE:

FIRST NAME:

LAST NAME:

ADDRESS:

TEL:

EMAIL:

DATE OF BIRTH:

PPS NO.:

MALE: FEMALE:

PAYMENT METHOD

PLEASE TICK: VISA LASER MASTERCARD CHEQUE CASH

CARD NO.:

CARD EXPIRY DATE:

CCV CODE (LAST 3 DIGITS ON BACK OF CARD):

CARD HOLDER:

The FULL FEE must accompany this form.

PLEASE DO NOT POST CASH.

I have read the Enrolment Procedure and Conditions of Enrolment.

SIGNED:

DATE:

OFFICE USE ONLY

FEE:

RECEIPT NO.:



Dún Laoghaire College Of Further Education

Cumberland Street

Dún Laoghaire

Tel: 01 2809676

Fax: 01 2843767

Email: info@dlcfe.ie

Web: www.dlcfe.ie



Dún Laoghaire
VEC

