

How To Apply

For information on how to apply please call into your local LES Office or your local FAS Office.

LES Office Westport 098 28583

Contact : Marion Robinson

LES Office Castlebar 094 9026468

Contact : Ciara Heneghan

Newport Local Training Initiative

Cuan Modh

Barrack Hill

Newport

Co Mayo

098-42530/087-9166865/087-7414141

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South West Mayo

DEVELOPMENT COMPANY LTD

Comhlacht Forbartha
Iardheisceart Mhaigh Eo Teo



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and the European Union



EUROPEAN SOCIAL FUND

Newport Local Training Initiative



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Run in conjunction with





Newport Local Training Initiative is run in conjunction with FÁS and is a full time course (26 weeks). It runs daily, Monday to Friday from 9.30am until 5.00pm.

It is located in the Cuan Modh building which is located behind the Church on Barrack Hill in Newport.

Each participant on the course has the use of an individual computer, and coursework books and exercises are supplied for the duration of the course.

The courses are delivered in a fully tutor - supported environment. Participants are encouraged to work on their own initiative, at their own pace, in a relaxed, informal environment.

The facility hosts a fully functioning IT training room. Boasting top of the range PCs with high speed Internet access.

Training Provided includes the following accredited courses:

- ◆ Equalskills - *Certified*
- ◆ ECDL Start & Core - *Certified*

Modules include:

- ⇒ *Information & Communication Technology*
- ⇒ *File Management*
- ⇒ *Word Processing*
- ⇒ *Spreadsheets*
- ⇒ *Databases*
- ⇒ *Presentation*
- ⇒ *Web Browsing & Communication*

- ◆ ECDL Advanced Modules - *Certified*

Advanced Modules are in:

- ⇒ Word
- ⇒ Excel
- ⇒ Presentation
- ⇒ Databases

- ◆ Full working knowledge of Internet use and email Setup
- ◆ Improved Typing Skills



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