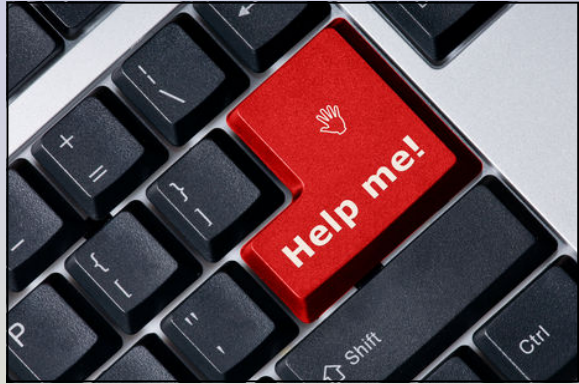


JULY – SEPTEMBER 2010

# OMTI COMPUTER CENTRE

# ADULT COMPUTER COURSES



- **WIDE RANGE OF COURSES (MOST FREE)**
- **BEGINNERS MORE THAN WELCOME**
- **COMPUTER QUALIFICATIONS AVAILABLE**
- **VIDEO AND DIGITAL PHOTOGRAPHY**
- **EASY ACCESS DROP IN CENTRE**
- **STATE OF THE ART COMPUTERS**
- **See inside for details**



**OMTI COMPUTER CENTRE**  
**105 FARM ROAD**  
**KENDRAY**  
**BARNSELY**  
**S70 3DL**  
**☎01226 215829**  
**www.omti.co.uk**



# OMTI COURSE TIMETABLE

<u>COURSE</u>	<u>START DATES</u>	<u>WEEKS</u>	<u>DAY</u>	<u>TIME</u>
<b><u>ECDL**</u></b> (£50 WHOLE COURSE)	July 12	30	Mon	9.30am to 12.30 pm
<b><u>INTRODUCTION TO DATABASES</u></b>	July 12	8	Mon	3.30pm to 5.00 pm
<b><u>INTERNET &amp; EMAIL</u></b>	July 14	6	Weds	10.00am To 12.00
<b><u>INTRODUCTION TO EXCEL</u></b>	July 14	6	Weds	1.00pm to 3.00 pm
<b><u>INTRODUCTION TO COMPUTERS</u></b>	July 14	3	Weds	6.00pm to 8.00pm
<b><u>MICROSOFT DIGITAL LITERACY CURRICULUM*</u></b>	July 15	10	Thurs	9.30am to 12.30 pm
<b><u>PC MAINTENANCE</u></b>	July 15	6	Thurs	1.00pm to 3.00 pm
<b><u>WORD PROCESSING LEVEL 1**</u></b>	July 15	8	Thurs	1.00pm to 3.00 pm
<b><u>MANAGING FILES</u></b>	July 15	4	Thurs	3.30pm to 5.00 pm
<b><u>SOCIAL NETWORKING</u></b>	July 16	4	Fri	1.00pm to 3.00 pm
<b><u>INTRODUCTION TO POWERPOINT</u></b>	July 16	6	Fri	1.00pm to 3.00 pm
<b><u>PHOTOSHOP ELEMENTS*</u></b>	July 19	10	Mon	1.00pm to 3.00 pm
<b><u>INTRO TO WEB DESIGN WITH DREAMWEAVER*</u></b>	July 20	10	Tues	10.00am To 12.00
<b><u>MAKING A POSTER</u></b>	July 20	3	Tues	1.00pm to 3.00 pm
<b><u>INTRODUCTION TO DIGITAL PHOTOGRAPHY *</u></b>	July 20	6	Tues	6.00pm to 8.00 pm

Courses marked \* require a £20 deposit, refundable only after the student attains

# OMTI COURSE TIMETABLE

<u>COURSE</u>	<u>START DATES</u>	<u>WEEKS</u>	<u>DAY</u>	<u>TIME</u>
<u>ECDL**</u> (£50 WHOLE COURSE)	July 23	30	Fri	9.30am to 12.30 pm
<u>INTRODUCTION TO COMPUTERS</u>	August 2	3	Mon	10.00am to 12.00
<u>INTERNET &amp; EMAIL</u>	August 4	6	Weds	6.00pm to 8.00 pm
<u>WORD INTERMEDIATE</u>	August 12	8	Thurs	3.30pm to 5.00 pm
<u>INTRODUCTION TO WORD PROCESSING</u>	August 13	6	Fri	1.00 pm to 3.00 pm
<u>INTERNET &amp; EMAIL</u>	August 27	6	Fri	1.00 pm to 3.00 pm
<u>VIDEO EDITING INTERMEDIATE*</u>	August 31	6	Tues	6.00pm to 8.00 pm
<u>INTRODUCTION TO COMPUTERS</u>	Sept 8	3	Weds	10.00am to 12.00
<u>MANAGING FILES</u>	Sept 8	3	Weds	1.00pm to 3.00 pm
<u>MAKING A NEWSLETTER</u>	Sept 14	3	Tues	1.00pm to 3.00 pm
<u>USING WINDOWS 7</u>	Sept 16	3	Thurs	1.00pm to 3.00 pm
<u>ETYPE **</u>	Everyday		All	All
<u>ECDL ADVANCED **</u> (£50 per module)	Everyday		All	All
<u>OPEN WORKSHOP</u>	Every Wednesday	ALL	Weds	5.30pm to 8.00pm

an attendance of 80% or more. Courses marked \*\* attract accreditation fees

# ADULT COURSES

All our computer courses are **FREE** except the ECDL (£50 fee\* plus £10 deposit for materials), Word Processing Level 1 (£25), E-Type (£50), and the ECDL Advanced (£50 for each test plus £10 deposit for materials, £25 for each re-sit test). Check the timetable inside to find what type of course you want, then give us a call on **01226 215829** to make your booking. If you have any queries or would like some advice please feel free to contact us or call in at the centre.

\* The £50 fee for the ECDL is not applicable to Kendray residents (proof of address will be required). Kendray residents will be asked for a £50 deposit (plus £10 deposit for materials) which will be refunded only on completion of the course.

The 'Microsoft Britain Works' program aims to provide you with IT skills training that will help get your career started. There are a number of **FREE** vouchers available at our centre for this online training.

## OPENING TIMES

<u>DAY</u>	<u>DAYTIME DROP-IN</u>	<u>EVENINGS</u>
MONDAY	09.30 am TO 5.00 pm	
TUESDAY	09.30 am TO 5.00 pm	5.00 pm TO 8.00 pm (ALL)
WEDNESDAY	09.30 am TO 5.00 pm	5.30 pm TO 8.00 pm (Adults Only)
THURSDAY/FRIDAY	09.30 am TO 5.00 pm	



**UK online**

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Website: [www.omti.co.uk](http://www.omti.co.uk)

**CONTACT US NOW**