

E-Learning Courses

- Health and Safety in the Workplace
- Introduction to Microsoft Word 2003
- Introduction to Microsoft PowerPoint 2003
- Introduction to Microsoft Excel 2003
- Introduction to Microsoft Access 2003
- Introduction to Microsoft Outlook 2003
- Safeguarding Vulnerable Adults and Children
- Refresher
- Mental Capacity Act Awareness (Coming Soon)



Where: Online at project
When: 1st-14th each month
How long: 3 hours
Requirements: Basic computer skills

To apply complete an e-learning application form and return to Head Office

In order to be registered you must supply a unique e-mail address and security question

If the course is not completed within the two week period your project will be charged a non-completion fee.

Applications cannot be accepted once the course has commenced