

TERM 3 2021 TECHNOLOGY and JOB READY PROGRAMS

Classes post lock down (recommencing from Mon 2 August 2021)

GET TO KNOW WINDOWS 10 Basic Computer Skills 213DLGTKW	TUESDAY 12.30pm-3.00pm 3 Aug – 14 Sept Total 8 weeks	WEDNESDAY 9.30am-12.00pm 4 Aug – 15 Sept Total 8 weeks	
DEVELOPING YOUR SKILLS 1 MS Office Basic Skills 212DLDYS1	WEDNESDAY 12.30pm-3.00pm 4 Aug – 15 Sept Total 8 weeks		
DEVELOPING YOUR SKILLS 2 MS Office Intermediate Skills 212DLDYS2	TUESDAY 9.30am-12.00pm 3 Aug – 14 Sept Total 8 weeks		
MEDICAL RECEPTION 1 211SFWSMR1	MONDAY 9.00am-12.00pm 2 Aug – 13 Sept Total 8 weeks		
HEALTH SERVICES (Skills for Work) 211SFWSHEALTH	FRIDAY 9.15am – 1.15pm 6 Aug- 10 Dec		
GENTLE YOGA FREE For everyone 211PDY (Rita)	3 rd WEDNESDAY of month 7.15pm-8.15pm 18 Aug & 15 Sept		

FEES (current fees)

Computer Courses (Developing Your Skills, Windows 10)

20-hour program = \$40 Conc /\$50 Non-conc/\$200 Non-res

Skills for Work (Early Childhood Education/Health Services

2-term program = \$55 Conc /\$100 Non-conc/\$350 Non-res

NOTE: This course is only \$20 for current GEALC students (excludes non-residents)

Medical Reception 1

30-hour program = \$35 Conc /\$60 Non-conc/\$220 Non-res

Short Skill/Computer Courses (Intro to iPad, Word & Excel)

5-hour program = \$15 Conc/\$20 Non-conc / \$50 Non-res

NOTE: Job Ready is FREE to enrolled students

Wellbeing Courses (Drawing & Painting)

8-week program = \$40 Conc/ \$55 Non-conc

NOTE: Monthly Yoga session is FREE to everyone

VENUE

GEALC Computer Room ■

Zoom & Google Class ■

Lime Classroom ■

Kitchen Area ■

GET TO KNOW WINDOWS 10 Basic Computer Skills 213DLGTKW	TUESDAY 12.30pm-3.00pm 13 July- 31 Aug (8wks)	WEDNESDAY 9.30am-12.00pm 14 July - 1 Sept (8wks)	
DEVELOPING YOUR SKILLS 1 MS Office Basic Skills 212DLDYS1	WEDNESDAY 12.30pm-3.00pm 14 July - 1 Sept (8wks)		
DEVELOPING YOUR SKILLS 2 MS Office Intermediate Skills 212DLDYS2	TUESDAY 9.30am-12.00pm 13 July- 31 Aug (8wks)		
DIGITAL LITERACY SHORT COURSES (2 X 2.5 hours = 5 hours)	INTRODUCTION TO IPAD TUESDAY 9.30am-12.00pm 7 Sept & 14 Sept (2wks) ACL211INIPAD	INTRODUCTION TO WORD WEDNESDAY 9.30am-12.00pm 8 Sept & 15 Sept (2wks) ACL211INWD	INTRODUCTION TO EXCEL WEDNESDAY 12.30pm-3.00pm 8 Sept & 15 Sept (2wks) ACL211INEX
EARLY CHILDHOOD EDUCATION (Skills for Work) 211SFWSCHILD	TUESDAY 9.15am – 1.15pm 13 July - 14 Sept		
MEDICAL RECEPTION 1 211SFWSMR1	MONDAY 9.00am-12.00pm 19 July – 30 Aug		
HEALTH SERVICES (Skills for Work) 211SFWSHEALTH	FRIDAY 9.15am – 1.15pm 23 July- 10 Dec		
DRAWING & PAINTING 212PDD&P (Nicole)	THURSDAY 9.00am-11.00am 15 July- 9 Sept (8wks) *	<i>*Note: There will be no class on 5 August</i>	
GENTLE YOGA FREE For everyone 211PDY (Rita)	3 rd WEDNESDAY of month 7.15pm-8.15pm 21 July, 18 Aug & 15 Sept		