

learn laugh live

SHORT COURSES TERM 2: 2018

Alamein Neighbourhood & Learning Centre Inc.

We welcome people from a variety of backgrounds, beliefs and orientations, and recognise and respect the diversity of our participants. We understand the issues facing diverse groups and respond to their needs. We provide an accessible and appropriate service and refer where necessary.

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ALAMEIN NEIGHBOURHOOD
& LEARNING CENTRE INC.

Learn Laugh Live

49 Ashburn Grove, Ashburton 3147
Ph: 9885 9401 W: www.alameinnlc.com.au

Alamein Neighbourhood & Learning Centre Inc.

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English & Literacy

Our English as a Second Language (ESL) classes run every term throughout the year. New students are welcome at any time; an interview with the Co-ordinator is required. Interviews are conducted Wednesday to Friday. For bookings and further information call the Centre on 9885 9401.

Fees for classes, unless specified:

Concession:

\$110 term 2 – 4

Non-concession:

\$133.50 1st course term 2 – 4

Non-concession:

\$73.50: Extra course term 2 – 4

Non-residents:

\$125 per course per term

Basic Literacy and Numeracy

18ALNLTNUM



Improve confidence, numeracy and literacy skills through a range of practical learning experiences.

Mon 9.30am – 12pm

T2: 16 April – 25 June

T3: 16 July – 17 September

T4: 08 October – 26 November

Living English (Beginners English)

18ALNLIVENG



Beginner's English (Level 1)

This is a class for ESL learners that focuses on developing oral and written skills for everyday use.

Tue 12.30pm – 3pm

T2: 17 April – 26 June

T3: 17 July – 18 September

T4: 09 October – 4 December

English Communication Skills

(Pre-intermediate English)

18ALNCOMSKI



Pre-intermediate English (Level 2) For English learners to improve their skills in English through conversation, reading, writing, speaking and listening.

Tue 9.30am – 12pm

T2: 17 April – 26 June

T3: 17 July – 18 September

T4: 09 October – 4 December

English for Work and Study

(Upper-intermediate English)

18ALNENGWOR



Upper Intermediate and above (Level 3)

An English class covering all macro skills (speaking, listening, reading, writing, grammar, vocabulary skills) for practical use and beyond.

Wed 9.30am – 12pm

T2: 18 April – 27 June

T3: 18 July – 19 September

T4: 10 October – 7 December

Literacy and ESL through

Computers



18ALNLITCOM
A Literacy and English class to improve computer skills, grammar, writing and reading. For both English and non-native English speakers.

Fri 9.30am – 12pm

T2: 20 April – 29 June

T3: 20 July – 21 September

T4: 12 October – 30 November

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Creative pursuits

Mosaics

Create beautiful art work from tiles and ceramics. BYO tiles.

Fri 1pm – 3pm

4 May – 22 June (8 sessions)

\$150/\$140

Introduction to SLR

Covers shutter speed, aperture, effects on images, automatic settings and taking great portraits, landscapes, macros & night photos using a SLR.

Thu 10am – 12.30pm

24 May – 14 June (4 sessions) \$140

Kokedama Balls

Learn the Japanese practice of binding plants into mini hanging works of art.

Sat 2pm – 4.30pm

26 May (1 session) \$55

Create your Life:

Vision Board Workshop

Define your dreams, create your vision board and attract your ideal outcomes.

Sat 10am – 4pm

2 June (1 session) \$87

Japanese Tea Ceremony

See a traditional tea ceremony and learn how to make matcha.

Sat 10.30am – 11.30am

16 June (1 session) \$25

Cooking Club

Share cooking ideas from home-grown veggies to home-cooked meals.

Thu 1pm – 2.30pm

Contact Centre for dates

Crafternoon

Get together and join our student led craft circle. Bookings essential.

Thu 1pm – 2.30pm

Contact Centre for dates

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For Australian permanent residents & citizens. ACFE funded.
(The ACFE funded courses are supported by the Victorian Government.)

laugh live



Technology & Work Skills

Computers, tablets & IT

Introduction to Computers (Windows 10) 18ESINTCOM

Windows 10, terminology, organising the desktop, files, folders, print, basic Word 16

Tue 9.30pm – 12pm

24 April – 26 June (10 wks) \$122 (\$77 + \$45 materials)

Introduction to Excel 2016:

(Intensive) 18ESINTEXC

Create, customise, use format features, formulas, import objects, save and print.

Tue to Fri 9.30am – 3pm

3 – 6 July (4 days) \$105 (\$70 + \$35 materials)

Introduction to Word 2016:

18ESINTWOR

Create, edit, format, save and print documents, tables, images and templates.

Thu 12.45pm – 3.15pm (8 wks)

10 May – 28 June \$105 (\$70 + \$35 materials)

Managing Photos on iPads/iPhones

Learn how to move and save photos from iPhones/iPads.

Mon 9.45am – 12.15pm

30 April (1 wk) \$40

Protect Your Computer

Protect from viruses, back up valuable data.

Mon 9.45am – 12.15pm

7 May (1 wk) \$40

iPads and iPhones Basics

Navigate and use apps on your device.

Mon 9.45am – 12.15pm

18 June (1 wk) \$40

Exploring the Internet

Introduction to Twitter

Account set up, search, dashboard, tweet, follow and be followed.

Mon 9.45am – 12.15pm

21 May (1 wk) \$40

Introduction to Facebook

Account set up, navigating, uploading, posting and commenting

Mon 9.45am – 12.15pm

4 June (1wk) \$40

Build your business and upskill for work

Barista Skills and the Service Industry 18VOCSERIND

Learn coffee making, customer service, teamwork, merchandising and more.

Fri 9.30am – 3pm

18 May – 8 June (4 wks) \$100/\$50

Find a Job or Change Your Career: Pathways to Employment 18ESPATH

Equips you to get a job or change careers, includes employability and transferable skills, 21st century job searching, resumes and cover letters.

Mon 12.30pm – 3pm

30 April – 25 June (8 wks) \$70/\$20

Website design and maintenance 18ESWEBDES

For office workers and small business owners who need an understanding of basic design, updating and maintenance of Wordpress websites.

Wed 12.30pm – 3pm

9 May – 27 June (8 wks) \$90

English through office skills

Introduction to Office Skills – ESL

18VOCOFFSKI

Learn English through learning the basics of working in an office including using a computer, answering the phone, teamwork, customer service and basic office equipment.

Fri 12.30pm – 3pm

11 May – 29 June (8 sessions) \$85

Marketing through Digital Media 18ESDIGMED

Learn Facebook, Twitter, Instagram and Mail Chimp to improve your organisation's online profile.

Tue 12.30pm – 3pm

1 May – 19 June (8 wks) \$85

Introduction to Google Analytics

This popular product tracks and reports website traffic. Learn how to use it to help determine what is working and what needs work when promoting your business or venture via your website.

Wed 9.30am – 12pm

16 May (1 wk) \$40

Facebook Advertising for Businesses

Promote your business to your target audience with Facebook ads. Learn how to get started with Facebook advertising, and set up your first Facebook ad.

Wed 9.30am – 12pm

30 May (1 wk) \$40

NBN basics

Did you know you are losing your landline? Learn how the NBN will affect you and what plan to choose.

Thu 1pm – 3pm

31 May (1 wk) \$25

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Health & Wellbeing



Events & Activities

Short leisure courses

Pilates

Control, precision, movement, balance and concentration; a mind body workout.
Tue 6.20pm – 7.20pm
10 – 17 April (2 sessions) \$25

Yoga with Meditation, Pranayama and Relaxation Techniques

Thu 9.30am – 11am
12 – 19 April (2 sessions) \$38

How to enrol

Pick up an enrolment form from the Centre during office hours, download one from our website or phone us on 9885 9401. Payment can be made by credit/debit card (including over phone)/ EFTPOS, cash, cheque, money order or EFT – Westpac Banking details are:
BSB No: 033-106 Account No. 11-0866 (Ref: surname & course name)
Cheques must be made out to:
Alamein Neighbourhood & Learning Centre



ABN: 14634097750

Assoc. A0001801D

Office Hours: 9.15am – 3.30pm
Monday to Friday
(Closed on Public Holidays)

Address: 49 Ashburn Grove, Ashburton

Phone: 9885 9401

Email: admin@alameinnlc.com.au

Web: www.alameinnlc.com.au

Facebook: Alamein Neighbourhood & Learning Centre

Term courses

Meditation and Guided Relaxation

Thu 5.45pm – 6.45pm
26 April – 28 June (10 sessions)
\$125

Pilates

Control, precision, movement, balance and concentration; a mind body workout.
Tue 6.20pm – 7.20pm or
Tue 7.30pm – 8.30pm
24 April – 26 June (10 sessions) \$125

Yoga: Gentle

Enjoy the benefits of hatha yoga. Ranging from beginner to experienced.
Mon 5.45pm – 6.45pm
23 April – 25 June (9 sessions) \$113

Yoga: Continuing

Mon 7pm – 8pm
23 April-25 June (9 sess) \$113

Continuing Yoga with Meditation, Pranayama and Relaxation Techniques

Thu 9.30am – 11am
26 April-28 June (10 sessions) \$188

Mindfulness & Small Movement Class

Great for older people and a nice way to end the week.
Chair-based. Please call Centre to book.
Fri 3.15pm – 3.55pm
Weekly from 27 April
Gold coin per session

Neighbourhood House Week Music at Your Door

(Intimate Classical Music Event)
Melbourne musician playing classical music you love.
Wed 10am – 11.30am 2 May
Gold coin. (Bookings essential)
Presented by 3MBS & Music Melbourne

Massage

Learn simple techniques to reduce tension in the hands.
Thu 11.10am – 12pm 3 May
Free (bookings essential).

Australia's Biggest Morning Tea

Come and meet everyone at your friendly neighbourhood house. Funds raised donated to Cancer Research. RSVP by 18 May
Wed 10.30am 23 May.

Alamein Men's Shed

Located at Alamein railway station. Open to Boroondara men, all ages.
Tue and Thu 9.15am – 12pm
\$25 per term
Call for details

Bus Trips for Older Adults

For local residents 65+
(CHSP funded). Bookings essential.
Wed 10am \$8 (ongoing)
Contact Centre for details

Dial a Shopping Bus

Service for older adults (CHSP funded). Pick up and drop off from your home in local area.
Monday and Friday weekly \$3
Contact Centre for details

Adult, Community and Further Education (ACFE) Board | City of Boroondara

