

**ALAMEIN
NEIGHBOURHOOD
& LEARNING CENTRE INC
TERM 4 2020 PROGRAM**

learn laugh live

TERM 4: 2020

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.



**ALAMEIN NEIGHBOURHOOD
& LEARNING CENTRE INC.**

Learn Laugh Live

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

Alamein Neighbourhood & Learning Centre Inc.



English & Literacy

English & Literacy

Our English as a Second Language (ESL) classes run every term throughout the year. New students are welcome; an interview with the Co-ordinator is required (Tuesday and Friday).

At this time, we will be offering classes remotely with the opportunity to return onsite, once COVID-19 restrictions are lifted. For online remote classes, students must have access to the internet and a computer, laptop or iPad in order to Zoom into the classroom.

For bookings & further information call ANLC on 9885 9401.

Basic Literacy and Numeracy

20ALNLITNUM

Improve your confidence with reading, writing and math skills.

Mon 9.30am – 12pm

T4: 5 Oct – 7 Dec

Cost: \$50 classroom /\$20 online

English Communication Skills

20ALNCOMSKI

Pre-intermediate English (Level 2)

Tue 9.30am – 12pm

T4: 6 Oct – 8 Dec

Cost: \$50 classroom/\$20 online

Living English

20ALNLIVENG

Beginner's English (Level 1)

Tue 12.30pm – 3pm

T4: 6 Oct – 8 Dec

Cost: \$50 classroom/\$20 online

English for Work and Study

20ALNENGWOR

Upper Intermediate and above (Level 3)

Wed 9.30am – 12pm

T4: 7 Oct – 2 Dec

\$50 classroom /\$20 online

Literacy and ESL Through Computers

20ALNLITCOM

Fri 9.30am – 12pm

T4: 9 Oct – 4 Dec

Cost: \$50 classroom/\$20 online

NEW 2020 English Courses

Intensive English NEW (Pre-intermediate English)

Literacy for Practical Purposes (Level 2)

20ALNLITPRA

A 6-week course to improve your speaking, listening, reading, writing, and confidence in your English.

Wed – Fri 10am – 3pm

28 Oct – 4 Dec (18 sessions)

Cost: \$50 classroom/\$20 online

Returning to Study

(LEAP into Study)

ACL20ALNSTU

Learn how to get back into study patterns, writing preparation and expectations for returning to study and more.

Fri 12.30pm – 2.30pm

13 Nov – 4 Dec (4 wks) Cost: \$10 online

English for Future Pathways Incl. Aussie English

(Level 3) 20ALNENGPAT

Thu 10am – 2pm

27 Aug – 5 Nov (11 sessions)

Cost: \$50 classroom/\$20 online

Expressions of Interest

Communicating Using Digital Devices On-line

(Communicating in the Digital Age)

20EMPCCOMDIG

Learn how to use apps and online conferencing platforms for iPads includes photos, videos, ZOOM and key apps.

Introduction to Computers

(Windows 10) 20EMPINTCOM

Introduction to Technology Today

20EMPTECH

Drones, coding, VR, 3D printing

Introduction to Cleaning Operations NEW

20VOCCLEAN

Gain skills needed to work in the cleaning industry, includes dusting, vacuuming, mopping, safe chemical use and handling etc.



Follow us on Facebook: Alamein Neighbourhood and Learning Centre to find out the latest information.



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

laugh live



Technology continued & Work Skills

Exploring the Internet

Marketing through Digital Media

20EMPDIGMED

Learn how to market a company or group through Facebook, Twitter, Instagram, Mail Chimp and more.

Wed 9.30am – 12pm

14 Oct – 2 Dec (8wks)

Cost: \$50 classroom/\$20 online

LEAP into Online Sales **NEW**

ACL20EMPONS

Learn to buy and sell online through Amazon, Booktopia, eBay, Gumtree and Facebook marketplace.

Wed 12.30pm – 3pm

25 Nov – 2 Dec (2wks) Cost: \$10 online

Computers, Tablets & IT

Level 2 Word & Excel **NEW**

20EMPWEL2

Take your Word and Excel skills to the next level with Scott Moran.

Wed 9.30am – 12pm

7 Oct – 25 Nov (8wks)

Cost: \$20 online class and cost of manual

Essential Personal Assistant/ Reception Skills **NEW**

(LEAP 21st Century PA)

ACL20VOCPA

Use on-line platforms to set up meetings and create professional business documents.

Wed 1pm – 3pm

11 Nov – 25 Nov (3wks) Cost: \$10

Coding and Robotics Workshop **NEW**

(LEAP into Coding and Robotics)

ACL20EMPCOD

Learn how to do basic coding for a mini robot (Sphero) and race it.

Mon 10am – 3pm

7 Dec (1 session) Cost: \$10

Upskill for Work

Introduction to ESL Tutoring Support

20VOCESLTEA

Learn English as a Second Language teaching strategies, grammar and pronunciation rules, macro language approaches and more. Excellent for people supporting ESL learners.

Wed 10am – 12.30pm

7 Oct – 9 Dec (10wks)

Cost: \$50 classroom/\$20 online

Introduction to Volunteering and Beyond

20EMPINTVOL

Thinking about volunteering? This course will give you the confidence and knowledge to find a volunteer role and understand your rights and responsibilities.

Mon 12.30pm – 3pm

12 Oct – 30 Nov (8wks)

Cost: \$50 classroom /\$20 online

Introduction to Running Your Own Business

20EMPRUNBUS

Want to start your own business but not sure how? This great course will give you the foundation you need, includes key issues in running a business from home.

Mon 6pm – 8.30pm

12 Oct – 7 Dec (8wks)

Cost: \$50 classroom/\$20 online

Find a Job or Change Your Career: Pathways to Employment

20EMPPATH

Covers identifying your transferable skills, creating a standout resume, 21st century job searching, interview skills and more. Great for people looking for work or wanting to get back into employment or study after a period of time.

Wed 10am – 3pm

4 Nov – 2 Dec (5wks)

Cost: \$50 classroom/\$20 online

LEAP: Rejuvenate Your Resume & LinkedIn **NEW**

ACL20EMPRES

Update your resume and learn how to use LinkedIn, this popular business-networking tool, to find a job.

Tue 1pm – 3pm

10 Nov – 24 Nov (3wks) Cost: \$10

How to Win an Argument **NEW**

LEAP: Negotiation Skills

ACL20EMONEG

Learn negotiation skills – a must to win an argument or to successfully express your case.

Tue 1pm – 3pm

10 Nov – 24 Nov (3wks) Cost: \$10

Green Cleaning **NEW**

(Leap into Literacy) ACL20ALNLIT1

Learn ways to clean homes or offices using environmentally friendly products. A pathway into cleaning operations.

Contact the Centre for dates.

Cost: \$10 online

Grow Your Own Food in Spring **NEW**

Introduction to Horticulture

20VOCINTHOR

Learn what plants are good in Spring and how to grow them in this practical course. Contact the Centre for dates.

Cost: \$50 classroom/\$20 online

LEAP into Financial Wellbeing **NEW**

ACL20ALNFW

Learn essential skills to manage a budget, set financial goals and become aware of helpful resources including types of loans and financial support available. Contact the Centre for dates.

Cost: \$10

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Alamein Neighbourhood & Learning Centre Inc.

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Community Activities

Discussion Group

Join this informal group discussing interesting topics, movies, books and current events. Thu fortnightly via Zoom at 1.30pm. Contact the Centre for details.

Garden Club

Share in the fun of nurturing plants in the International Year of Plant Health. This usually runs Thu fortnightly but is currently ON HOLD due to COVID-19 restrictions. Contact the Centre for details.

Alamein Men's Shed

Located at Alamein railway station. Open to Boroondara men, all ages by invitation. This usually runs Tue and Thu 9.30am – 11.30am but is currently ON HOLD due to COVID-19 restrictions. Contact the Centre for details.

Dial a Shopping Bus

Service for older adults (CHSP funded). Pick up and drop off from your home in local area. This usually runs Mon and Fri weekly but is currently ON HOLD due to COVID-19 restrictions. Contact the Centre for details.



Health & Wellbeing

Yoga: Gentle

Mon 5.15pm – 6.15pm
5 Oct – 7 Dec (9wks)
No class Cup Eve, 2 Nov
Cost: \$90

Yoga: Continuing

Mon 6.30pm – 7.30pm
5 Oct – 7 Dec (9wks)
No class Cup Eve, 2 Nov
Cost: \$90

Yoga with Meditation, Pranayama and Relaxation Techniques

Thu 9.30am – 11am
8 Oct – 10 Dec (10wks) Cost: \$150

Pilates

Core strength, posture alignment, muscle balance.
Tue 7pm – 8pm
6 Oct – 8 Dec (10wks) Cost: \$100

Meditation and Guided Relaxation

For focusing and lowering stress.
Thu 5.15pm – 6.15pm
22 Oct – 10 Dec (8wks)
Cost: \$80 online



Creative Pursuits

Leap into Photography

ACL20EMPPHOT 
Learn tips and tricks on how to take great macros, landscapes, portraits and more using your mobile device. Course delivered via ZOOM. Students need access to a camera (SLR, DLR or mobile device with camera).
Tue 3pm – 5pm
13 Oct – 27 Oct (3wks)
Cost: \$10 online

Leap into Video Techniques

ACL20EMPVID 
Learn to use your mobile device to take great videos, format, edit, create best lighting techniques and upload to a media platform.
Students need access to a video camera or mobile device with camera.
Tue 3pm – 5pm
10 Nov – 24 Nov (3wks)
Cost: \$10 online

Like us on Facebook:
Alamein Neighbourhood and Learning Centre



ABN: 14634097750 **Assoc.** A0001801D
Office Hours: 9.15am – 3.30pm
Mon to Fri (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 and Learning Centre

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 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



Adult, Community and Further Education (ACFE) Board