



**Narre Community
Learning Centre**
developing community through learning & support



Reading, Writing and Communication Skills

Would you like to learn speaking, listening, reading and writing skills at intermediate level? This class will help you to learn these skills, which will help with everyday life activities.

An overview of this course:

This class is designed to assist adults to learn, develop and improve basic reading, writing, communication and numeracy skills.

What you can expect to learn from this course:

- Develop written skills for everyday life.
- Increase reading skills for everyday practical purposes such as reading signs, directions, instructions, labels, etc..
- Increase reading skills for everyday enjoyment such as reading magazines, books and personal communication.
- Be computer literate for everyday use such as emails, internet research, on-line applications and the use of Word to create documents.
- Develop basic maths skills for practical everyday purposes eg. shopping, bill paying, banking, budgeting, measuring, map reading, etc.
- Develop language skills for effective communication with others and for some public speaking requirements.
- Develop knowledge and skills in spelling, grammar, punctuation and vocabulary for everyday purposes.
- Gain confidence to be able to increase education and employment opportunities.
- Learn for pleasure and increase general knowledge.

For further information, call Clea on 9704 7388

3 x 5 hours per week over Terms 2, 3 and 4

Date/Time: Mon, Tue & Fri 9:15am – 2:45pm

Course dates: Tue 1st May 2018 – Tue 18th December 2018

Please note that extra classes will be run on Wed 28th November 2018 and Wed 5th December 2018 due to the later starting date in Term 2.

Cost: \$745.20 (full fee), \$50.00 (concession)
\$262.50 (materials)