

Computer Workshops

These are intended for those who wish to follow a more flexible course of study.

Each learner would be registered with the school and be given a unique logon and password to West Park's Virtual Learning Environment. This enables the learner to

- access a personal area on the schools network;
- access learning resources produced by the school;
- use links to recommended learning resources;
- access Microsoft's Online Learning available through our IT Academy Status. (This contains 83 self paced learning courses provided by Microsoft and includes Windows XP, Windows Vista, Office 2003, Office 2007). You select the modules you wish to study.
- access a tutor by e-mail;
- attend workshops available on a regular basis, initially Monday 3:45 to 7:00.

Initially all learners will work towards the OCR Entry Level Certificate in Digital Literacy. All learning materials are available online at www.microsoft.com/uk/dlc and you will be supported by an experienced tutor through the workshops and by e-mail.

There is a registration fee of £10 which includes the first workshop session; thereafter units of workshop time can be purchased at £25 for 10 hours.

Note

Learners registered on our other computer courses would have automatic access to the above.