

Adult Education Evening Courses

Getting the most from the Web

Cost	€120
Duration	8 Weeks
Times	Mondays – 7.30 to 9.30 pm
Tutor	
Description	<p>The aims of the programme are to</p> <ul style="list-style-type: none"> a) Enable the learner develop the knowledge, skills and competence to create an email account b) Send and receive emails c) Add attachments d) Set up contacts lists e) Understand how to navigate around a website f) Effectively search for information on the internet g) Download pictures, pages and other forms of information from the internet h) Shopping online – setting up accounts i) Setting up a PayPal account j) Working with online banking k) Online booking – Ticketmaster, airlines, cinemas, etc. l) Using social media m) Mobile devices on the web n) Staying safe online
Certification	Moate Business College Certification