

COMBERTON ACADEMY TRUST COURSE INFORMATION

Course Title	Basic Web Page Design using HTML				
Course Description	This course is a startup for those who wish to design their own website in future. It will include basic HTML code which is easy and simple to write and understand.				
Start Date	27 September 2016	Day & Time	Tuesday 7 – 9 pm	Venue	Cambourne Village College
Tutor Details	Lalitha Gopalakrishnan worked with Wipro Technologies in India as a Java developer for around two years. She worked on a variety of their projects for clients like Fedex and SIAM bank. She then moved to the UK, and is now using her talent and experience to launch a career in tutoring.				
No. of wks	4	Terms		1	
Fee	£32	Concessionary Fee		£24	
Course Level:	Mixed ability			✓	
	Level 1, Level 2 (equiv. to GCSE / NVQ2)				
	Level 3 Equivalent GCE A Level				
Skills or qualifications needed for entry into the class			Interest in web designing and basic computer skills like browsing and notepad usage. Knowledge of any programming language will be highly beneficial.		
Course aims & objectives					
This course aims to provide a basic understanding of web page, its components and design. The objective is to help the candidates to develop static web pages on their own.					
Progression – after this course what might you do next?					
We have a follow-on course where learners will be able to increase their skills by using Java to produce more dynamic webpages. This course starts on 1 st November for 6 weeks.					
How progress & success will be recorded					
The progress will be recorded through the completed practical exercises given in the class and one to one discussions with the tutor.					

Additional course costs (e.g. visits, materials, books, equipment)	
None.	
Materials/equipment required for first class	Please bring paper and a pen to make notes.
Contact for further information	Community Education: 01223 264721 commed@combertonvc.org

Equalities statement

We are fully committed to equality of opportunity and welcome enrolments from everyone. We positively encourage all learners with any concerns about specific needs which might affect their learning to discuss their requirements with us in confidence. We believe that everyone is entitled to learn in an environment that is free from discriminatory behaviour so that we build a community based on mutual trust and respect.

We will ensure that resources and equipment are accessible to all and make reasonable adjustments to ensure that all learners can access activities

Enrolment and payment

Please enrol at Comberton Village College for all courses, including those in Cambourne and Melbourn. Fees can be paid by cheque, cash or debit card. Payments are not processed until classes are viable but please assume the class is running once payment has been sent, unless you hear to the contrary. Please send an SAE or email contact for confirmation or a receipt.

By Post: **Adult Education, Comberton Village College, Comberton, Cambridge, CB23 7DU.**

Cheques payable to: *Comberton Village College.*

In Person Please bring payment to the college reception.
 9.00–4.45 pm Mon–Thurs & 7.00–9.30 pm Mon and Weds, term time only.
 Summer Holiday: we pick up messages each week and return calls and emails. We are closed in other school holidays.

By Phone 01223 264721 and pay by debit card.

Refunds are only available if we close a class or you withdraw at least two weeks before the start. In the latter case there is a £5 administrative charge. Classes cancelled by us due to unforeseen circumstances (e.g. tutor illness or college closure due to heavy snow) will be replaced with an extra class at the end.

Concessionary Fees (25% discount) are available if you receive a means-tested benefit (evidence to be provided). It is also possible to pay by instalments and this method of payment is available even if you do not qualify for a concessionary fee. Please ask for details.

Safeguarding Statement

Arrangements have been made to make sure that you are safe in our centres. If you feel you are not safe for any reason, for example through verbal or physical abuse or you have been discriminated against, please tell your tutor or the centre manager, who will investigate to ensure your safety.