

## General Course Information - September 2025

### Adult Education, Ballymun

Literacy & Computer Courses			
Subject	Day/Time	Level	Description
Use your Smartphone/Tablet	Fridays (Beginners) Tuesdays (Improvers) 11.30am - 1pm	Beginners	Learn how to make the most out of your smartphone/tablet for everyday tasks
Computer Skills	Thursday or Friday mornings	Beginners	Get to grips with the basics and gain confidence in using Computers
Computer Literacy & Internet Skills	Wed & Fridays 9.30am - 11.30am	QQI 3	Learn about computers and how to use them in your everyday life
Spreadsheets	Tuesdays 1.00pm - 3.30pm	QQI 4	Advance your computer skills in creating, managing and editing spreadsheets.
Word Processing	Mon & Thursdays 9.30am - 12pm or Thurs 1pm-3.30pm	QQI 4	Advance your skills in creating, managing and editing word documents.
Information Technology	Tuesday evenings 7.00pm - 9.00pm	QQI 4	Develop skills to use the Internet and email as an effective communication tool. Learn to organise files, folders and computer workspace
Read Write Spell Groups & 1-1	Various days/times	Various levels	Improve your reading, writing and spelling skills in a relaxed and supportive group setting or get started with a 1-1 class.
Everyday Maths	Thursdays 9.30am - 11.30am	QQI 2	Focusing on everyday maths, numbers and problems. This is a gentle and slow-paced class for anyone who would like to improve their basic maths skills.
Maths	Tues & Thurs 11.45am - 1.45pm	QQI 3	Get comfortable with fractions, decimals, percentages, measurements and algebra
Child Development & Play	Tuesdays 9.30am to 12.30pm	QQI 3	Explore the different types of play and the role play has in a child's development.
Health & Fitness	Wednesdays 10am – 12.30pm	QQI 3	Learn the importance of maintaining a healthy lifestyle through healthy eating, exercise, stress mgmt, and how to properly warm up/cool down. Physical exercise activities are part of this course.
Communications	2 mornings a week 9.30am- 11.30am	QQI 3 QQI 4	Gain key skills in types of writing, effective communication, and working as part of a group.
Nutrition & Healthy Options	Tuesdays 12.00pm – 2.00pm	QQI 3	Gain an understanding of balanced diets, food safety and the role of vitamins and minerals in our bodies. Find out about special dietary needs and allergies.
Art & Design	Thursdays 11.45am - 2.45pm	QQI 3	Try out different materials, colours and shapes. Get creative by expressing your ideas through art.
Caring for your community & planet (Climate Justice)	Wednesdays 12.45pm - 2.45pm	QQI 3	Learn about climate change and sustainability with a mixture of field trips, gardening and classroom discussion
Intercultural Awareness	Tuesdays 9.30am - 11.30am	QQI 3	Learn about different races, cultures, customs, religions, fashions, foods and art
Driver Theory Literacy	Tues 7pm-9pm Wed 12.30 - 2.30pm		Work on the vocabulary around driving as well as tips and support for preparing for the theory test

Days and times may be subject to change.

**Address:** City of Dublin FET Campus, Ballymun Road, Dublin 11, D11 YK4H

**Contact:** To apply for a course or for more information, please contact Linda Morley on 086 0749615, or email [linda.morley@aes.cdetb.ie](mailto:linda.morley@aes.cdetb.ie)