

### List of Computer Courses in Clare

Provider	Course Name	Course Content	Cost
Clare Adult Basic Education Service (CABES) Adult Education Centre Ennis (065 6897642)	<p>Beginners Computers</p> <p>Exploring Computers &amp; Technology (QQI level 1)</p> <p>Technology in the 21st Century (QQI Level 2)</p> <p>Word Processing (FETAC level3 )</p> <p>IT Skills (QQI level 3)</p>	<p>8 week uncertified introductory course for complete beginners.</p> <p>Learning about the different parts of a computer and inputting data.</p> <p>Becoming more familiar with everyday technology and how we interact with it.</p> <p>How to use a word processing application to create documents.</p> <p>How to use the internet and email to locate, access and communicate information.</p>	Free
LCETB Clare Back to Education Initiative (BTEI) (065 6897640)	Computer Applications (QQI Level 4)	How to use common computer applications such as database, spreadsheets and computer graphics packages.	Free to social welfare recipients, medical card holders and those without a leaving certificate
Congress Information and Opportunities Centre (CIOC) Elevation Business Park	<p>Computer Literacy (QQI level 3)</p> <p>Internet Skills (QQI Level 3)</p> <p>IT Skills (QQI level 4)</p> <p>Computer Applications (QQI level 4)</p> <p>ECDL / ECDL Advanced</p>	<p>Learning about the role of computers in everyday life and how they operate.</p> <p>Emails, digital photographs, Scanning documents. Using the internet.</p> <p>Introduction to IT, data entry, word processing, internet and file management.</p> <p>How to use common computer applications such as database, spreadsheets and computer graphics packages.</p> <p>Learning how to use a computer and common applications such as word processing, spreadsheets, database, powerpoint. ECDL advanced is for those with an ECDL qualification who wish to build on their skills.</p> <p>See <a href="http://www.ecdl.org">www.ecdl.org</a> for more information on the ECDL.</p>	Contact Intreo offices on Kilrush Road, Ennis (065 6867800) if you want to do a computer course with CIOC. Courses are free to eligible social welfare recipients.

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Clare Local Development Company (CLDC) (065 6866800)	LCDP Short Skills Programme – Computer Skills (uncertified)  Leader – Social Media Training	Data entry, word processing, spreadsheets, email and social media  Facebook, blogging, LinkedIn, Twitter, youtube, Apps 101, Google, email marketing.	Courses are free to social welfare recipients.
Clare County Enterprise Board (065 6841922)	ECDL  Social Media Bootcamp  Website Marketing Bootcamp  Excel	Word processing, spreadsheets, database, powerpoint.  Building branding & sales through social media.  Marketing your business website.  Microsoft Office Spreadsheet Programme	€200- ECDL  €50 -1 day bootcamps  €100 –excel
Solas Ecollege (www.ecollege.ie/moodle)  Shannon Training Centre	Ecollege – online learning    Shannon and Ennis. Run day and evening courses in IT	Courses include java programming, networking (CISCO, TIA Security +), web design (dreamweaver, flash, photoshop)  Run courses in Clare in areas such as Web Design, Java Programming, Microsoft Office Specialist, ECDL.	Courses are generally free to social welfare recipients. Places may be available to others for a fee.
Skillnets (www.skillnets.ie)	ACIST Skillnet operate in Co Clare and run courses such as  ECDL  Advanced Excel  Microsoft Word		Most courses are free to eligible jobseekers.