Employability Courses in Gosport

September – December 2018

**Computing, Internet and Email for Beginners (Gosport Discovery Centre)**

**Thursday 4th October – 1st November 10.00-12.30**

This course will introduce you to the basic use of a computer, using the Internet and setting up/using an email account to help you gain employment.

**Super Simple Websites (Gosport Discovery Centre)**

**Wednesday 14th November 10.00-16.00**

This course is designed for anyone who needs to create a simple website in a cost-effective way, and manage it themselves.

**To book call the Discovery Centre on 02392 523463 or pop in to reserve your place**

**Computing, Internet and Email for Beginners (Nimrod Centre, Rowner)**

**Tuesday 13th November – 18th December 9.30 – 11.30**

This course will introduce you to the basic use of a computer, using the Internet and setting up/using an email account to help you gain employment.

**Computing, Internet and Email for Beginners (Nimrod Centre, Rowner)**

**Tuesday 13th November – 18th December 12.45 – 14.45**

A closed course for VIVID residents only

**Introduction to EXCEL for Work (Nimrod Centre, Rowner)  
Thursday 15th - 29th November (9.30 – 12.30)**

A short course to introduce you to the basic use of spreadsheets to help in your search for employment.

**To book call the Nimrod Centre on 02392 503433 or pop in to reserve your place**

**These courses are aimed at those in receipt of JSA, ESA or UC (proof is required)**

**For further information, please contact Jo Bourne** [**joanne.bourne@hants.gov.uk**](mailto:joanne.bourne@hants.gov.uk)