



Ballsbridge College of Further Education

Coláiste Breisoideachais Droichead na Dothra

Adult Education Programme September 2019

Arts & Crafts
Computer/Business Courses
Hobby Courses
Lifestyle
Personal Development
Languages

City of Dublin Education & Training Board

Arts And Crafts

New Making Comics & Cartooning This is an practical, introductory course that, through weekly input sessions and creative exercises, gives learners an understanding of what is needed to make good comics:- techniques, tools, formal elements, composition, designing characters, storytelling, character development, drawing figures, depicting action, lettering are among the topics covered.

Acrylic Painting One of the most rewarding ways to express yourself artistically is painting, and this course will explore the medium of Acrylic paint, a medium which is both flexible and durable. This class is suited to both beginners and for people with some experience in painting. During the course we will work on different skills, methods and techniques, such as perspective, colour mixing and paint application.

Our subject matter will include landscape, still life and portraiture, and we will look at other famous artists' work for inspiration and exciting ideas. Students of this class will benefit and grow from getting individual support and tuition and they will be encouraged to develop their own personal style.

See <http://www.jennycleary.com>

Drawing for Beginners This course involves learning how to realistically draw what you see by accessing the creative part of your brain. Proven drawing techniques and skills will enable you to accurately draw from observation, from photos/artwork and from your own memory and imagination. The tutor will work closely with students, providing continual constructive feedback on each individual's work. Subjects will include the human face, body, nature, still life, animals, basic perspective and much more. B, 2B and 4B pencils, an A3 sketchpad, a good soft eraser and a pencil sharpener that holds shavings will be the materials required.

See <http://www.nicolasedgwick.com/>

A list of materials will be given out at enrolment.

Drawing and Painting This is a busy course! It is accepted that accurate drawings are the basis for good realistic paintings, so along with learning the fundamentals of acrylics, pastels and watercolours, proven drawing techniques will also be taught. Over the weeks students will draw and paint various subjects from observation, as well as from photos/artwork. The tutor will work closely with students, providing continual constructive feedback on each individual's work. One or two additional media may also be introduced during the course. Time will also be given for students to explore their preferred media and subject matter. A list of required materials will be given out at enrolment.

See <http://www.nicolasedgwick.com/>

Materials must be supplied by the student. The tutor will advise students on the most suitable materials during the first class. General information on materials can be given at enrolment.

Computer/ Business Courses

There is a wide range of Computer Courses to suit everyone, from the absolute beginner to those who have more experience and wish to deepen their knowledge in certain areas.

NEW How to Sell and Deliver Automated Online Courses This hands-on 10 week course will rapidly step you through employing the complete set of tools and skills needed to plan and create a fully-automated online course that you can sell and deliver at scale.

As a participant, you'll be given free access to the leading tools favoured by top online course creators, and will be stepped through the entire workflow of planning, publishing and promoting your online course.

You'll learn how to: plan and develop engaging online lessons, create a membership site, accept payments, record video lessons, provide support, design high-converting sales pages and promote your course online.

This course is designed for training providers and subject matter experts wishing to start a new online business or ramp up their existing businesses online, Basic IT skills are expected but no previous website management or e-learning experience required.

Further Skills with Computers This course is suitable for adults who are familiar with the basic operation of a computer or who have recently completed a beginners course. Improving your computer skills can help you to get on in work, keep in touch with family and friends, access a range of online resources (banking, shopping, social media) or to help you with further learning.

Practical Computing for the Older Adult This is a basic, introductory course covering the following: e-mail & internet, Facebook & other social networking sites, music files & MP3 players, digital cameras, mobile phones, Skype & other free internet phone call methods, on-line banking, booking flights.

Digital Photography Beginners This course is designed for students who are new to Digital Photography. Over the term, the following areas are covered - understanding the camera's main functions, such as setting resolution; ISO and White Balance for optimum image quality; camera memory and camera software. In addition, students will learn how to upload images from the camera to the computer, learn how to delete files and to format memory cards.

Other shooting modes and camera controls are also covered. Students will be set printing exercises, learn how to attach images to emails, back up images to CD/DVDs or external hard drives. Throughout the term a class pertaining to image composition will also be covered. A hands-on approach, working closely with the tutor, ensures that students have the opportunity to learn far more than if they were working alone with a manual. Students should bring their own camera to the class.

Suitable Cameras - Digital Compact Cameras are ideal for this course.

It is essential that students have a good working knowledge of computers.

Digital Photography Advanced

This course is designed to address the technical capabilities and nuances of Digital SLR cameras and students will learn how to master shooting using the manual settings. In the first half of term areas covered include - refreshing on Resolution, Image Quality, ISO, White Balance and shooting in RAW. Aperture, shutter speeds and depth of field are also covered in detail. Additionally, the course will cover camera flash and deals with different camera lenses and aperture ranges. The second half of the term will focus on postproduction of images using Photoshop/Picasa/GIMP. Areas covered include - image enhancement, printing and presenting images. During the term a class pertaining to image composition will also be covered. Students should bring their own camera to the class.

Suitable Cameras - Digital SLR cameras are ideal for this course or semi/bridge SLRs which have a manual shooting capability. It is essential that students have a good working knowledge of computers.

All computer students are bound to the CDETB computer and network users' policy which is available at registration.

Hobby Courses

Interior Design We are delighted to present a new Course in Interior Design, which will provide you with the necessary skills to create a cohesive and pleasing style for your home. We will be exploring elements such as Colour techniques, making the best use of Lighting and choosing and sourcing Materials to name but a few, and we will help you build your confidence in bringing your ideas together through encouragement and close personal attention.

The Course is aimed at those new to the field of Interior Design, as well as those looking to expand their existing knowledge and flair, and will feature practical exercises along with theory making for a creative and stimulating environment that will appeal to anyone with an interest in style and inspiration.

The **Creative Writing** course explores creativity along with structuring and editing work. The focus will be on the essential ingredients of dramatic narrative: conflict, character, contrast, movement and theme. Short stories, novels, poetry, plays and film will be dealt with, as will comedy and children's writing. People will be encouraged to develop strong individual writing styles and to produce at least one completed work. You may opt to submit assessment work in order to achieve the **QQI Level 5 Creative Writing** 5N0690 Minor Award.

Guitar for Beginners is a practical, hands-on course for complete beginners to the instrument. Learners will work in a small group with our qualified, experienced tutor. You must bring your own guitar to the class, which may be either nylon or steel strung. This term, due to the success of the Beginners course, we are offering **Continuation Guitar for Beginners**, intended for those who have done the beginners course or have a little experience in learning the guitar.

Bridge for Beginners is joined by **Bridge Continuation Beginners**. Our tutor from the *Bridge Association* explains the rules of the game, as well as game strategies. The social aspect of Bridge is stressed.

See <http://cbai.ie/>
Bridge A game for life.

Supervised Bridge Game This term we are offering the chance to play a bridge game under the guidance of a teacher who can be called on if needed. Suitable for those who are no longer beginners but don't feel confident enough to join a bridge club yet. See <http://cbai.ie/>
Bridge A game for life

Yoga has proved to be so popular that, even with extra classes, it is still one of the first courses to book out. Hatha yoga combines physical exercises and relaxation. The practice of yoga leads to greater flexibility and calmness, as well as promoting overall health and well-being.
Students are asked to bring their own mat.

See <http://www.helenkeaneyoga.com/pages/index.htm>

NEW Qi Gong Qi Gong, means "energy work" and is the basis of the practice of Tai Chi. There are many kinds of Qi Gong, which can be roughly paraphrased as the following: A physically energetic exercise which has a specific physical or energetic effect upon a specific part of the body or mind, performed repetitively with the active participation of the mind.

There are hundreds of Qi Gong "exercises". All have the goal of powering up the body's "operating system", giving you more energy, releasing tension and stress, strengthening systems in the body, calming the mind, and so on. You don't need any experience to do Qi Gong. Anybody can do it. The classes will start with a warm up followed by

strengthening exercises, breathing exercises and energy movements, as well as meditation, which includes relaxation, focus & breathing.

Strength and Conditioning Class - HIIT (High Intensity-Interval Training)

A full body workout to target multiple muscle groups to tone muscles, improve cardiovascular fitness and build endurance.

HIIT is a workout that alternates between intense bursts of activity and fixed periods of less intense activity and rest. Each exercise is 30 seconds followed by 10 seconds of active rest. This increases in time as fitness levels improve. Improve your cardio fitness and your strength in this fun exercise class for men and women, no equipment needed just bring water and a yoga mat. Beginners Class - suitable for all fitness levels.

Pilates Beginners If you are new to the world of Pilates or you haven't done it for a while, this class is meant for you. Pilates is a workout focusing on your core strength as well as for conditioning your full body, improving your flexibility and raising your mind & body awareness. Want lean abdominals and strong body without having to lift weights and staying in the gym for hours and hours, this is the class to join.

See <http://erleliivak.com/> for more.

Pilates Improvers If you have already taken part of many Pilates courses before and you want to join again, this is the class to come to. Flowing from one exercise to another, this class is on a higher level and will make you feel like a superior afterwards. Join me and not only feel, but also see your body changing day by day!

See <http://erleliivak.com/> for more.

Lifestyle

Nutrition This course will help participants with a personal self-assessment through body and facial diagnosis. It will give an understanding of how old diet habits have affected present health and fitness. An Irish eating plan, using produce grown locally or in a similar climate will be emphasised. The body's meridians of energy and their healing foods will be discussed.

Personal Development

Mindfulness This course is a highly experiential 8 week Introduction to Mindfulness Meditation and the main components are participation and commitment. You wouldn't expect to learn to play an instrument or a sport merely by reading a book on the subject, likewise learning to develop a meditation practice is no different than any other skill that involves both mind and body – practice is the key. Working as part of a group helps to encourage participation, intention and a collective energy which can have a profound impact on motivation, support and inspiration.

This 8 week programme involves a blended approach that includes experiential exercises, formal meditation practices, mindfulness tips and techniques, and the realistic application of mindfulness in everyday life.

Languages

The **English as a Foreign Language** courses use a communicative approach where students practice the four key skills: reading, writing, listening and speaking. Grammar will also be taught. Materials are supplied except for a textbook. Class size is limited and groups are taught at **Intermediate** and **Advanced** levels. Students will be asked to complete a placement test at enrolment so that they can be placed in the most suitable group.

Preparation for IELTS: Intensive. The International English Language Testing System examination is a requirement for non-native speakers of English who wish to use their professional qualifications in an English-speaking country, and also to study at degree, masters or doctorate level. Preparation is offered for all parts of the examination, which takes place in University College Dublin (UCD), among other venues. This course offers students the chance to prepare for the IELTS examination in a concentrated way – 5 hours of class per week over two evenings.

See http://www.ielts.org/test_takers_information.aspx for more information.

Beginners Spanish, Beginners Italian, Beginners French are for those wishing to learn the basics of the languages so they can communicate when they meet native speakers, both here in Dublin, or on holidays/business. Emphasis will be on the spoken language as it is used in real-life situations. Students will develop their knowledge of the language through exploring aspects of the cultures involved. This term we are offering **Beginners** and **Continuation Beginners Russian**.

This term we are also offering **Italian, Spanish Continuation Beginners**, designed for students who have already gained some knowledge of the language, and **Italian Upper-Intermediate**, designed for students who have already built a good control of basic vocabulary and grammar and have developed basic conversation skills. We are now also offering **Italian Advanced** for students who wish to further perfect their language skills.

We are now also offering the **French Improvers** group the option to register for and sit the **DELFA1** examination in French Language. The **French Elementary** group have the same opportunity to take the **DELFA2** examination, while the **French Intermediate** group will prepare for the **B1**. These tests are administered by the **Alliance Française Dublin** and are internationally recognised.

See <http://alliance-francaise.ie/exams/delf/> for more information.aspx for more information.

Enrolment

You may **book online** on our website at **www.ballsbridgecollege.com**. An email will be sent asking you to call in to the college to pay your fee on the first enrolment evening.

Enrolment is on Monday 2nd, Wednesday 4th, Monday 9th and Wednesday 11th September 2019 from 5.30 - 7.00p.m. Cash, cheque, credit card or debit card may be used to pay fees on those evenings.

Enrolment will also take place in the main office Monday to Friday from 3 to 4pm, starting on Monday 9th September.

Fee Waivers: A small fund is available to help those who have difficulty attending a course due to the course fees. Applications for fee waivers must be made to the Principal, whose decision is final.

Fees are payable in advance and are not transferable to another student. Cheques should be made payable to City of Dublin ETB. Please write your name and address and current Banker's Card number on the back of the cheque.

Refund of Fees: No refund of fees can be made except where a course does not form.

Rules and Regulations: All enrolments are subject to the rules and regulations of CDETB, a copy of which is available from the Principal. A copy is also on display in the College foyer.

The College will be closed for Mid-Term during the week Monday, October 28th to Friday, November 1st.

The College takes no responsibility for any errors or omissions in this brochure.

How to get here: Ballsbridge College is at the top of Shelbourne Road, beside the Post Office. All city centre buses that pass through Ballsbridge pass right beside the College. The cross-city number 18 bus also passes the College. Lansdowne Road Dart station is just five minutes' walk away.

Parking: The road running through Herbert Park, which is a couple of minutes on foot from the College, has free parking from 6.30pm onwards. Before this time there is pay-and-display parking. At time of going to press, some of the road has free parking from 2pm.

There is pay-and-display parking on Shelbourne Road up to 7.00pm on the OPPOSITE side of the road to the College. The College side is a clearway from 4.00pm to 7.00pm.

Always check on-street signage when parking, as it may be changed without notice.

The College can be contacted as follows:
Ballsbridge College of Further Education

Tel: 01 6684806

Web: <http://www.ballsbridgecollege.com>

e-mail: info@ballsbridge.cdetsb.ie

Adult Education Programme September 2019

Code	Course	Day	Time	Fee	Wks	Start Date
Arts And Crafts						
001	Introduction to Acrylic Painting	Mon	6.00 – 9.00	€150	10	16/09
002	Drawing Beginners	Mon	6.00 – 9.00	€150	10	16/09
003	Drawing & Painting	Tues	6.00 – 9.00	€150	10	17/09
004	Making Comics & Cartooning	Tues	6.00 – 9.00	€150	10	17/09
Computers & Business						
021	Practical Computing for the Older Adult	Mon	6.00 – 7.30	€90	10	16/09
022	Digital Photography Beginners	Tues	6.00 – 7.30	€90	10	17/09
023	Digital Photography Advanced	Tues	6.00 – 7.30	€90	10	17/09
024	How to Sell and Deliver Automated Online Courses	Tues	6.30 – 8.00	€90	10	17/09
025	Further Skills With Computers	Wed	6.00 – 8.00	€120	10	18/09
Hobbies						
040	Yoga	Mon	6.00 – 7.30	€80	10	16/09
041	Yoga	Mon	7.45 – 9.15	€80	10	16/09
042	Interior Design	Mon	6.00 – 9.00	€150	10	16/09
043	Supervised Bridge Game	Tue	5.30 – 8.00	€120	10	17/09
044	Strength & Conditioning HITT	Tue	6.00 – 7.00	€60	10	17/09
045	Strength & Conditioning HITT	Tue	7.00 – 8.00	€60	10	17/09
046	Creative Writing	Tue	7.00 – 9.00	€100	10	17/09
047	Qi Gong	Tue	6.00 – 7.00	€60	10	17/09
048	Qi Gong	Tue	7.00 – 8.00	€60	10	17/09
049	Interior Design	Tue	6.00 – 9.00	€150	10	17/09
050	Bridge – Beginners	Wed	5.30 – 7.15	€80	10	18/09
051	Bridge – Continuation Beginners	Wed	7.15 – 9.00	€80	10	18/09
052	Yoga	Wed	6.00 – 7.30	€80	10	18/09
053	Yoga	Wed	7.45 – 9.15	€80	10	18/09
054	Guitar for Beginners	Wed	6.00 – 7.30	€80	10	18/09
055	Continuation Guitar	Wed	7.45 – 9.15	€80	10	18/09
056	Pilates Beginners	Wed	4.30 – 5.30	€60	10	18/09
057	Pilates Beginners	Wed	5.30 – 6.30	€60	10	18/09

Code	Course	Day	Time	Fee	Wks	Start Date
058	Pilates Beginners	Wed	6.30 – 7.30	€60	10	18/09
059	Pilates Improvers	Wed	7.30 – 8.30	€60	10	18/09
Personal Development & Lifestyle						
065	Mindfulness	Mon	7.00 – 8.30	€90	8	16/09
066	Nutrition	Wed	7.00 – 9.00	€90	10	18/09
Languages						
080	Spanish – Beginners	Mon	6.00 – 7.30	€80	10	16/09
081	Spanish – Continuation Beginners	Mon	7.45 – 9.15	€80	10	16/09
082	Preparation for IELTS	Mon+ Wed	6.00 – 8.30	€260	10	16/09
083	Italian Advanced	Mon	6.00 – 7.30	€80	10	16/09
084	Italian Intermediate	Mon	7.45 – 9.15	€80	10	16/09
085	French Beginners	Mon	6.00 – 7.30	€80	10	16/09
086	French Intermediate (DELF B1)	Mon	7.45 – 9.15	€80	10	16/09
087	Russian Beginners	Tue	6.00 – 7.30	€80	10	17/09
088	Russian Continuation Beginners	Tue	7.45 – 9.15	€80	10	17/09
089	French Lower Intermediate (DELF A2)	Tue	6.00 – 7.30	€80	10	17/09
090	French for Holidays Basic User	Tue	7.45 – 9.15	€80	10	17/09
091	English as a Foreign Language: Intermediate	Tue	6.00 – 9.00	€130	10	17/09
092	Spanish – Beginners	Wed	6.00 – 7.30	€80	10	18/09
093	Spanish – Intermediate	Wed	7.45 – 9.15	€80	10	18/09
094	Italian – Upper Intermediate	Wed	6.00 – 7.30	€80	10	18/09
095	Italian – Continuation Beginners	Wed	7.45 – 9.15	€80	10	18/09
096	English as a Foreign Language: Advanced	Wed	6.00 – 9.00	€130	10	18/09

POSTAL BOOKING FORM

Date Received:

Fee Enclosed:

- Cheque
 Bank Draft
 Money Order

Surname:

First Name:

Address:

For Office use only

Receipt No.

Sheet No.

Date:

Male

Female

Phone

Mobile:

Work:

Home:

E-mail:

Course No:

Course Title:

Course night: Mon Tue Wed

I agree to be bound by the rules and regulations of the CDET B

Signature:

Date:

No refund of fees can be made except where a course does not form.