March 2020 - Thursday Evening - Course Code: Winter 19

First Session: Thursday 12 March 2020

Number	Date	Session	Module Number	Module Name	Time and Duration
	Thursday 12 March 2020	**Lesson**	3	Word Processing (Microsoft Office Word) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
	Thursday 19 March 2019	**No Session**			
	Thursday 26 March 2020	**Lesson**	3	Word Processing (Microsoft Office Word) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
	Thursday 2 April 2020	**Official ECDL Atlas Cloud Diagnostic Test - EnlightKS ECDL - Diag. Eng - Timed (an optional extra session) - This is the first Extra session and this first extra session is Free of charge.**	3	Word Processing (Microsoft Office Word) Extra Session	5:30pm - 7:15pm (1.75 Hours)
	Thursday 9 April 2020	**Lesson**	5	Databases (Microsoft Office Access) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
	Thursday 23 April 2020	**Lesson**	1	IT Security **Lesson**	5:30pm - 8:00pm (2.5 Hours)
	Thursday 7 May 2020	**Lesson**	4	Spreadsheets (Microsoft Office Excel) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
	Thursday 21 May 2020	**Lesson**	6	Presentation (Microsoft Office PowerPoint) **Lesson**	5:30pm - 8:00pm (2.5 Hours)
	Thursday 4 June 2020	**Lesson**	2	Computer Essentials **Lesson**	5:30pm - 8:00pm (2.5 Hours)
	Thursday 18 June 2020	**Lesson**	7	Online Essentials **Lesson**	5:30pm - 8:00pm (2.5 Hours)

Resits and extra sessions (additional sessions) are available at CMC and are against payment.