

**Dumfries & Galloway College**Schools Course Programme

# **WELCOME**

Planning for the future is essential in a world of new technologies and changing employment opportunities.

In this new College Academy brochure we at Dumfries and Galloway College are presenting our most ambitious and varied set of qualifications to date.

Did you know that at College Academy there are a number of qualifications that you can study while you are at school?

The programmes on offer are based on the growing skills requirements and employment training needs of the Dumfries and Galloway Regional economy.

Our programmes on offer extend across a range of academic and vocational opportunities, ensuring that there is something to suit each young person that starts on a learning journey with us.

This brochure is designed to help pupils, parents and stakeholders discover the choice and content of available courses, as well as showing students in action. We feel this will help pupils make the correct subject choice and give parents a better understanding and options available for their children.

Strantaer Camous

**Dumfries Campus** 

# **Entry Requirements**

The specific entry requirements are listed with each course on the following pages.

For entry on all courses though, the following will apply:

- Recommendation from school
- Parent or guardian approval
- Information and Interview Session
- A genuine interest in the subject
- Students should be self-motivated.
- Students should be able to work independently
- Full attendance

An allocation of option places are given to each school, normally around the end of March with confirmation of acceptance/decline of places to be with the schools liaison officer by close of Easter break.

# What You Can Expect From College Staff

As a College student, we will treat you as an individual and with respect. We will offer you a safe, supportive environment to allow you to prosper and benefit from your studies.

You will be provided with ongoing feedback on how you are progressing with your course work.

Throughout the College our staff are professional, dedicated and approachable, if you need additional support at any stage please let your course tutor (or teacher) know.

# **What We Expect From You**

- Be prepared to participate fully in the course
- Be prepared to abide by College Academy policies and code of conduct
- Be interested in the course and have the entry equirements stated

# Personal Protective Equipment:

Some of the vocational options will require young people to operate equipment under supervision and use tools in certain specialist areas. Personal Protective Equipment will be issued to learners.

Learners must bring the PPE on each College day and wear as instructed.

#### **Attendance**

Full attendance is expected for all College Academy students. A poor attendance record may result in students being unable to complete their qualification.

Above all, we expect you to have the desire to learn and benefit from your studies. We want you to enjoy your experience at the College.

# Please note programmes will only run subject to numbers.

If you have any further enquiries please contact:

Michelle Hodgson, Schools Liaison Officer

T: 01387 734194

E: Hodgsonm@dumgal.ac.uk

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# **Digital Media Animation**

(National Progression Award)

@ SCQF Level 5

**Course Code: NDMA** 

# Next steps

The course includes an NPA award. There will be progression opportunities into creative industries subjects such as Photography, Visual Communication (Graphic Design with Moving Image) or Art and Design.

Click here to apply

# **Course Duration:**

3 hours - Tuesday 9:30 - 12:30

### **Location:**

**Dumfries Campus** 

#### What do I need?

Candidates will require to have a general interest in animation and must be able to bring some examples of creative work to interview (these can be images or video taken on your phone).

### What is the course about?

This is a great introductory course to the limitless world of animation. You will learn a range of animation skills and processes in order to develop your creativity and technical skills. The course also enables you to develop your creative thinking skills, imagination and digital ability.

# What will I learn?

You will have the opportunity to develop and create animations using a range of media and techniques

You will be able to develop both your creative and technical skills

You will develop your understanding of animation through evaluating your own and the work of others. Course content is subject to change



# **Photography**

# (National Progression Award)

@ SCQF Level 5

**Course Code: NPPH** 



#### **Course Duration:**

3 hours - Thursday 13:30 - 16:30

#### **Location:**

**Dumfries Campus** 

#### What do I need?

Candidates will require to bring some examples of creative work and you may be asked to complete a skills task as part of your interview. You must also have a keen interest in creative work.

### What is the course about?

During the course you will learn a range of photography skills, techniques and digital editing processes in order to develop your creativity and technical skills. The course also enables you to understand photographic work to a more in-depth level, to evaluate your own work and the work of others.

# What will I learn?

Candidates will have the opportunity to develop and create photographs using a range of media and techniques and will be able to develop both their creative and technical skills.

You will need to develop your understanding of photography through evaluating your own and the work of other and you will have the opportunity to plan and to take

photographs in a variety of different locations, developing both creative and technical skills.

Course content is subject to change

# **Next steps**

The course includes an NPA award. There will be progression opportunities into creative industries subjects such as Photography and Visual Communication (Graphic Design with Moving Image).

Further study could then lead to employment in a range of careers including self-employment, animation, web design, advertising, graphic design, film, TV, photographic roles such as advertising, corporate, fashion, press, editorial etc.

Click here to apply



# **Sustainable Bronze Crest Award**

@ SCQF Level 3

**Course Code: SBRO** 



#### **Course Duration:**

1.5hrs per week over a 12 week block delivered at school or remotely via video link.

#### **Location:**

College OR School

### What do I need?

No formal entry requirements for this course although students who are experiencing success in a maths or science subject would benefit from this course.

# What is the course about?

For over three decades, the British Science Association's CREST Awards have been providing successful Science, Technology, Engineering and Math (STEM) enrichment activities for young people.

It is used by around a third of all UK secondary schools each year and last year, over 33,000 students achieved a CREST Award. Your school is working with Dumfries & Galloway College to offer you the CREST award this year at your school.

Bronze entries can be for teams or individual students. Students working on team projects can either each fill in a CREST Bronze Award student workbook or produce a joint team report. If submitting a joint team report each team member should complete an individual Bronze Award student profile.

#### What will I learn?

Students will work in teams to design a housing project and will be able to:

- Develop a project using their own ideas, taking decisions about how to progress through it
- Complete a minimum of 10 hours of project work
- Write about their findings and evaluate their project in their workbook.
- Attend a live working building site as part of their coursework to learn building techniques.

# **Next steps**

Students gain transferable skills that will benefit them in school, work and further education. Transferable Skills:

- Creativity
- Time management
- Project management
- Communication
- Teamwork
- Problem solving
- Independent learning
- Confidence

Click here to apply

# **Construction Crafts**

# @ SCQF Level 4

**Course Code: N4CO** 



# **Course Duration:**

3 hours - Tuesday OR Thursday

#### **Location:**

**Dumfries OR Stranraer Campus** 

### What do I need?

No formal academic qualifications are required however applicants must be able to demonstrate the ability to work at SCQF level 4.

### What is the course about?

If you are interested in a career in the construction industry then this is the course for you, this is an exciting opportunity to take that first step to a career that is both satisfying and rewarding.

The Course provides an insight into several important construction trades (bricklaying, decorative painting, carpentry and joinery, and plumbing) and covers a variety of skills in tradesspecific Units — helping learners to make informed choices regarding a career in construction.

Learners will also develop skills and attitudes that enhance employability, not just for the construction industry, but employment generally (e.g setting goals, reflecting, and learning from experience, time-keeping).

#### What will I learn?

Content will include employability plus 3 trades at the discretion of the College:

- Brick Walling
- Decorative Painting
- Site Carpentry & Bench Joinery
- Plumbing
- Plastering
- Roof Tiling
- Employability Skills

Course content is subject to change

# Next steps

This course is specifically designed to feed into full time college courses or entry into employment as a Modern Apprentice.

# Click here to apply

# **Built Environment**

# (National Progression Award)

@ SCQF Level 5

**Course Code: NBEN** 



#### **Course Duration: ◄**

3 hours - Tuesday 9:30 - 12:30

#### **Location:**

**Dumfries Campus** 

### What do I need?

The aptitude to work at SCQF level 4 or above for English, Maths and other related Technical, Graphical & Science subjects.

#### What is the course about?

The purpose of the course is to develop the general skills, technical knowledge, understanding and employability skills needed within the sector. Learners will develop a sustainable building project design, through a complementary workshop and have face-to-face engagement with industry professionals.

There are many opportunities for cross-curricular learning and to gain knowledge in practical skills, which would be needed to embark on an exciting career in the Construction and Built Environment sector of the industry.

This provides qualification routes that will raise achievement in Science, Technology, Engineering and Maths (STEM) subjects as well as other aspects of the wider curriculum such as digital literacy, problem

solving, team working, Citizenship and Personal, Social, Health and Economic (PHSE) education.

### What will I learn?

Topics covered:

- The Construction Industry and Principles of Building Design.
- The Built Environment Design Project
- 3D Modelling for the Built Environment Interior and Exterior Finishes

# **Next steps**

Progression onto higher level study or a career in one of the following:

The Built Environment including:

- Architecture
- Civil Engineering
- Other associated Design and Sustainability subjects

# Click here to apply



# **Cyber Security**

# (National Progression Award)

@ SCQF Level 5

**Course Code: NC5C** 



#### **Course Duration:**

3 hours - Tuesday 9:30 - 12:30

# **Location:**

**Dumfries Campus** 

#### What do I need?

No formal qualifications are required; however, it is desirable that students possess one of the following: Core Skills in ICT or Numeracy at SCQF Level 4/5 National Units in Computing or Maths.

# What is the course about?

The course has been designed to provide young learners opportunities to develop skills and knowledge for entry into a career in the IT sector, or further study.

The course provides foundation knowledge and skills in Cyber Security. Students will develop skills relevant to the use of Data Security, Digital Forensics and Ethical Hacking so they become aware of the potential misuses of, and unauthorised access to computer systems. it will enable them to identify security vulnerabilities safely, legally and ethically.

#### What will I learn?

The programme offers learners the opportunity to attain the SQA National Progression Award in Cyber Security.

Units covered are Data Security,
Digital Forensics and Ethical Hacking.

# **Next steps**

Successful completion of the course may lead to progression into further education on Computing at SCQF Level 6.

Further study may lead to employment within the IT industry.

Click here to apply

# **Computer Science HNC**

(Higher National Certificate)

@ SCQF Level 7

**Course Code: SHCSC** 

### **Course Duration:**

2 years - 1 day per year in-filling into full time programme.

### Location:

**Dumfries Campus** 

#### What do I need?

Two Highers at C or above in appropriate academic subjects. In addition all applicants should have an SQA Numeracy Core Skill profile (or equivalent) at level 5 or above OR, National 5/Int 2 Mathematics at grade C or above.

# What is the course about?

This programme is a software design and software oriented computing course which has been developed and introduced to reflect contemporary technologies and methodologies.

The award introduces traditional underpinning concepts of problemsolving whilst developing these within a number of technological advancements including an increase in social media, increase in mobile technology and the increase in focus on software development.



This award aims to prepare you for employment in an IT-related post at trainee level, to prepare you for further study or to develop an employee's IT skills to improve their effectiveness in the workplace. Students can gain this award over a 2 year period.

#### What will I learn?

Study will include 12 Higher National credits such as:

- Computer Forensic Fundamentals
- Developing Software: Introduction
- Professionalism and Ethics in Computing
- Team Working in Computing and Troubleshooting
- Computing Problems
- Mobile Technology
- SQL: Introduction
- E-Commerce: Publishing Web Sites.

One Computing graded unit exam is also included in the programme.

Students may also have the opportunity to complete a further 3 credits.

# **Next steps**

Completion of the full course may lead to progression to HND Computer Science and then the following year to a relevant degree programme offered by a number of universities. The HNC can also be used as a qualification to gain direct entry into the second year of a related BSc Computing degree course at university.

On completion of the course, you could apply for a range of jobs, including: Applications Development; Web Developer; e-Commerce; Software Developer or Web/Applications Support.

Click here to apply

Courses may be subject to change; as such we are unable to guarantee the running of every course published. If applications have already been made or accepted, you will be notified of any changes or cancellations at the earliest opportunity and every effort will be made to offer you an alternative option.

# **FOUNDATION**

# **APPRENTICESHIPS**











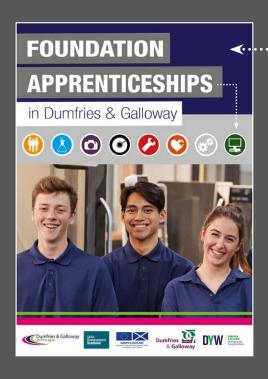
Foundation
Apprenticeships are
work-based learning
qualifications aimed
at senior phase
pupils in S5 and S6.
They form part of the
qualifications offer to
all secondary pupils in
Dumfries and Galloway.







Lasting one or two years, pupils typically begin their Foundation Apprenticeship in S5 and include learning in both the classroom and a work placement.:



To learn more about our FA's on offer, please click the image above to be taken to our info booklet



# **Early Education and Childcare**

(Skills for Work)

@ SCQF Level 5

Course Code: K5EC / JK5EC



### **Course Duration:**

3 hours - Tuesday OR Thursday

### Location:

College OR School

### What do I need?

4 passes at National 4 level qualifications, one of which must be English.

#### What is the course about?

The Early Education and Childcare National 5 Skills for Work Course is for students interested in pursuing a career in working with children. It is an introductory qualification that develops some of the skills, knowledge, and attitudes needed for work in the early learning and childcare sector. If successfully accepted on to the programme you will study both theoretical content as well as taking part in practical activities.

# What will I learn?

This programme comprises units in:

- Child Development and Wellbeing
- Working in Early Education
- Childcare Play in Early Education
- Care and Feeding of Children.

# **Next steps**

A pass in this programme may form part of the entry criteria towards applying for the following:

A place on the Playwork & Childcare @ level 5 full-time college programme or The Foundation Apprenticeship part time programme if you continue at school for a further year, or progress to the NC in Early Education and Childcare@level 6 full time programme or any other college programmes at level 5 or level 6 dependent on their entry criteria.

This is an introductory programme to working in the Early Learning and Childcare sector.

The skills for work programme also develops transferable employability skills, including:

- an understanding of the workplace and the employee's responsibilities (eg time-keeping, appearance, customer care)
- self-evaluation skills
- positive attitude to learning
- flexible approaches to solving problems
- adaptability and positive attitude to change
- confidence to set goals
- reflect and learn from experience and skills to become effective jobseekers and employees

Click here to apply - Dumfries Click h

Click here to apply - Stranraer



# **Automotive Skills**

(Skills for Work)

@ SCQF Level 4

**Course Code: K4AS** 



### **Course Duration:**

3 hours - Tuesday OR Thursday

### Location:

College OR School

# What do I need?

There are no formal entry requirements for this course but you will need to demonstrate a real interest in the automotive industry, be committed to learning new skills and to consistent and full attendance throughout the course.

# What is the course about?

This qualification is designed to engage and motivate pupils who are interested in learning about the motor vehicle industry. It is aimed at learners who prefer and respond to 'hands-on' learning. Therefore, the course has a practical approach to assessment and includes many problem solving techniques which will stimulate and interest learners.

# What will I learn?

This course provides broad introduction to the automotive industry where you will learn how to carry out basic vehicle checks, how to replace and remove vehicle components and mechanisms and gain an understanding of how to use tools and equipment. You will also gain an understanding of relevant health and safety legislation.

# **Next steps**

Satisfactory completion of this course allows entry to the full time IMI level four course in Transport Maintenance or into the second year Light Vehicle course with an additional three National 5s which should include Maths, English or a Science subject.

Progression to the IMI Transport Maintenance course or Higher level full-time programmes of study or into an apprenticeship with an employer in the automotive industry.

Click here to apply

# **Electrical Engineering HNC**

(Higher National Certificate)

@ SCQF Level 7

**Course Code: SHELE** 

# What will I learn?

This course will give you a technical grounding in Electrical Power, Generation, Electrical Safety, and Instrumentation.

Level

The Course is nationally recognised as the qualification needed by technicians working within the electrical sector.

# **Next steps**

This program is designed to articulate to an HND in Electrical Engineering at Dumfries College or other organisations or a degree level program.

Employment within any part of the Electrical Engineering sector.

Click here to apply

Courses may be subject to change; as such we are unable to guarantee the running of every course published. If applications have already been made or accepted, you will be notified of any changes or cancellations at the earliest opportunity and every effort will be made to offer you an alternative option.

#### Course Duration: ◄

This is a one day per week course.

#### Location:

**Dumfries Campus** 

# What do I need?

One of the following: 2 Highers (one must be a maths or physics-related higher) or a National Certificate Course in Engineering at Level 6.

### What is the course about?

This award is designed for individuals with acceptable qualifications who upon completion wish to enter the engineering and service industries at technician level.

This highly successful programme will develop your skills, confidence and awareness of Electrical Engineering. It will also aim to develop your study skills as a learner.

Successful completion of this course may allow progresion to the HND in Electrical Engineering at Dumfries College.

# **Renewable Energy Systems**

(Professional Development Award)

@ SCQF Level 8

**Course Code: PRES** 



#### **Course Duration:**

This is a 6 hour one day per week course.

# **Location:**

**Dumfries Campus** 

#### What do I need?

One of the following: 2 Highers (one must be a maths or physics-related higher) or a National Certificate Course in Engineering at Level 6.

# What is the course about?

This exciting new award in Renewable Energy is designed to incorporate alternative energy systems installed in the College's new Green Energy Centre.

This award is designed for individuals with acceptable qualifications who upon completion wish to enter the engineering, service and renewable industries at technician level or are looking to progress to HNC/D level or university.

Click here to apply

### What will I learn?

This new PDA course in Renewable Energy Systems will cover a general overview of energy use in todays ever changing world of power consumption as well as technologies utilised to overcome some of the issues associated with renewable energy.

The course will also cover in some detail two of the main renewable generating systems in wind and solar energy. This course will also make use of the new Green Energy Centre at Dumfries and Galloway College with its multitude of renewable sysems as well as battery storage systems.

# **Next steps**

This program is designed to articulate to an HNC in Electrical Engineering at Dumfries College or other organisations or a degree level program.

Employment within any part of the Electrical Engineering or Renewable sectors or progresion through higher education.

Renewable Engineering employers are predicting thousands of jobs in the renewable sector over the forthcoming years.



# **Make-Up Skills with Hairdressing**

# (National Progression Award) @ SCQF Level 5

**Course Code: NHAB / JNHAB** 



#### **Course Duration:**

3 hours - Tuesday 13:30 - 16:30

### Location:

**Dumfries & Stranraer Campuses** 

### What do I need?

Minimum entry requirements

There are no formal entry requirements but an interest in the industry would be favoured.

If English is not your first language you will be required to have ESOL Intermediate 2.

# What is the course about?

This course is aimed at senior phase pupils who are still at school and are thinking of embarking on a hairdressing or beauty career.

Completing the Level 5 units would be a fantastic transition from school into college and would support a young person get ready for employment within the hairdressing/beauty industry. This would equip a young person with the skills and confidence to apply for hairdressing vacancies or progress into full-time courses within the college.

#### What will I learn?

You will study a range of units:

- Preperation of Hairdressing Technical Skills
- Contemporary Make-Up
- Day Make-Up & Basic Corrective Make-Up
- Bridal and Evening Make-Up.

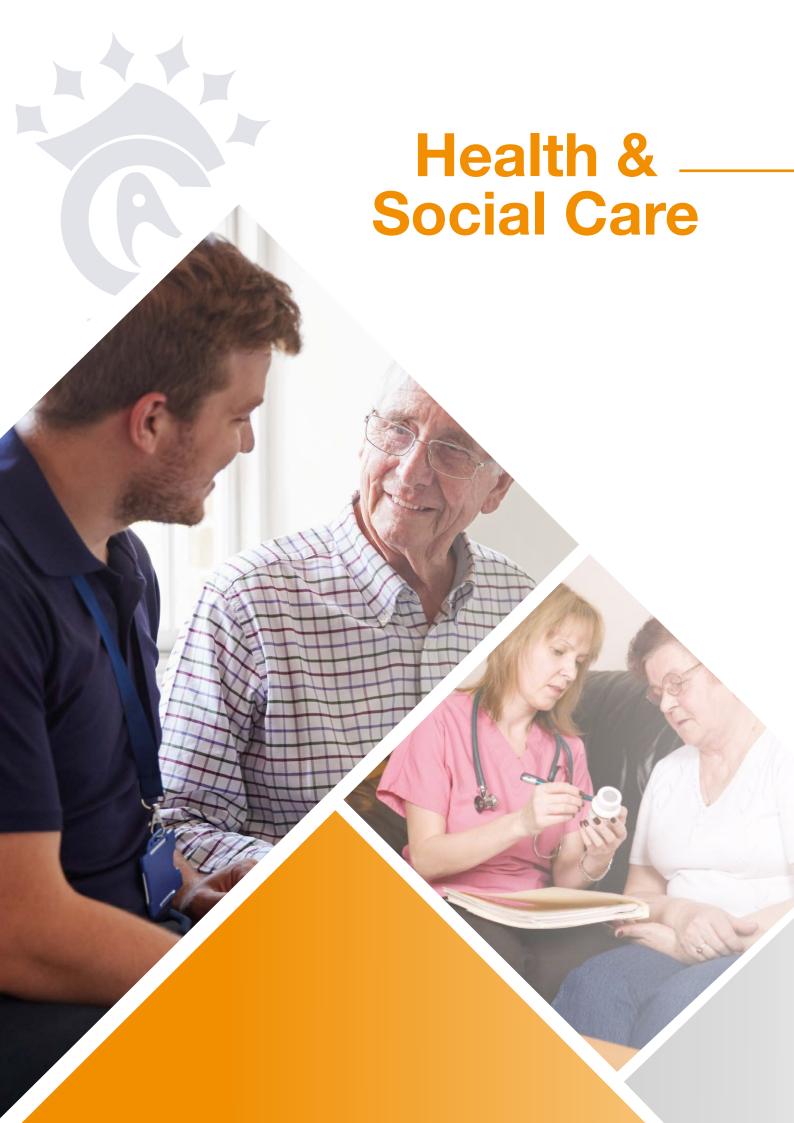
# **Next steps**

You would have the skills to go into the industry as a Modern Apprentice or employment.

You could also progress into full-time hairdressing, barbering or beauty courses.

Click here to apply - Dumfries

Click here to apply - Stranraer



# **Promoting Reablement**

@ SCQF Level 6

**Course Code: SPRA** 



#### **Course Duration:**

2 hours - Thursday 14:00 - 16:00

### **Location:**

**Dumfries Campus** 

# What do I need?

You should be able to write well at SCQF level 5/6. You must be able to work with minimal direction and you should have access to the internet to complete the online learning. You should be able to stick to deadlines.

# What is the course about?

This is a unit which is all about helping people to remain independent for as long as possible in their own homes. It would interest anyone who wants to work in the care sector and is part of any Health Care Support Worker job description in Dumfries and Galloway NHS. It is a double credit award at SCQF level 6, with a considerable amount of written assessments and presentations as well as closed book tests.

Much of the content is online so you may have two hours each week of tutor time and an hour to work online. In addition you must be able to spend time working on your written

assessments which are submitted online. There is quite a lot of legislation, biology and theory in the programme. You would be required to attend college on a Thursday afternoon.

#### What will I learn?

Explain how the principles of reablement underpin the effective practice of support workers within a Health and Social Care setting.

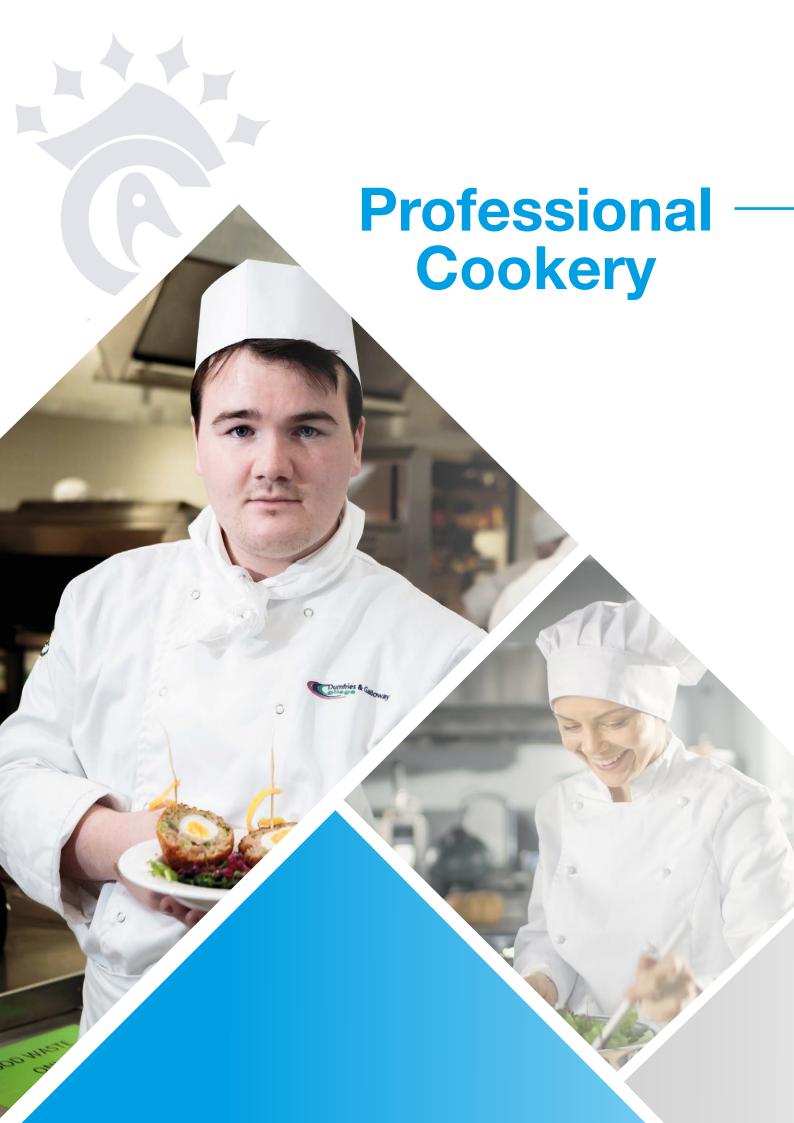
Describe specific physical conditions and how these can cause subsequent changes in daily living. Describe specific mental health, psychological and environmental factors and how these can cause subsequent changes in daily living. Describe the contribution of care team practitioners in promoting reablement. Demonstrate safe practical application of skills and qualities to promote reablement.

# **Next steps**

You may be able to progress on to the Foundation Apprenticeship in Health and Social Care (senior phase schools 6th year)

Health Care Support Worker, Care Worker.

Click here to apply



# **Professional Cookery**

# (National Progression Award)

@ SCQF Level 5

**Course Code: NPPC** 



# **Course Duration:**

3 hours - Tuesday OR Thursday

#### **Location:**

College OR School

### What do I need?

An interest in cookery and an ability to study at SCQF level 5.

### What is the course about?

This National Progression Award (NPA) introduces learners to techniques that are important in professional cookery.

It develops practical, technical and transferable skills in food preparation and cooking, and provides bitesized chunks of learning that are straightforward for learners to study.

It covers areas such as safe working practices, food preparation techniques, cookery processes, dish composition and balance, portion control and how to adapt dishes to meet nutritional requirements.

# What will I learn?

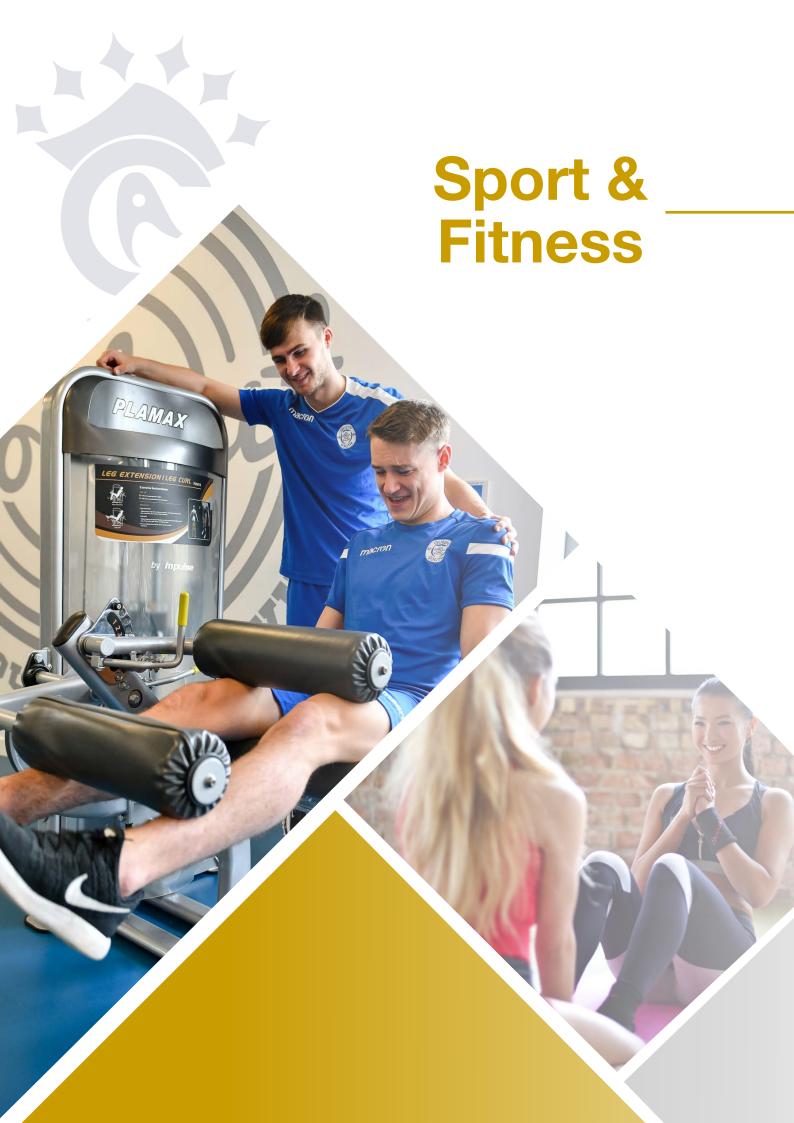
During the course you will develop your understanding of professional cookery. You will learn to prepare, cook and present a variety of dishes. You will develop a range of cookery techniques throughout the course. You will also develop your knowledge of food hygiene standards.

# **Next steps**

Upon completion of the programme you can progress to a range of full-time and part-time professional cookery and hospitality courses at Dumfries & Galloway College.

This course will enhance your cookery ability. Further study could lead to a career in professional cookery or wider career opportunities in the hospitality industry.

Click here to apply



# **Sport & Recreation**

(Skills for Work)

@ SCQF Level 5

**Course Code: N5SP** 



# **Course Duration:**

3 hours - Tuesday OR Thursday

#### **Location:**

College OR School

#### What do I need?

A keen interest in Sport & Fitness An ability to work at National 5 level.

#### What is the course about?

Skills for Work: Sport and Recreation is an introductory qualification. It develops the skills, knowledge and attitudes, needed for work in the industry.

# What will I learn?

Candidates will learn about:

- assisting with planning, setting up and delivering activity sessions
- assisting with setting up, dismantling and checking equipment and resources
- assisting with accident and emergency procedures
- dealing effectively and courteously with clients, staff and others
- helping to plan and review a personal training programme
- establishing good practice in

identifying and reviewing personal goals

- sourcing information about career pathways
- identifying and reviewing skills and experiences

# **Next steps**

Upon completion you can progress to a range of Sport & Fitness courses at Dumfries & Galloway College. It may also enable you to progress onto Higher PE at your school.

Previous students on this course have moved on to careers in:

- Leisure facilities
- Sports coaching
- Fitness Instructing
- Roles in non-sport and fitness related industries

# Click here to apply

# **Student Support**

Learning Resources
Dumfries & Stranraer
Campuses

# **The Library**

The Library staff at Dumfries and Stranrær Campuses can help you to find your way around the Library with confidence and access online information in support of your course work.

The Library at Dumfries Campus provides a wide range of services to support your studies including:

- Books, magazines and newspapers
- Quiet study rooms and research spaces
- Access to computers
- Electronic databases
- Photocopying facilities

Access is provided to a collection of books and magazines held on site at Stranraer Campus.



# **The Crichton Library Charter**

The Crichton Library exists to provide library services to all staff and students on the Crichton Campus. We aim to:

- Provide the resources needed to support all courses and modes of study.
- Provide help to research and locate information.
- Create a friendly and welcoming atmosphere.
- Be helpful and courteous towards all.
- Provide a range of study accommodation suitable for different learning styles.
- Deal with complaints promptly and thoroughly.

In order to do these things we need your help. We ask you to:

- Have your Library card with you when you want to borrow items.
- Be responsible for all items borrowed on your account.
- Treat other students and staff with courtesy and respect.
- Eat and drink in designated areas of the Library.
- Show respect for the surroundings by leaving study areas clean and tidy and putting litter in the bins provided.
- Observe the noise restrictions in designated areas of the Library.

Provide feedback on our services by:

- -Email librarydumfries@uws.ac.uk
- -Phone: 01387 734323
- -Quality Unit comment card
- -Contacting a member of Library staff

# The Independent Learning Centre

Specialist staff are available in the Independent Learning Centres (ILCs) at our Dumfries and Stranraer Campus sites, to assist students with their numeracy and communication skills. We have several methods available to assess student needs and focus support on the essential skills of reading, writing and numeracy. The ILCs have been developed to assist students in all aspects of their studies, supporting them

throughout their course. No one is good at everything, but the staff in the ILCs have the experience to help you improve your study skills through practical advice and support. You can choose how you learn using either paper-based material or on-line learning materials. The help available includes many areas such as: Study Skills, Numeracy and Communication. Support is offered either by appointment or by drop in, please make the most of this facility - it can make a big difference to your achievements. To discuss your particular needs contact the ILC staff.

# **The Learning Zone**

It provides a welcoming but structured environment where, with support from our staff, you can use computers as part of your studies or in your own time.

Making this successful depends on your cooperation when using the facility, and on your feedback in helping us to improve the service we provide.

In the Learning Zone we have 100 PC's and Macs with printing facilities, which can also be used in your own time for personal use. We can also provide basic stationery items such as stapler, hole punch, scissors, Sellotape ect.. We also facilitate a proofreading service where you can leave coursework to be checked before final submission.

Learning Zone staff maintain an atmosphere conducive to learning, and will assist learners in any way we can, including use of IT equipment and computer applications, formatting of coursework, completing absence forms and online applications, and we can request the reset of forgotten passwords.

# The Flexible Access Centre

At Stranraer Campus there is a multi PC Flexible Access Centre, including library facilities, which allows you to use computers and learning materials on a drop-in / bookin basis. The centre staff are available to support you with using the computers, accessing learning resources and using the internet for research. The staff are also trained in identifying customised learning courses to enable you to improve your IT and internet skills.







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