

many prospects... one future

Learning computer skills together as a family



Oldham
Council

many prospects... one future

Learning computer skills together as a family

Do you have a computer at home
you don't know how to use?

Would you like to improve your
computer skills and learn new ones?

Would you like to keep up with the
children using the internet?

Do you want to find out if you can get
help to buy a home computer?

If you answered yes to any of the
above then you need to read on...

This leaflet lists many of the computer courses available in Oldham; some of the courses are free and are available to everyone. You don't need to have a computer at home to learn.

If you don't own a computer you can also find information about a new scheme to help with buying a computer and you may be able to get help through the Home Access programme.

Computer courses in Oldham

Learning to use a computer really helps to improve confidence and allows you to get more involved in your child's education. It also means you will know how to store photographs and music electronically, save money by paying your bills online, shop online and keep in touch with family and friends.

If you would like to learn how to use a computer then we can help with our broad range of courses available. For more detailed information see our course listings.

- **Individual support:**
If you need to know about the real basics or if you would like help with the Home Access application form
- **Introduction and short taster courses:**
These last about six weeks and will help you use your computer with confidence
- **Longer courses and courses with a qualification:**
If you want a qualification to help you get a job or would just like to improve your skills
- **Family Learning:**
Offers the opportunity for the family to learn together and gain skills. Delivered in schools, Children's Centres and community settings



What if you haven't got a computer in your home?

If you don't own a computer help may be available to you. The Home Access programme allows you to apply for funding that will enable you to buy a computer and access the internet at home so that your children can have an equal chance to learn at home.

Home Access, who is it for?

The Home Access programme is aimed at families who:

- Have internet access in their home but don't use it to support their child's learning
- Aren't sure or convinced of the benefits of having a computer and internet access at home
- Either can't afford a computer or access to the internet, or need support to get it

What support is available to you?

You can get help with:

- Applying for a grant – filling in the application form
- Choosing the computer package that best suits you and your family
- How to make sure you all stay safe when using the internet
- How to set up your computer at home

If you gain funding from the Home Access programme to buy a computer, you will be able to buy all or some of the parts of the approved computer package from accredited suppliers. Details of the suppliers are included in the Home Access application pack.

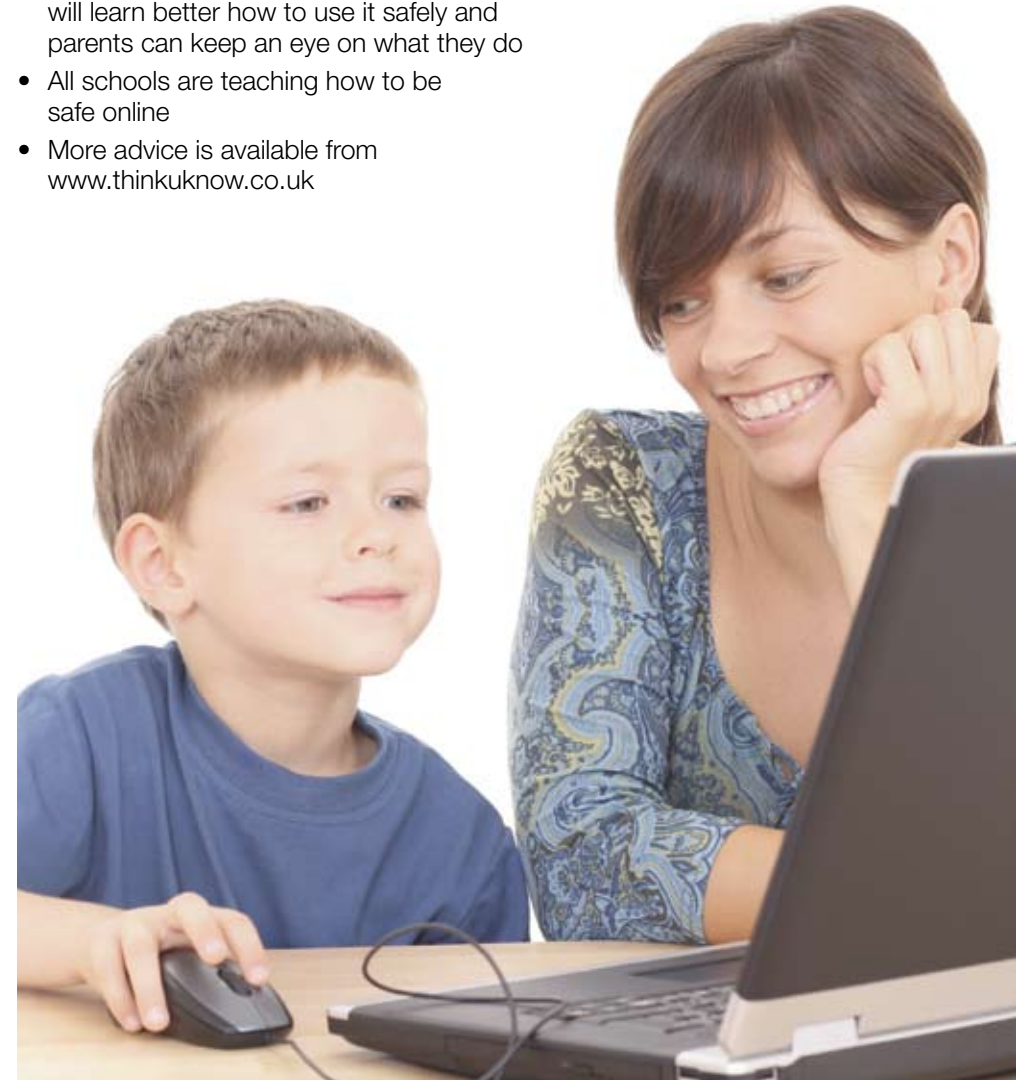
For more information on Home Access programme please contact:

Access Oldham
Civic Centre, West Street
Oldham OL1 1UT
T: 0161 770 7770
Information is also available on
www.oldham.gov.uk/learning/homeaccess.htm

Is it safe for your children to use the internet?

We hear more and more about young people getting into difficulties through their use of the internet. Parents might be worried about dangers but it is important to remember.

- Not having a computer at home won't stop your child going online in other places. In fact by using a computer at home a child will learn better how to use it safely and parents can keep an eye on what they do
- All schools are teaching how to be safe online
- More advice is available from www.thinkuknow.co.uk



Individual support available

Who to contact	When and where	What	Cost
Highway to Opportunities (H2O) Brunswick House Union Street Oldham OL1 1DE T: 0161 621 9200 H2Opositivestepsoldham.org.uk	Support throughout the year at the centre	Learn in your own time by using your computer for online courses delivered by Learndirect and UK online centres.	Free
Skilled Communities Project (NDC) Honeywell Centre Hadfield Street Hathershaw Oldham OL8 3BP T: 0161 621 3911/2 Carol.price@oldham.gov.uk Sue.carrigam@oldham.ac.uk	Based in the Job Shop at the Honeywell centre	Help with basic IT related queries. Provide information about the project and collection point for application form.	Free
Hotspots (Oldham) Limited Borough Mill, Neild Street Oldham OL8 1QG T: 0161 622 2913 Louisa Price hotspotslouisa@googlegmail.com	Various in NDC and Coldhurst areas	Help with completing the Home Access application form. PC Repair, Basic Pc Maintenance, and advice on Anti Virus and Anti Spyware. One to One tuition in homes, on family computer and Internet Safety, Benefits of Pc and Internet for families. How to do things and how not to do things!	Free £20 per hour for individual tuition
Oldham Lifelong Learning Centres Freephone 0800 525 956 for contact details for all centres	All centres in Oldham	Will host some of the information sessions. Will provide information about the programme and collection point for application form. Help with completing the Home Access Support forms and give advice and guidance on further opportunities to learn.	Free
Work Solutions (NDC) The Honeywell Centre Hadfield Street Hathershaw Oldham OL8 3BP T: 0161 621 3910	NDC area	Help with on-line job applications. Setting up web mail accounts, CV preparation and the 3 Step Work programme. Registered clients have free internet access for job seeking. Provides information about the programme and is a collection point for your Home Access application form. Help with completing the Home Access application form.	Free

Oldham Library and Information Service Oldham Library and Lifelong Learning Centre The Cultural Quarter, Greaves Street, Oldham OL1 1AL T: 0161 770 8000 oldham.library@oldham.gov.uk	All libraries in Oldham	Will host some of the information sessions. Provide information about the programme and be a collection point for application form.	Free
Barnados Hollinwood Children's Centre St Chad's Centre Lime Green Parade Oldham OL8 3HH T: 0161 633 8417	St Chad's centre Limeside	Provide information about the programme and be a collection point for your application form.	Free
Contour Housing 50 First Avenue Oldham OL8 3SH Paul Charnock, Deputy Manager T: 0161 682 4019	First Avenue Limeside	Display information about the programme and signposting to further training.	Free
Oak Community Development Borough Mill, Neild Street Oldham OL8 1QG T: 0161 622 2930 www.oakcd.org.uk info@oakcd.org.uk	The OAK Project 44-46 Manchester Road, Werneth.	Information about the programme and collection point for application forms. Help with completing the Home Access support application form.	Free
Barnardos Asha Project 294/296 Rochdale Road Oldham OL1 2HF T: 0161 628 6630	Rochdale Road	Display information about the programme and collection point for application form.	Free
City Learning Centre Hollinwood Avenue Chadderton OL9 8EE T: 0161 683 3100 www.clc-oldham.org.uk	Hollinwood Avenue	Information about Home Access and will give e-safety advice.	Free

Introduction and short taster courses

Where	When (Most courses last six weeks.)	Course title	Full cost/ concs cost
Oldham Lifelong Learning Service Freephone 0800 525 956 for contact details for all centres	Arranged at various Lifelong Learning Centres across the borough throughout the year	Try Me - taster IT courses Lots of courses to take you from the very beginning of how to use a computer.	Free
Oldham Lifelong Learning Service Freephone 0800 525 956 for contact details for all centres	Arranged at various Lifelong Learning Centres across the borough throughout the year	Short and Snappy courses on how to use the computer for beginners and those who just want to know how to get started e.g introduction courses in Excel, Mail Merge, Powerpoint, Outlook and Word.	On request
Work Solutions (NDC) Honeywell Centre Hadfield Street Hathershaw Oldham OL8 3BP T: 0161 621 3910	All courses and venues are advertised in the training booklet and the regular newsletter distributed to all NDC residents	Beat the Credit Crunch (personal finances) A first introduction to computers First certificate in computers Introduction to PC maintenance and repair. Computerised accounts level 1 Book keeping level 1	Free to NDC residents
Oldham Lifelong Learning Centres Freephone 0800 525 956 for contact details for all centres	March, April, May, June and July start dates across the borough Next starting September 2009	Introduction to computers Keep up with digital technology Fun with computers Improvers Genealogy with computers Photoshop and Digital Images Keeping up with Web technology Introduction to Manual Bookkeeping using EXCEL	Various On request
Library and Information Service The Cultural Quarter Greaves Street Oldham OL1 1AL T: 0161 770 8000 oldham.library@oldham.gov.uk	January to July in libraries across Oldham	Introduction to computers. Computers for beginners. Computer Skills classes.	Free

Hotspots (Oldham) Limited Borough Mill Neild Street Oldham OL8 1QG T: 0161 622 2913 Louisa Price hotspotslouisa@googlemail.com	January to July Local courses available mornings, afternoons and evenings.	Basic PC Maintenance Importance of Antivirus and Antispyware Family computer and internet safety Benefits of PC and internet for families How to do things and how not to do things! The best free stuff on the internet, where to go and how to get it How to buy stuff on the internet safely I bet your kids know how to do it!	On request
Highway to Opportunities (H2O) Brunswick House Union Street Oldham OL1 1DE T: 0161 621 9200 H2O@positivestepsoldham.org.uk	Learn in your own time or book onto our computers during the week.	myguide training. Get to grips with day to day internet use such as sending emails, searching the internet, how to use a digital camera.	Free
OAK Community Development Borough Mill Neild Street Oldham OL8 1QG T: 0161 622 2930 www.oakcd.org.uk info@oakcd.org.uk	The OAK Project 44-46 Manchester Road, Werneth.	Basic Computer courses	On request
Contour Housing 50 First Avenue Oldham OL8 3SH Paul Charnock, Deputy Manager T: 0161 682 4019	Tenant's Hall Limeside	IT training provided two days per week.	Free

Longer courses or courses with a qualification

Where	When	Course title	Full cost/ concs cost
Throughout Oldham T: 0161 770 8020 for details	Ongoing	Literacy and Numeracy courses leading to qualifications all of which include aspects of computer training.	Free
Oldham Lifelong Learning Centres across Oldham Freephone 0800 525 956 for contact details for all centres	Many longer courses start in September each year but others start throughout the year so please ask for a copy of Focus on Learning	Absolute Beginners CLAIT Level 1 and 2 Certificate for IT Users. Computerised Accounts. European Computer Driving Licence (ECDL). ITQ NVQ level 1 and 2. Keep up with Digital Technology Photoshop with Digital Images Improving Your Photoshop skills Computers for silver Servers.	On application
Highway to Opportunities Brunswick House Union Street Oldham OL1 1DE T: 0161 621 9200 H2O@positivestepsoldham.org.uk	On-line learning book at our centre	European Computer Driving Licence (ECDL). On line course delivered through Learn Direct and UK Online centres.	On application
Groundwork Oldham Environment Centre Shaw Road Higginshaw Oldham OL1 4AW T: 0161 624 1444 www.gwor.co.uk	Various days	Employability skills programme. These are literacy, numeracy and ESOL qualifications but can include simple UK online computer training.	Free

Family Learning

Free courses especially for parents/carers and their children.

Family learning aims to improve your understanding and skills as well as that of the children's. You can gain skills and confidence to support your children's learning and to use computers to help with all learning and everyday life.

Family Learning in Oldham includes learning activities and courses which can involve all family members. This can be all family members including grandparents, aunts and uncles as well as dads and mums and children of all ages.

We will deliver a wide variety of programmes to families including:

Family Technology

Family ICT

Computers Don't Byte

Healthy Eating

Family Literacy, Language and Numeracy

Keeping up with the Children

Family Health

Learning about the Early Years

Bookstart

Family Arts and Crafts

Family Safety – First Aid

Family Finance

These courses are delivered in partnership with schools, Children's Centres and community organisations across the borough in more than 50 locations per year.

To ask about any of these courses or to book your place, please telephone.

- Gail Rocca on 0161 770 8264
gail.rocca@oldham.gov.uk
- Janet McDowell on 0161 770 8262
janet.mcdowell@oldham.gov.uk

or ask at your local school, Children's Centre or community centre for more information.

"When I realised that my seven year old daughter could use a computer I realised that I was being left behind. The Family learning course has helped me to use the computer with more confidence than I thought possible and now I can help with her school work. I have found loads of other things that I can do on line and now when programmes on TV tell you to look on websites, I can do it"



Published by Oldham Council

Access Oldham
Civic Centre, West Street
Oldham OL1 1UT
T: 0161 770 7770
www.oldham.gov.uk/learning/homeaccess.htm

As part of Oldham's commitment to a sustainable future, this leaflet is printed on recycled paper made from 100% post-consumer waste. When you have finished with it, please recycle it.

All information correct at time of going to press.
Published February 2009.

To obtain a copy of this leaflet in an alternative format please call 0161 770 7770.



Oldham
Council