

**SAVS working in partnership with
Southend Adult Community
College**

**Brand NEW Training Opportunities!
For ALL Voluntary & Community Groups**

**Contact us now for further details
and to book your place!**



Excel for Beginners
Tuesday 12 January 2010

First Aid at Work CIEH
(One Day Accredited)
Friday 15 January

**Managing Time & Stress
at Work**
Thursday 21 January

**Internet & Email for
Beginners**
Friday 29 January (Part 1)
Friday 5 February (Part 2)

**Mental Health First Aid
(Accredited)**
Monday February 1 Part
Monday February 8 Part 2

Word for Beginners
Friday 12 February

**Design and Create
(Word & Publisher)**
Monday 22 February

**Introduction to Digital
Photography**
Monday 8 March

Publisher Tips and Tricks
Tuesday 16 March

FREE Bursary Places
available on all courses –
please enquire

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Southend Together