



# Jewel & Esk Leisure Programme 2011/12



# How to find us

**JEWEL & ESK COLLEGE**  
**Edinburgh Campus**  
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**Midlothian Campus**  
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# Help with funding your course

## ILA (individual Learning Account)

Some of our courses can be funded using an Individual Learning Account (ILA).

ILA Scotland is a Scottish Government scheme that helps you pay for learning that you can do at a time, place, pace and in a way to suit you. It's for people who have an income of £22,000 a year or less or who are on benefits.

If you are 16 or over and living in Scotland, you could get £200 towards the cost of learning with a learner account from ILA Scotland. If you are interested in learning something new or brushing up your skills Jewel & Esk College has a wide range of courses available, some of which are eligible for ILA funding. To check if your course can be funded using your ILA account, please call our information team on 0131 344 7100.

## You must have your account in place before you can start your course

### Apply for your account now

You must have your account in place before you can start your course and the application process can take a few weeks so you are advised to start your application as soon as possible to avoid disappointment. Once opened your account can be used anytime over the following 12 months.

For more information and to request an application pack, please call the ILA Scotland helpline free on **0808 100 1090** or go to [www.ilascotland.org.uk](http://www.ilascotland.org.uk)

# Course Listing

TITLE	DAY(S)	START DATE	PAGE
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Automotive Vehicle Maintenance & Repair	Tuesday	20 September 2011	15
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2D Character Animation in Adobe Flash CS4	Tuesday	25 October 2011	14
Ableton Live!	Tuesday	25 October 2011	12
Guitar for Beginners	Tuesday	25 October 2011	12
Radio Production - Podcasting	Tuesday	25 October 2011	13
Reason 101: Create Hip Hop, Drum & Bass and Dub	Tuesday	25 October 2011	12
Sound Design for Film	Tuesday	25 October 2011	13
The Drama of Writing Drama	Tuesday	25 October 2011	13
Advanced Epilation, SQA	Tuesday	1 November 2011	10
The Art of Pulled & Blown Sugar	Tuesday	24 January 2012	7
Nail Care, SQA	Tuesday	7 February 2012	10
ECDL (at Midlothian Campus)	Wednesday	7 September 2011	14
ECDL Advanced (at Midlothian Campus)	Wednesday	7 September 2011	14
SQA Depilation	Wednesday	14 September 2011	10
eh15 Cook School: Fish & Shellfish	Wednesday	21 September 2011	6
Motor Vehicle Beginners	Wednesday	21 September 2011	15

TITLE	DAY(S)	START DATE	PAGE
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Discover the Art of Storytelling	Wednesday	28 September 2011	17
eh15 Cook School: Cooking for Friends	Wednesday	28 September 2011	6
Italian, Beginners	Wednesday	28 September 2011	9
eh15 Cook School: Fusion Cookery	Wednesday	5 October 2011	6
eh15 Cook School: Indian Cookery	Wednesday	12 October 2011	6
eh15 Cook School: Mediterranean Cookery	Wednesday	19 October 2011	6
Barbering	Wednesday	26 October 2011	11
Cubase 4: Compose & Mix Your Own Track	Wednesday	26 October 2011	12
eh15 Cook School: Simple Suppers	Wednesday	26 October 2011	6
Make Your Own Films	Wednesday	26 October 2011	13
Web Design for Beginners	Wednesday	26 October 2011	14
Remedial Massage	Wednesday	2 November 2011	8
SQA Depilation	Wednesday	8 February 2012	10
Barbering	Wednesday	18 April 2012	11
The Art of Pulled & Blown Sugar	Wednesday	25 April 2012	7
ECDL (at Edinburgh Campus)	Thursday	8 September 2011	14
ECDL Advanced (at Edinburgh Campus)	Thursday	8 September 2011	14
Spanish, Beginners	Thursday	29 September 2011	9
Indian Head Massage	Thursday	3 November 2011	8
Eye Treatments	Thursday	19 April 2012	10
Introduction to Sound Production	Friday	28 October 2011	12
Designing Publications	Saturday	24 September 2011	17
Photoshop for Beginners	Saturday	29 October 2011	14
Reiki Workshop	Saturday	4 & 18 February 2012	8
Hopi ear candles	Sunday	8, 15 & 29 January 2012	8
Introduction to Crystal Healing	Sunday	8, 15 & 22 April 2012	8



# Leisure courses

## HOW TO BOOK

### Phone

Call our Student Admissions Team on **0131 344 7100** between 8.30am and 4:30pm. Please have your payment card ready to pay for your course.

### In person

You can call into the college between 8.30am and 4.30pm and either drop off your completed application form with your payment or speak to one of our Student Admissions Team. They will be happy to advise on courses and help you complete the application form.

### Email

To apply by email, please go to [www.jec.ac.uk](http://www.jec.ac.uk) and look for leisure courses. Complete the application form in Word and email the completed form to **info@jec.ac.uk**. Please include a telephone number so we can call you to arrange payment. Your place cannot be confirmed until payment has been received.

### Post

You can complete the enclosed application form and post it into the Edinburgh Campus along with a cheque or your card details as payment. Please contact us if you need another application form.

# eh15 Cook School

## eh15 COOK SCHOOL

Discover why we are different.

Welcome to the eh15 Cook School, the place where food is made contemporary and imaginative yet effortless. Develop your palate and discover what you love to cook and eat. We use the finest, local ingredients so have your taste buds ready to create the flavours you love. Enter a different world of new ingredients and cuisines. We can change you from beginner to excited foodie or you can simply learn fresh new skills or polish established ones.

Each class is packed with tips, techniques and trade secrets, not to mention a whole lot of fun. Here at eh15 Cook School we pride ourselves in being a fun and informal environment creating effortless cuisine. From the minute you step through the door you will grasp our professional and friendly approach; we're here to make sure you have an experience which exceeds all of your expectations.

With a class to suit everyone and gift vouchers starting at only £35, it couldn't be easier to treat a friend or loved one to an unforgettable experience at the eh15 Cook School.

Campus: **the Club, Edinburgh** Cost: **£35 per class**  
Days: **Wednesday** Duration: **1 day**  
Dates: **21 Sept - 26 Oct 11** Times: **6:30-9pm**

Join our weekly classes in eh15:

- 21st September - Fish and Shell Fish
- 28th September - Cooking for Friends
- 5th October - Fusion Cookery
- 12th October - Indian Cookery
- 19th October - Mediterranean Cookery
- 26th October - Simple Suppers

Our evening classes will also cover some of the basics for you, like how to keep those knives sharp, what to look for when shopping for ingredients and storing food.

## CAKE DECORATING

Campus: **the Club, Edinburgh** Cost: **£99**  
Days: **Wednesday** Duration: **10 weeks**  
Dates: **28 Sept - 7 Dec 2011** Times: **6-9:15pm**

This 10 week course will improve your skills in cake decoration and sugar modelling. You will also have the opportunity to create a celebration cake for a birthday or special occasion.

## THAI COOKERY

Campus: **the Club, Edinburgh** Cost: **£99**  
Days: **Tuesday** Duration: **10 weeks**  
Dates: **27 Sept - 6 Dec 2011** Times: **6-9:15pm**

Learn to cook Thai food, to produce a variety of dishes using Chicken, Pork, Beef and Shellfish. You will also produce your own Red and Green curry pastes. Example dishes: Spicy Pork, Hot & Sour Shrimps, Stir Fried Beef, Chicken Cashew and Sticky Rice.

## THE ART OF PULLED & BLOWN SUGAR

Campus: **the Club, Edinburgh** Cost: **£120**  
Days: **Tuesday** Duration: **6 weeks**  
Dates: **24 Jan - 28 Feb 2012** Times: **6-9:15pm**  
or **25 Apr - 30 May 2012**

This course will be taught over six evenings producing a variety of pulled and blown sugar exhibits. It has been designed as an introduction to the skills and techniques of sugar boiling. Over the six evenings you will be introduced to Isomalt and will produce pulled flowers, leaves and blown fruits which will be presented onto casted sugar plate. You will also be given methods and techniques of sugar boiling and finishing skills.

## THE ART OF PATISSERIE

Campus: **the Club, Edinburgh** Cost: **£99**  
Days: **Tuesday** Duration: **10 weeks**  
Dates: **27 Sep - 6 Dec 2011** Times: **6-9:15pm**

This 10 week Pâtisserie Art course will give intricate techniques and methods for producing desserts and pastries. You will learn how to make Kiwi and Strawberry Pavlova, Chilled Lemon and Raspberry Soufflé, Chocolate Delice Torten, Redcurrant Love Nests and Macaroons.

## INTRODUCTION TO CRYSTAL HEALING

Campus: **the Club, Edinburgh** Cost: **£65**  
Days: **Sunday** Duration: **1 day**  
Dates: **8, 15 & 22 Apr 2012** Times: **9:30am-5:30pm**

Crystals have been used for thousands of years for healing and adornment. Find out how to use them for relaxation, for restoring your bodies' natural balance and for healing. On this one day course you will learn: The main energy centres (chakras) and energy field (aura) of the body; How to detect imbalances using dowsing crystals; How to bring the body back to balance using crystals; Basic crystal layouts for healing and relaxation. This course will enable you to do basic crystal healing for self, family and friends. A certificate will be awarded after successful completion of the course.

## REIKI WORKSHOP

Campus: **the Club, Edinburgh** Cost: **£80**  
Days: **Saturday** Duration: **1 day**  
Dates: **4 & 18 Feb 2012** Times: **9:30am-5:30pm**

Reiki is a simple but powerful technique which can be used to promote relaxation and deep healing. It is simple to learn and is great to use for yourself, friends and family. This 2 day course will include: Reiki attunement; A brief history of reiki; Basic hand positions for a full reiki treatment; Practice therapies. Class will take place 3-4 weeks later to discuss set homework and for a practical exam. Students may proceed to reiki level 2 (this level is required for professional practice) after successful completion of reiki 1.

## INDIAN HEAD MASSAGE

Campus: **the Club, Edinburgh** Cost: **£145**  
Days: **Thursday** Duration: **5 weeks**  
Dates: **3 Nov - 1 Dec 2011** Times: **6-8:30pm**

Based on the ayurvedic system of healing which has been practised in India for over a thousand years. Massaging the head can do much to relieve the stress and tension that fill our day to day lives. Plus exam fee - £45.

## HOPI EAR CANDLES

Campus: **the Club, Edinburgh** Cost: **£70**  
Days: **Sunday** Duration: **1 day**  
Dates: **8, 15 & 29 Jan 2012** Times: **9:30am-5:30pm**

Learn how to use this ancient therapy for use on friends and family or for professional use. Hopi ear candling is a soothing and relaxing treatment and can be helpful for earache, headache, ear noise, impacted wax, blocked sinuses, stress and nervousness. Within the one day Hopi ear candle course there will be a theoretical and practical exam. You will study: basic anatomy of the ear; indication and contra-indication for use; and you will practise a treatment with supervision. A qualification will be given after you have completed some case studies.

## REMEDIAL MASSAGE

Campus: **the Club, Edinburgh** Cost: **£280**  
Days: **Wednesday** Duration: **6 months**  
Dates: **2 Nov - 6 May 2011** Times: **6-9pm**

Remedial massage is used primarily to treat sports injuries and it will enable you to treat a variety of clients with problems due to posture or injury. This course is aimed at people who wish to expand on and develop their existing massage skills. A recognised qualification in body massage and anatomy and physiology are required for entry to this course.

## BEGINNERS POLISH

Campus: **Edinburgh** Cost: **£60**  
Days: **Monday** Duration: **8 weeks**  
Dates: **26 Sept - 21 Nov 2011** Times: **7-9pm**

Do you have some knowledge of Polish or would you like to start from scratch? This course is a mixture of conversation, quizzes and confidence-building games to increase your ability to hold simple chats in Polish.

## BEGINNERS FRENCH

Campus: **Edinburgh** Cost: **£60**  
Days: **Tuesday** Duration: **8 weeks**  
Dates: **27 Sept - 22 Nov 2011** Times: **7-9pm**

Do you have some knowledge of French or would you like to start from scratch? This course is a mixture of conversation, quizzes and confidence-building games to increase your ability to hold simple chats in French.

## BEGINNERS ITALIAN

Campus: **Edinburgh** Cost: **£60**  
Days: **Wednesday** Duration: **8 weeks**  
Dates: **28 Sept - 23 Nov 2011** Times: **7-9pm**

Do you have some knowledge of Italian or would you like to start from scratch? This course is a mixture of conversation, quizzes and confidence-building games to increase your ability to hold simple chats in Italian.

## BEGINNERS SPANISH

Campus: **Edinburgh** Cost: **£60**  
Days: **Thursday** Duration: **8 weeks**  
Dates: **29 Sept - 24 Nov 2011** Times: **7-9pm**

Do you have some knowledge of Spanish or would you like to start from scratch? This course is a mixture of conversation, quizzes and confidence-building games to increase your ability to hold simple chats in Spanish.

## SQA NAIL CARE

Campus: **the Club, Edinburgh** Cost: **£200**  
Days: **Tuesday** Times: **6:30-9pm**  
Dates: **13 Sept - 20 Dec 2011**  
or **7 Feb - 22 May 2012**

On completion of this course you will be able to carry out manicure and pedicure treatments competently. Study areas include: manicure & pedicure treatments, contra-indications to nail care, client preparation and safe & hygienic salon practices.

## SQA DEPILATION

Campus: **the Club, Edinburgh** Cost: **£200**  
Days: **Wednesday** Times: **6-9pm**  
Dates: **14 Sep - 21 Dec 2011**  
or **8 Feb - 23 May 12**

On completion of this course you will be able to carry out waxing treatments competently on all parts of the body. This course covers: hygienic & efficient treatments, client consultation/aftercare, types & causes of hair growth and contra-indications to treatments.

## SQA ADVANCED EPILATION

Campus: **the Club, Edinburgh** Cost: **£335**  
Days: **Tuesday** Times: **6-9pm**  
Dates: **1 Nov - 8 May 2012**

The course will cover both the theory and practical aspects of advanced epilation.

This course will enable you to treat minor, benign skin blemishes and will help you to expand on and develop your existing epilation skills.



## EYE TREATMENTS

Campus: **the Club, Edinburgh** Cost: **£110**  
Days: **Thursday** Times: **6:30-9pm**  
Dates: **18 Apr - 7 Jun 2012**

This course will cover both the theory and practical aspects of eye treatments. Study areas include: eyebrow tweezing, eyelash/brow tinting, artificial lashes, client consultation/aftercare, safe and hygienic working practices.

## BARBERING

Campus: **the Club, Edinburgh** Cost: **£99**  
Days: **Wednesday** Times: **4:30-7pm**  
Dates: **26 Oct - 14 Dec 2011**  
or **18 Apr - 6 Jun 2012**

Learn the foundations of barbering and quality gents cutting. This course has been created for people with some experience in hairdressing who wish to learn or sharpen up their skills. This is a practical course taught by an experienced barber.

## SPECIALISED TREATMENTS: HAIR AND SCALP CONDITIONS

Campus: **the Club, Edinburgh** Cost: **£250**  
Days: **Tuesday** Times: **5-8pm**  
Dates: **27 Sept 2011 - 27 Mar 2012**

You will analyse clients' treatment requirements and advise on specialised products and suitable methods of treatment.

This course is a double credited course from within the HNC framework.

It is recommended that candidates have as a minimum level 3 hairdressing and 3 years experience in the industry.



# Music & DJing

## DIGITAL DJING

Campus: **CRE:8, Edinburgh** Cost: **£99**  
Days: **Monday** Duration: **8 weeks**  
Dates: **24 Oct - 12 Dec 2011** Times: **7-9pm**

Are you crazy about Dance Music and want to DJ like the professionals? Well, it's not as hard as you think anymore. DJ Music Software has evolved so that you can mix and create CDs just like the Pros.

The course also includes an introduction to using MIDI control surfaces which allow you to trigger beats and samples whenever you want in a live set. What are you waiting for?!

## GUITAR FOR BEGINNERS

Campus: **CRE:8, Edinburgh** Cost: **£65**  
Days: **Tuesday** Duration: **8 weeks**  
Dates: **25 Oct - 13 Dec 2011** Times: **7-9pm**

This course is aimed at those with very little or no experience of playing guitar. The fun, informal lessons will give you the confidence to play music either for your own pleasure or as part of a group.

## INTRODUCTION TO SOUND PRODUCTION

Campus: **CRE:8, Edinburgh** Cost: **£65**  
Days: **Friday** Duration: **8 weeks**  
Dates: **28 Oct - 16 Dec 2011** Times: **4:30-6:30pm**

Introduction to a state of the art recording studio. Discover all the equipment the professionals use and you will gain the basic skills in recording. Learn how to get a great vocal sound, mic up a drum kit and even record a whole band, mixing to CD.

## ROCK-IT

Campus: **CRE:8, Edinburgh** Cost: **£120**  
Days: **Monday** Duration: **8 weeks**  
Dates: **24 Oct - 12 Dec 2011** Times: **7-9pm**

For bands or individual young musicians between 14 to 18 years old. Improve your instrument playing - guitar, bass, drums, keyboards and learn to play in bands. At the end of the course you will perform live and record your band.

## REASON 101: CREATE HIP HOP, DRUM & BASS AND DUB

Campus: **CRE:8, Edinburgh** Cost: **£99**  
Days: **Tuesday** Duration: **10 weeks**  
Dates: **25 Oct - 13 Dec 2011** Times: **7-9pm**

Develop the skills to use Reason 101, this computer based sequencing programme in a music production context, creating music in Hip Hop, Drum & Bass and Dub styles.

## ABLETON LIVE!

Campus: **CRE:8, Edinburgh** Cost: **£99**  
Days: **Tuesday** Duration: **8 weeks**  
Dates: **25 Oct - 13 Dec 2011** Times: **7-9pm**

Develop the skills to use Ableton Live!, this computer based sequencing programme in a music production context, creating electronic music in techno, house and dubstep styles.

## CUBASE 4: COMPOSE AND MIX YOUR TRACK

Campus: **CRE:8, Edinburgh** Cost: **£99**  
Days: **Wednesday** Duration: **8 weeks**  
Dates: **26 Oct - 14 Dec 2011** Times: **7-9pm**

In our brand new MIDI suites, learn how to use this versatile and powerful program to compose music and record on a PC. This introductory course will take you through working with Cubase 4, its VSTi's, effects, audio and MIDI, and how to mix down your track to CD.

## RADIO PRODUCTION - PODCASTING

Campus: **CRE:8, Edinburgh** Cost: **£65**  
Days: **Tuesday** Duration: **8 weeks**  
Dates: **25 Oct - 13 Dec 2011** Times: **7-9pm**

An introduction to radio production covering various elements regarding the creation of music, documentary or community based programmes. Learn about recording and editing techniques, idents / jingles, importing audio for playlists and relevant file formats for uploading to an Internet website and backing up to audio / data CD or flash drives.

## THE DRAMA OF WRITING DRAMA – UNLOCK THE BARRIERS

Campus: **CRE:8, Edinburgh** Cost: **£65**  
Days: **Tuesday** Duration: **8 weeks**  
Dates: **25 Oct - 13 Dec 2011** Times: **6:30-8:30pm**

Using a variety of techniques to remove the barriers of creativity. Find your own route to the world of story. First part of a future series to finally making a film.

## MAKE YOUR OWN FILMS

Campus: **CRE:8, Edinburgh** Cost: **£65**  
Days: **Wednesday** Duration: **8 weeks**  
Dates: **26 Oct - 14 Dec 2011** Times: **7-9pm**

YouTube is the great mini cinema in everyone's home. Making crazy short videos, sending footage of the grandchildren across continents, having fun showing funny stuff or seriously tackling issues, it makes no difference. You're telling stories. This course will help you learn more about how it's all done and show you that you have a fund of interesting stories to record and if you want, put on the amazing YouTube World Cinema. Tell a story...reach an audience.

# TV & Radio

## SOUND DESIGN FOR FILM

Campus: **CRE:8, Edinburgh** Cost: **£99**  
Days: **Tuesday** Duration: **8 weeks**  
Dates: **25 Oct - 13 Dec 2011** Times: **7-9pm**

This course will give you the skills required to design sound for film or adverts using Pro Tools. It is aimed at anyone who already has experience of operating a DAW in Cubase, Logic or Pro Tools.

## WEB DESIGN FOR BEGINNERS

Campus: **Edinburgh** Cost: **£120**  
Days: **Wednesday** Duration: **8 weeks**  
Dates: **26 Oct - 14 Dec 2011** Times: **7-9pm**

This course introduces you to the technologies required to design a website. You will learn how to design visual interfaces and produce different formats of graphics to create your own basic website.

## PHOTOSHOP FOR BEGINNERS

Campus: **Edinburgh** Cost: **£99**  
Days: **Saturday** Duration: **8 weeks**  
Dates: **29 Oct - 17 Dec 2011** Times: **2:30-4:30pm**

This course is an introduction for those who are new to Photoshop. You will learn the basics of Photoshop covering tools, features, and basic techniques every new user should know. Learn how to crop, rotate, resize, create basic shapes, add text, and retouch digital images.

## INTRODUCTION TO 2D CHARACTER ANIMATION IN ADOBE FLASH CS4

Campus: **Edinburgh** Cost: **£120**  
Days: **Tuesday** Duration: **8 weeks**  
Dates: **25 Oct - 13 Dec 2011** Times: **7-9pm**

The course will introduce the principles of animation using the animation tools in the package Flash. We will use the drawing tools of the package and learn how to animate basic character designs with frame by frame animation. We will explore the potential of interactivity and save the work on CDs.

## ECDL

Campus: **Midlothian (on Wednesdays)**  
**Edinburgh (on Thursdays)**  
Times: **6-9pm**  
Cost: **£55 per module\***  
**plus £25 Log Book**  
Dates: **7 Sept onwards**

Designed for people who want to develop and learn more about computer packages - IT Security for Users, Using the Computer and Managing Files, Word Processing, Spreadsheets, Databases & Filing Systems, Presentation and Web Browsing & Communication (\*seven modules). This qualification is designed to help you at home or at work. It is a relevant, up-to-date qualification recognised by employers and will enable you to demonstrate competence in computer skills.

## ECDL ADVANCED

Campus: **Midlothian (on Wednesdays)**  
**Edinburgh (on Thursdays)**  
Times: **6-9pm**  
Cost: **£115 per module**  
Dates: **7 Sept onwards**

Progress to this award after successfully completing your ECDL to ensure your computing skills are ahead of the rest! Ideal if you want to enhance your IT skills or improve your employment prospects in IT related jobs. The Advanced ECDL covers \*four modules: word processing, spreadsheets, databases and powerpoint presentations. It is a widely recognised certificate within the business community.

## WOODTURNING & DRILLING

Campus: **Midlothian** Cost: **£99**  
Dates: **20 Sept - 13 Dec 2011** Times: **6-9pm**  
Days: **Tuesday** Duration: **12 weeks**

This course covers the basics of woodturning and drilling. You will learn or develop the skills required to produce a range of finished exotic wood artefacts and can progress at your own pace with restricted class numbers allowing a high level of guidance and tuition. You will have the opportunity to achieve an SQA Machine Woodworking unit. No previous knowledge or experience is required.

## MOTOR VEHICLE BEGINNERS

Campus: **Midlothian** Cost: **£99**  
Dates: **21 Sept - 14 Dec 2011** Times: **6-9pm**  
Days: **Wednesday** Duration: **12 weeks**

A course specifically designed for DIY beginners covering routine checks and servicing on light road vehicles, simple repairs and replacement and MOT checks. You will have the opportunity to achieve the SQA units Mobile Plant Users Maintenance and Mobile Plant Braking Systems 1. No previous knowledge or experience is required.

## AUTOMOTIVE VEHICLE MAINTENANCE & REPAIR

Campus: **Midlothian** Cost: **£99**  
Dates: **20 Sept - 17 Jan 2012** Times: **6:30-9pm**  
Days: **Tuesday** Duration: **14 weeks**

We will cover a range of topics matched to the requirements and ability of the class selected from: brakes; steering and suspension; fuel and exhaust systems; ignition; engine cooling; lubrication; clutch; gearbox and final drive; engine building; wheels and tyres. The course is delivered in a workshop using rigs and vehicles as appropriate. You will have the opportunity to achieve SQA units in motor vehicle maintenance. You should have some experience of motor vehicle engineering.

## WELDING PROCESSES

Campus: **Midlothian** Cost: **£99**  
Dates: **20 Sept - 13 Dec 2011** Times: **6-9pm**  
Days: **Tuesday** Duration: **12 weeks**

Instruction in a range of welding and thermal joining processes to match the requirements of the class. Skills can be acquired or developed in MIG (Metal Inert Gas), TIG (Tungsten Inert Gas), MMA (Manual Metal Arc),

Oxy-Acetylene welding, brazing & braze welding. You will have the opportunity to achieve SQA units in welding. No previous knowledge or experience required.



## DISCOVER THE ART OF STORYTELLING

Campus: **Edinburgh** Cost: **£65**  
Days: **Wednesday** Duration: **6 weeks**  
Dates: **28 Sept – 9 Nov 2011** Times: **6:30-8:30pm**

Rae is a professional storyteller and has delivered courses in storytelling to educators, child care workers, heritage workers and library staff. She will be sharing with you the art of story telling with techniques and content to bring stories to life.

## DESIGNING PUBLICATIONS

Campus: **Edinburgh** Cost: **£99**  
Days: **Saturday** Duration: **8 weeks**  
Dates: **24 Sept - 19 Nov 2011** Times: **12-2pm**

Students will produce a series of design projects, developing them from rough ideas to final documents. While our focus will be on leaflets and newsletters in Indesign and Publisher the skills developed are also applicable to other business and multipage documents.

## MAXIMISING YOUR EMPLOYMENT PROSPECTS

Campus: **Edinburgh** Cost: **£99**  
Days: **Tuesday** Duration: **8 weeks**  
Dates: **27 Sept - 22 Nov 2011** Times: **6:30-8:30pm**

Improve your employment prospects by taking this course on how to brush up on your interview skills and write a new CV. The course also covers how to improve your communication and presentation skills in general as well as looking at transferable skills you may have to widen your job prospects.



## HOW TO START A SMALL BUSINESS

Campus: **Edinburgh** Cost: **£99**  
Days: **Monday** Duration: **8 weeks**  
Dates: **26 Sept - 21 Nov 2011** Times: **6:30-8:30pm**

This course offers an overview of key aspects of how to start your own business. You will work on the production of a business plan relevant to your own particular business idea. We will cover business legalities, market research, advertising and promotion, basic finance and communication skills.

Jewel & Esk College acknowledges the dignity and diversity of all individuals and will seek to promote equality of opportunity for all.

The college will actively promote equality, diversity and inclusion by removing barriers to education, training and employment opportunities and by widening access through development of a flexible and inclusive culture.'

**DATA PROTECTION ACT 1998 STATEMENT** - Jewel & Esk College is committed to ensuring that the processing of personal data is only undertaken in the legitimate operation of the business of the college. We will ensure that the eight principles on which the Act is based are made known to and observed by all our staff.

**PLEASE NOTE:** Although every attempt is made to supply accurate information, this leaflet is subject to change without prior notice. Courses or classes may be cancelled due to unforeseen circumstances or insufficient numbers attending the first or subsequent classes. For the latest information please contact the college directly on 0131 344 7000.

**REFUNDS AND CANCELLATIONS**

A cancellation fee will be applicable. Please refer to our website for our refund policy.