

# Other Courses & Activities Offered by KLA

## Craft

Art	O
Art Mixed Media	R
Watercolor, colour Pencil, pen & Ink Drawings	R
Leisure Arts	M
Make Textile Jewellery with Scraps	C
Recycled Jewellery Making	M
Craft	B
Making Bags (For Charity)	C
Charity Group	B
Card Making	M B
Felt Making	C
DIY Felt Toy Food Making	M
Make Loveable Toys with Scraps	C
Knitting Group	C O
Beanie Makers Group	C
Embroidery	R
Hand Sewing	M
Machine Sewing	M
Patchwork	O B
Sit and Sew	B
Crochet	M B
Upcycling Pallets (For Charity)	C
Upcycle Crafters	C
The Knox Repair Café	C
Alcohol Ink Painting on Glass	R
Floral Art	M R
DIY Kokedama	M
Cake Decorating	R
Wire and Plaster Models	R
Mosaics	O
Soapmaking	M
Basket Weaving	B M
Macrame	M
Leadlighting & Copperfoil	M
Making Wax Cloth to Replace Plastic in Your Home	C

## Fitness & Wellbeing

Tai Chi	M O R
Yoga	B O
Intro to Setting Personal Goals	C
Meditation	B O R
Belly Dancing	R
Latin Dancing	O
Bollywood Dancing	O

Hip Hop for Mums	R
Fitness for Over 40's	O
Gentle Exercise for Over 55's	M
Women On The Move 75+	M
Walking Group	O C B

## Garden & Outdoors

Growing & Propagating Food	C
What Do I Need to Know About Keeping Bees with Practical Demo	C
Beekeeping Club	C
Gardening Club	C

## Food & Cooking

Cooking Workshops	C O R
Intro to Food Prep & Service	C

## Language

French	M R
Italian	O M
Korean	M
Spanish	R M
Mandarin	R M
German	M
Indonesian	M

## Music & Singing

Free Your Voice Singing	B
Guitar Lessons	R
Singularity Choir	C
Didgeridoo Lessons	B

## Workshops

Advanced Care Planning	R
Intro to Front of House & Customer Service	C
Making a Great Impression	C
Learn How to Hem Using a Sewing Machine	C
World Cafe for Women	C

## Children's Activities

Art (5-7y/o)	R
Drawing & Painting (8-12y/o)	R
Teen Drawing & Painting	R
Junior Chefs (8-12y/o)	R
Early Childhood Dance Program	R
Preschool Music & Dance	R
Singing for Children	R
Guitar Lessons	R
Hip Hop (Toddlers & Children)	R
The Lab	C

Computer Programming for Young Makers	R
Kidzfun & Occasional Care	C

## Social Groups

Men's Chat Group	O
New Life for Me - Women's Support Group	O
Bounce Back	O
Social Chat Group	O
Social Friendship Group	M
Share connect grow group	C
Knit and Chat	R
Coffee & Chat	R
Movie Club	R
Social Circle 55+	R
Friday Afternoon Social	B

## Family Activities

Family Billy Cart Making Workshops	C
Family Easter Egg Hunt & Knox Rocks Painting Session & Rock Drop	C
Playgroup	C

## Other

Be Connected - Internet Training & Support for Seniors	C
Crafty Ladies	M
Mountain Treasures Craft Group	M
Op Shop Tour for Upcyclers	C
Theatre Night	B
Family School Holiday Activities	C
Community Lunch	B C
Hearing tests	C
Give or Take Day	C

## Professional Development

Family violence training for front line community workers	C
Early Childhood Education & Care Expo	C

## Accredited Training

Responsible Service of Alcohol	R
Food safety	R C
Certificate III in Education Support	R
Diploma of Community Development CHC52115	C
Certificate III Early Childhood Education & Care CHC30113	C
Diploma Early Childhood Education & Care for those with existing Cert III CHC50113	C
Advanced Diploma Community Sector Management CHC62015	C

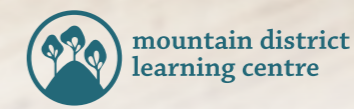


# COURSES IN KNOX

## January to April 2019



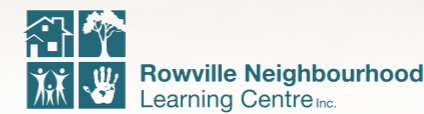
22 Willow Rd, Upper Ferntree Gully  
(03) 9758 7081 | www.coonarahouse.org.au



13-15 The Avenue, Ferntree Gully  
(03) 9758 7859 | www.mdlc.com.au



62 Coleman Rd, Wantirna South  
(03) 9801 1895 | www.orananh.org.au



40 Fulham Rd, Rowville  
(03) 9764 1166 | www.rowvillenc.org.au



1221 Mountain Highway, The Basin  
(03) 9761 0209 | www.thebasincommunityhouse.org.au

Legend: C Coonara Community House | M Mountain District Learning Centre | O Orana Neighbourhood House  
R Rowville Neighbourhood Learning Centre | B The Basin Community House

Refer to cover for legend

# Knox Learning Alliance Learn Local Courses

The Knox Learning Alliance (KLA) is a federation partnership of the five Neighbourhood House Learn Locals in Knox. Its objective is to provide the community with a comprehensive offering of affordable, entry level training programs that provide pathways to employment and/or further education and training.

## Other training offered at KLA venues

Accredited training including; first aid, food safety, RSA, Early Childhood Education & Care, White card, VCAL programs from year 10-12, VCE for adults, and Transition education.

## Fees

Learn Local courses are generously subsidised by the Victoria State Government. Funded places are available to those who are Australian citizens or hold permanent residency. Those not eligible for funding may still enrol but will need to pay a higher fee. Participants will be asked to provide proof of eligibility upon enrolment. Concession fees are also available to eligible pension and concession card holders. The fees include \$30 tuition, \$10 amenities and \$10 materials (unless otherwise stated) and manuals where applicable.

## How to enrol

Online via each venue's online shop on their website. Over the phone using your credit/debit card. In person at the venue.

## Acknowledgements

We gratefully acknowledge the support of these funding bodies and peak organisations:



## SwinLocal Courses

Swinlocal is a partnership between the KLA and Swinburne University VET to provide pathways courses into TAFE qualifications. All courses include some training onsite at TAFE.



Computer & Technology	
<b>Very Basic Computers</b> Wednesdays 6th Feb to 26th Jun 12:30pm – 2:30pm \$100 (19 weeks)	M
<b>Basic Computers</b> Mondays 4th Feb to 1st Apr 12:30pm – 3:00pm \$50 (no class on 11th March)	O
<b>Basic Computers</b> Mondays 4th Feb to 9th Dec 12:30pm – 2:30pm \$5 (pay as you go)	M
<b>Beginners Computers – Club</b> Fridays 8th Feb to 29th Mar 9:30am – 12:00pm \$50	B
<b>Beginners Computers</b> Wednesdays 6th Feb to 27th Mar 12:30pm – 3:00pm \$50	B
<b>Computers for Beginners</b> Thursdays 14th Feb – 4th Apr 9:30am – 12:00pm \$50	R
<b>Computer Club – Learn to use your device with other beginners</b> Tuesdays 19th Feb to 23rd Apr 9:30am – 11:30am \$50 (BYO device or use ours)	C
<b>Beginners BYO Laptop (Level 1)</b> Tuesdays 5th Feb to 25th Jun 10:00am – 12:00pm \$100 (19 weeks)	M
<b>Basic Computers and BYO Laptops (Level 2)</b> Tuesdays 5th Feb to 25th Jun 12:30pm – 2:30pm \$100 (19 weeks)	M
<b>Novice to the Next Step – Computers</b> Mondays 4th Feb to 24th Jun 9:30am – 11:30am \$100 (16 weeks)	M
<b>Computer Next Step – Brushing up on your MS Office Skills</b> Fridays 8th Feb to 5th Apr 12:30pm – 3:00pm \$50	C
<b>Introduction to Excel</b> Tuesdays 26th Feb – 26th Mar 9:30am – 2:30pm \$73.50 (no class on 5th March) (includes manual)	R
<b>Excel</b> Mondays 11th Feb to 8th Apr 7:00pm – 9:30pm \$80 (no class on 11th March) (includes manual)	M
<b>Intermediate Excel</b> Thursdays 14th Feb to 4th Apr 7:00pm – 9:30pm \$80 (includes manual)	M
<b>Beyond Basics Word, Excel &amp; PowerPoint</b> Thursdays 14th Feb – 4th Apr 12:30pm – 3:00pm \$50	R
<b>iPads, Tablets and More</b> Wednesdays 6th Feb to 27th Mar 9:30am – 12:00pm \$50	B

<b>Introducing iPad/Tablets - Getting to know your device</b> Fridays 8th Feb – 8th Mar 9:30am – 12:30pm \$45	R
<b>Basic iPad &amp; Tablet Technology</b> Tuesdays 5th Feb to 26th Mar 9:30am – 12:00pm \$50	O
<b>iPads &amp; Tablets – The Next Level</b> Tuesdays 5th Feb to 26th Mar 12:30pm – 3:00pm \$50	O
<b>Digital Media</b> Fridays 8th Feb to 29th Mar 12:30pm – 3:00pm \$50	B
<b>Social Media for Beginners</b> Fridays 8th Feb to 5th Apr 9:30am – 12:00pm \$50	C
<b>Computers for Work – IT Taster</b> Tuesdays 5th Feb to 26th Mar 7:00pm – 9:30pm \$50	B
<b>Update your skills to return to workforce – Refresh &amp; Learn Computers</b> Mondays 11th Feb to 1st Apr 9:15am – 12:15pm \$50 (no class on 11th March)	R
<b>Update your skills to return to workforce – Word &amp; Excel</b> Mondays 11th Feb to 1st Apr 12:30pm – 3:30pm \$50 (no class on 11th March)	R
<b>Open Class Room – IT Support</b> Mondays 4th Feb to 1st Apr 9:30am – 11:00am Free (no class on 11th March)	B
Career Skills	
<b>Improve your Resilience in Life and at Work</b> Tuesdays 12th Mar – 26th Mar 9:30am – 2:30pm \$30	R
<b>Personal and Professional Resilience for Creatives</b> Wednesdays 13th Feb to 10th Apr 9:30am – 12:30pm \$80	C
<b>The Job Club – Job Searching Skills for Learners with a Disability</b> Tuesdays 19th Mar to 21st May 1:00pm – 3:30pm \$40	C
Industry Preparation	
<b>Introduction to Digital SLR Camera</b> Mondays 4th Feb to 18th Mar 7:30pm – 9:30pm \$40 (no class on 11th March)	R
<b>Digital Photography – Part 2 Club</b> Mondays 11th Feb to 25th Mar 7:00pm – 9:30pm \$100 (no class on 11th March)	B
<b>Digital Photography – Part 2</b> Wednesdays 6th Feb to 27th Mar 7:00pm – 9:30pm \$50	B

<b>Intro to Professional Creative Writing</b> Thursdays 14th Feb to 18th Apr 6:30pm – 9:00pm \$50	C
<b>Upcycling and Repurposing Furniture – Working with Tools</b> Thursdays 14th Feb to 18th Apr 9:30am – 1:00pm \$50	C
<b>Working with Tools – Household Maintenance for Women</b> Thursdays 28th Feb to 4th Apr 9:30am – 12:30pm \$50	C
<b>Sewing Skills for the Beginner – Construct a Simple Garment</b> Thursdays 14th Feb to 4th Apr 6:30pm – 9:00pm \$60	C
<b>Upcycling Textiles – Remaking and Mending Garments</b> Mondays 11th Feb to 29th Apr 9:30pm – 1:00pm \$50 (no classes on public holidays)	C
<b>Making a Difference – An Introduction to Community Development</b> Tuesdays 12th February to 2nd April 9:45am – 12:15pm \$50	C
<b>Garden Basics</b> Mondays 4th Feb to 24th Jun 9:30am – 12:00pm \$50 (no class on 11th March, 8th, 15th & 22nd April & 10th June)	O
<b>Inspiring Gardens – Intro to Landscaping and Horticulture</b> Visiting local and metro gardens to learn the basics of design and planting. Thursdays 28th Feb to 4th Apr 9:30am – 1:30pm \$50	C
<b>Therapeutic Gardening</b> Wednesdays 30th Jan to 3rd Apr 10:00am – 12:30pm \$50 (no class on 13th February)	O
<b>Kitchens of the World</b> Fridays 1st Feb to 28th Jun 9:30am – 12:30pm 1:00pm – 4:00pm \$60 (no class on 12th & 19th April)	O
<b>Responsible Service Alcohol</b> Tuesday 19th Feb, 6:00pm – 10:00pm or Saturday 16th Mar, 9:00am – 1:00pm \$60	M
Personal Development	
<b>Personal Action Planning for Wellbeing – Finding Work/Life balance</b> Fridays 8th Feb to 26th Apr 11:00am – 12:30pm \$50 (no classes on public holidays)	C
<b>Jump Start – Playgroup for Parents and Children</b> Wednesdays 13th Feb to 3rd Apr 9:30am – 11:30am \$20 per family	C
Workshops	
<b>Starting your Business: How to turn your idea into a Business</b> Monday 25th Feb 9:00am – 12:30pm \$20	R

<b>Taking your Business Online</b> Wednesday 20th Mar 6:30pm – 8:30pm \$20	R
<b>Tax Essentials for Small Business</b> Monday 11th Feb 9:30am – 11:30am Free	R
<b>Record Keeping Workshop (Not GST Registered)</b> Wednesday 20th Feb 6:00pm – 8:00pm Free	R
<b>Record Keeping Workshop (GST Registered)</b> Tuesday 5th Mar 9:30am – 11:30am Free	R
<b>Employer Essentials for Small Business</b> Monday 25th Mar 6:00pm – 8:00pm Free	R
Business & Administration	
<b>Urban Farming</b> Grow and make your own food, explore the potential for your own microbusiness. 4th Wednesday of month, commencing 27th Mar, ending 27th Nov, plus two full Saturdays in Sept & Oct 6:30pm – 9:30pm \$80	C
<b>Bookkeeping</b> Tuesdays 12th Feb to 2nd Apr 7:00pm – 9:30pm \$90 (includes manual) or Thursdays 14th Feb to 4th Apr 9:30am – 12:00pm \$90 (includes manual)	M
<b>MYOB</b> Saturdays 9th Feb to 30th Mar 9:30am – 12:00pm \$95 (includes manual) or Thursdays 14th Feb to 4th Apr 12:30pm – 3:00pm \$95 (includes manual)	M
<b>MYOB with Payroll</b> Mondays 11th Feb to 25th Mar 9:30am – 2:30pm \$137 (no class on 11th March) (includes manuals, (Payroll and MYOB) & software) or Tuesdays 12th Feb to 2nd Apr 6:00pm – 9:00pm \$137 (includes manuals, (Payroll and MYOB) & software)	R
<b>Beginners XERO</b> Tuesdays 12th Feb to 2nd Apr 7:00pm – 9:30pm \$50	M
<b>XERO</b> Mondays 4th Feb to 1st Apr 6:30pm – 9:00pm \$40 (no class on 11th March)	R
<b>Short Course in Office Administration</b> Wednesdays 13th Feb to 6th Mar 9:30am – 2:30pm \$45	R

<b>Introduction to Business Administration</b> Mondays 11th Feb to 8th Apr 9:30am – 3:00pm \$80	M
<b>Introduction to Medical Reception Incl. Pracsoft Computing Software</b> Tuesdays 19th Feb – 26th Mar 9:30am – 2:30pm \$117 (includes manual)	R
<b>Establish &amp; Maintaining your Small Business</b> Saturdays 16th Mar to 30th Mar 9:30am – 3:30pm \$35	R
<b>Social Media Marketing</b> Wednesdays 13th Feb to 20th Mar 6:00pm – 9:00pm \$35	R
<b>Facebook for Business</b> Saturdays 16th Feb to 2nd Mar 9:30am – 1:30pm \$35	R
<b>Beyond Basics - Administering &amp; Maintaining your WordPress Site</b> Thursdays 7th Feb – 14th Mar 6:00pm – 9:00pm \$50	R
<b>Event Management</b> Mondays (register your interest) 6:00pm – 9:00pm \$35	R
<b>Professional Resume &amp; Career Search</b> Wednesdays 13th Mar – 3rd Apr 9:30am – 2:30pm \$35	R
Adult Literacy	
<b>Read Write Now</b> Wednesdays 6th Feb to 26th Jun 6:30 – 9:00pm \$100 (19 weeks)	M
<b>Basic computer literacy</b> Wednesdays 6th Feb to 26th Jun 6:30 – 9:00pm \$100 (19 weeks)	M
<b>Creative Writing</b> Thursdays 7th Feb to 28th Mar 12:30pm – 3:00pm \$50	M
<b>International Women's Group - English Conversation and Social Activities</b> Tuesdays 12th Feb to 16th Apr 1:00pm – 3:30pm \$50	C
<b>Make Friends and Good Food in the Kitchen</b> Practice English and cook a community lunch to share each week. Wednesdays 13th Feb to 3rd Apr 10:00am – 1:00pm \$50	C
Youth Pathways	
<b>License to Learn</b> All about driving and getting your learners permit. Wednesdays 6th Mar to 27th Mar 6:00pm – 8:00pm \$99 (at Boronia Library)	M

Refer to cover for legend