



# Functional Skills ICT Revision Timetable

January Early Entry



**Max 25 per group you must sign up for these revision classes**

	<b>Mon 18<sup>th</sup> 3.20pm – 4.20pm</b>	<b>Tues 19<sup>th</sup> 3.20pm – 4.20pm</b>	<b>Wed 20<sup>th</sup> 3.20pm – 4.20pm</b>	<b>Thurs 21<sup>st</sup> 3.20pm – 4.20pm</b>
<b>Miss Noble C1</b>	Word Processing Skills	Word Processing Skills	Word Processing Skills	Word Processing Skills
<b>Mr Ho C3</b>	Database Skills	Database Skills	Database Skills	Database Skills
<b>Miss Craven C4</b>		Spreadsheet Skills	Spreadsheet Skills	Spreadsheet Skills
<b>Mr Fenwick C6</b>		Desktop Publishing Skills	Desktop Publishing Skills	
<b>Mrs Dixon C5</b>	Spreadsheet Skills		Desktop Publishing Skills	

It is expected that students will sign up for one revision session in each functional area. Please see the relevant member of staff to sign up for a class. First come first served.