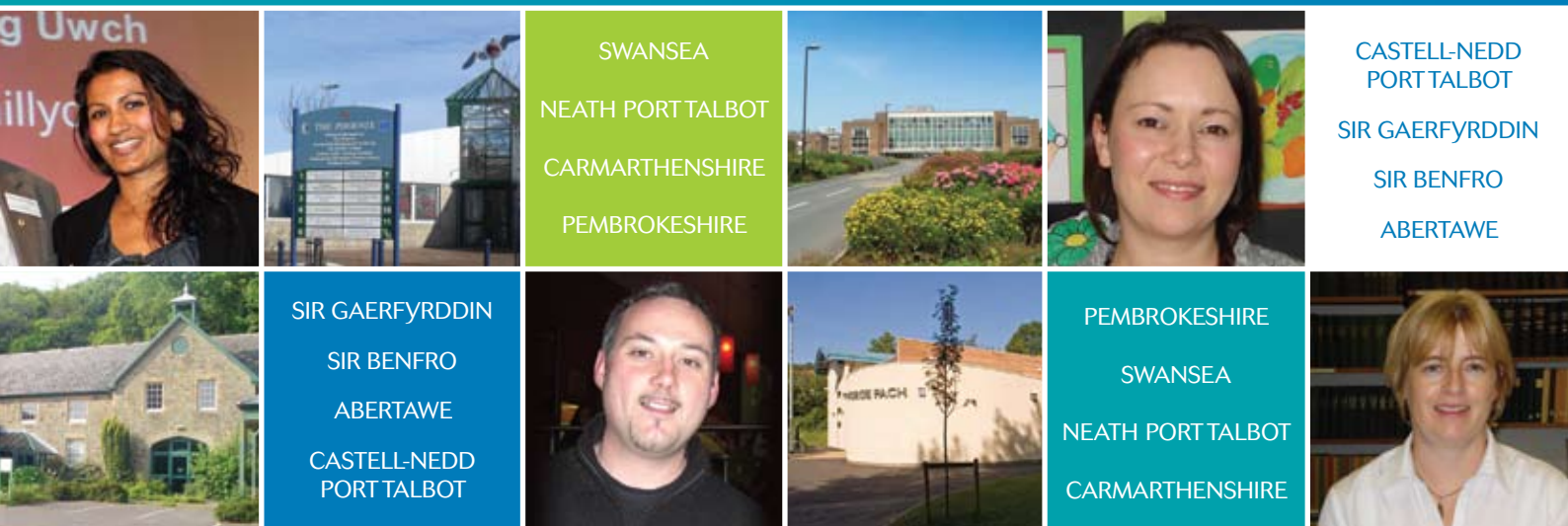




Part-time courses for adults, in your community and on campus

September 2013 - August 2014

Courses start throughout the year



Cyrsgiau rhan-amser i oedolion, yn eich cymuned ac ar y campws

Mis Medi 2013 - Mis Awst 2014

Cyrsgiau'n dechrau drwy gydol y flwyddyn

01792 602211 | adult.education@swansea.ac.uk | www.swansea.ac.uk/dace



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twitter.com/DACE_SwanseaUni

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Disclaimer: We have endeavoured to ensure that the information contained within this brochure is accurate at the time of production. DACE reserves the right to alter or cancel course where circumstances demand. Times and locations may vary and can be subject to change. Any information you provide to DACE will be treated in accordance with the Data Protection Act.

If you would like this brochure in an alternative format, please contact us.

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Ymwadiad: Rydyn wedi ymdrechu i ofalu bod y wybodaeth yn y llyfryn hwn yn gywir ar adeg yr argraffu. Mae gan AABO yr hawl i newid neu ganslo cwrs lle bo amgylchiadau'n mynnu. Gall amseroedd a lleoliadau amrywio a gallanti newid. Caiff unrhyw wybodaeth a roddwch i AABO ei thrin yn unol ag egwyddorion y Ddeddf Diogelu Data.

Os hoffech gael y llyfryn hwn mewn fformat amgen, cysylltwch â ni.



Welcome to the Department of Adult Continuing Education (DACE)

Thank you for your interest in studying with DACE.

DACE offers you a wide range of part-time courses starting throughout the year at a variety of levels. All of our courses are part-time and most are open to anyone without existing qualifications. The wide geographical spread of course locations reflects our commitment to widen access to Higher Education through adult education and provide new learning opportunities across the south west Wales region. Courses are held in the day or evening so if you want to work towards a qualification or discover more about a subject you are interested in, there is plenty to choose from.

We do not want fees to be a barrier and so with the support of the Higher Education Funding Council for Wales and the Money Advice and Support Office at Swansea University we are able to offer financial assistance schemes available to eligible students that will help fund your studies.

We also provide an advice and guidance service to help you make the right choice of study and provide support and advice in relation to employment opportunities.

If you have not tried one of our courses before then now is a good time to join the many people who learn with us every year.

Professor Colin Trotman

Director of Adult Continuing Education



Croeso i'r Adran Addysg Barhaus Oedolion (AABO)

Diolch am eich diddordeb mewn astudio gydag AABO.

Mae AABO yn cynnig ystod eang o gyrsiau rhan-amser i chi yn dechrau drwy gydol y flwyddyn ar amrywiaeth o lefelau. Mae ein cyrsiau i gyd yn rhan-amser ac yn agored i bawb, heb ofyn am gymwysterau blaenorol. Mae lleoliadau daearyddol eang y cyrsiau yn adlewyrchu ein hymrwymiad i ehangu mynediad i Addysg Uwch drwy addysg oedolion, ac i ddarparu cyfleoedd dysgu newydd ar draws rhanbarth de-orllewin Cymru. Cynhelir ein cyrsiau yn ystod y dydd neu gyda'r nos, felly os ydych am weithio tuag at gymhwyster neu ddod i wybod mwy am bwnc sydd o ddiddordeb i chi, mae digon o ddewis ar gael.

Dydyn ni ddim am i ffioedd fod yn rhwystr rhag astudio ac felly gyda chefnogaeth Cyngor Cyllido Addysg Uwch Cymru a'r Swyddfa Cyngor a Chymorth Ariannol ym Mhrifysgol Abertawe gallwn gynnig cynlluniau cymorth ariannol i fyfyrwyr cymwys a fydd yn eich helpu i ariannu eich astudiaethau.

Rydym hefyd yn cynnig gwasanaeth cyngor ac arweiniad i helpu myfyrwyr dewis y cwrs iawn ac i ddarparu cymorth a chngor o ran cyfleoedd cyflogaeth.

Os nad ydych wedi rhoi cynnig ar un o'n cyrsiau o'r blaen, yna nawr yw'r amser i ymuno â'r lluoedd o bobl sy'n dysgu gyda ni bob blwyddyn.

Yr Athro Colin Trotman

Cyfarwyddwr yr Adran Addysg Barhaus Oedolion

How to book a place on a course

1. Look through the course information to identify courses of interest to you.
2. Check your fee category and eligibility for financial assistance - details are on page 7.
3. Complete the booking form at the back of this brochure and return it to us.
4. Remember to:

Indicate your preferred method of payment - we recommend paying by debit card as any refunds can be processed without delay.

Include evidence of receipt of means tested benefit if you are applying for Passport to Study Fee category.

Include a copy of your Passport and Visa and ID card (if available) if you are of non UK/EEA nationality.

Let us know if you have additional support needs as a result of a disability, medical condition or specific learning difficulty and require support.

Contact us if you want to check your fee category or apply for financial assistance or payment by instalment.

? Can I book a place online or via the telephone?

Unfortunately we are unable to offer an online or telephone booking system. However, there is a Word version of the booking form on our website www.swansea.ac.uk/dace/howtoapply which you can download and email to us. Remember, if you are applying for Passport to Study Fees or are a non UK/EEA national, you will also need to provide evidence of receipt of means tested benefit and/or a copy of your Passport and Visa and ID card as applicable.

? What happens next?

On receipt of your booking form, payment and supporting documentation we will write to you to confirm that a place has been booked for you and - if requested - send you financial support application forms and telephone you to take your card payment. If any of the course details have changed since production of this brochure you will be notified, otherwise attend at the date, time and location specified.

Enrolment takes place in your first class where you will be asked to complete a full Swansea University enrolment form. This information will form the basis of your student record and all enrolments are subject to the terms and conditions of Swansea University.

? Can I attend without having booked a place?

Yes, but before you do, contact us to check that there is space on the course and that it is running at the specified date, time and location as these details can change at short notice. Priority will be given to those who have pre-booked and paid for the class. For students with additional support needs it might not be possible to arrange these at short notice and you might have to defer your place.

Course fees and financial assistance

Details of fees are with the course information and what you pay depends on your circumstances. If fees are not paid, the University will take steps to recover the outstanding amount, which may lead to debt recovery action. If you choose to withdraw from a course, you may

still be liable for the costs. There is a separate fee structure for those who do not permanently live in the UK or an EEA country. From August 2013, all prices are per course or module including Passport to Study fees.

Pathways Programme Courses (course ID starting OP)

Passport to Study (pts) is intended for those with very low incomes and in receipt of means tested benefit to supplement this. **Evidence of receipt of pension credits or other benefit must be provided.**

Individuals are eligible if they are:

- Retired and in receipt of pension credits.
- Unemployed and/or unwaged and in receipt of one or more of the following means tested benefits - income support, housing benefit, council tax benefit, jobseekers allowance or universal credit. No other benefit is eligible for this fee.

Jobcentre Plus Scheme. If you are referred on to a DACE course by your Jobcentre Plus adviser, the fees will be paid by the Job Centre. Contact the JCP for details and an application form.

Concessionary Fee (c) is paid by:

- Individuals working less than 16 hours per week (including self-employed).
- All retired individuals receiving state and/or private pension but not in receipt of pension credits.
- Anyone who is unwaged or unemployed but not in receipt of one or more of the benefits listed above.

Full Fee (f) is paid by:

- Individuals who work more than 16 hours per week (including self-employed).

HE Accredited Modules (course ID starting DA)

If you are new to Higher Education or upgrading your qualifications, you may be entitled to financial assistance towards the cost of your module - see Financial Assistance Schemes below.

Concessionary Fee (c) is paid by:

- Individuals working less than 16 hours per week (including self-employed).
- All retired individuals.
- Anyone who is unwaged or unemployed.

Full Fee (f) is paid by:

- Individuals who work more than 16 hours per week (including self-employed).
- Individuals repeating a module.

Cost Recovery Courses (course ID starting AD)

These are priced as per the brochure; concessions or financial assistance are not available.



Is there any help to pay course fees?

Several schemes are available to help fund your studies and brief details are given below. Full terms and conditions are on our website www.swansea.ac.uk/dace. Contact us to check your eligibility or request an application form.

Fee Waiver

You must be new to Higher Education (HE), do not have qualifications higher than a HNC/HND or other undergraduate credit-bearing HE award (unless you are upgrading your qualification) and meet at least one of the conditions below:

- Your family is in receipt of Universal Credit or Income Support or income based Jobseekers Allowance or Housing Benefit or Pension Credit or Council Tax Reduction or Working Tax Credits.
- You are in receipt of Employment and Support Allowance or Personal Independent Payment or Severe Disablement Allowance or Disability Living Allowance or Attendance Allowance or Incapacity Benefit or Carer's Allowance.
- You are a registered job seeker, and have been so for a continuous period of no less than six weeks prior to the date of application for fee waiver.
- Your sole family income is through Department for Work and Pensions benefits.

You must provide DACE with official documentary evidence of your entitlement on application for example a letter from Jobcentre Plus confirming your name, address and benefit entitlement.

Please note Should your circumstances change and you are no longer entitled to a fee waiver, you should advise DACE whereupon the remaining proportion of the tuition fee may be payable. Fees may be waived to the full cost of the module, or a maximum of £1200 per student, whichever is the lower amount. Students can claim up to a maximum of 360 credits from the fund during their studies, which may be spread across several academic years. Funding is not available for assessment or examination costs or to repeat modules under any circumstances. Students should be Welsh domiciled.

The conditions of this scheme are subject to change without notice.

Taster Modules Funding via Financial Contingency Fund - Non Means-Tested

The Taster Modules funding is not means tested and is operated in conjunction with the Money Advice and Support Office at Swansea University and is intended for students studying for between 12-59 credits. At time of print, full details are not available from the Welsh Government; please contact us for more information if you are interested in applying.

Local Education Authority Grant

Part-time students signed up for at least 50% of an equivalent full-time course (this usually means HE Certificate or HE Diploma) may be entitled to receive a Fee Grant. Applications for funding are made through your Local Education Authority. Check the Student Finance Wales website www.studentfinancewales.co.uk for further information.

Financial Contingency Fund

The Financial Contingency Fund is operated in conjunction with the Money Advice and Support Office at Swansea University and is intended for students studying for at least

60 credits. At time of print, full details are not available from the Welsh Government; please contact us for more information if you are interested in applying.

DACE Hardship Bursary

This is a maximum of £100 per student, per academic year and covers up to 50% of the fee.

Payment by Instalments

You are able to pay for courses of 20 weeks and over in two instalments; half the course fees at the start of the course and the remainder at 10 weeks. Contact us before the course starts to arrange this.

How to pay

Payment can be made by debit/credit card, cash or cheque. We recommend payment using a debit card as refunds (if required) can be processed straight away. Please note, refunds for cash or cheque payments can take

around six weeks to be processed by the University Finance Section. All credit card payments have a non-refundable 1.5% handling charge added.

Repeating a course or module

If you want to repeat a module for which you have already received credits, you will be required to pay the full fee; no

concessions or financial assistance are available.

Course cancellations and refunds

Each course requires sufficient students for it to be viable to run. If student numbers are low the tutor will discuss whether the course is likely to run within the first two weeks. DACE

will refund payments for classes that have to be cancelled. If you would like to transfer to another course, contact us to let us know.

Student withdrawals and refunds

If you choose to withdraw from a course and/or would like to transfer to another course or request a refund, contact us as soon as possible to let us know. Refunds are at the discretion of the Department and where granted will be

pro-rata to the sessions attended. Please note there will be a £10 cancellation fee to cover administration costs. Passport to Study fees are non-refundable.

Information for Nationals of non UK/EEA countries

All students who are not citizens or a national of an EEA country and Switzerland who want to study with DACE must attach a copy of a current passport and visa and if you have one a UK identity card to your booking or enrolment form. Your visa (entry clearance) to study should cover the full length of your course and give you time to receive your

results. If you are unable to provide valid documents this will prevent you enrolling on a course or module.

If your country of permanent residence is outside the UK/EEA a separate fee structure will apply. Please contact us for more information before enrolling on a course.

Information for refugees and asylum seekers

The fee structure and financial assistance options for refugees are the same as for UK/EEA nationals.

Asylum Seekers are not liable for fees but evidence is

required to confirm asylum seeker status and must be provided with a booking or enrolment form. If you are unable to provide valid documents this will prevent you enrolling on a course or module.

Information for those with unspent criminal convictions

If you have declared that you have an unspent criminal conviction, you will be asked to complete a Conviction Form requesting information about the nature of the conviction/caution which will be considered by the University who will decide whether or not your application can proceed. Criminal records will be taken into account only when the conviction is relevant.

Unfortunately, it may not be possible to confirm your place at DACE if it is felt that your conviction would compromise the University's duty of care to other students and staff.

If you are convicted of a relevant criminal offence after you have started a course, you must inform us immediately.

Advice and Guidance

Free, impartial and confidential course and career advice and guidance are available throughout the year. If you

would like to talk through your ideas and options, contact us to make an appointment.

Academic Study Support - help is available

At DACE we recognise that adult students come from all walks of life and that they need to have flexibility in the way that they study. Whatever your individual situation - whether you are keen to update your writing skills or want to develop new learning strategies to support your studies, we have something to offer you.

a student on campus or in the community there are a wide variety of learning resources to help students make the most of their learning experience, from study skills workshops, one-to-one support sessions to online resources such as the Assignment Survival Kit (ASK at www.swansea.ac.uk/iss/libraries)

New students often require support and encouragement before embarking upon Higher Education. Whether you are

Students with Disabilities, Medical Conditions or Specific Learning Difficulties

If you have a disability, medical condition or specific learning difficulty, the University's Disability Office will work with you and DACE to advise on any support-related issues. As it can take considerable time to put support

arrangements in place, please let us know at the earliest opportunity so that the Disability Office can contact you to discuss your support needs. Information can be found on their website at www.swansea.ac.uk/disability-office

Swansea University Wellbeing Services

The Wellbeing Unit offers free, confidential service to those who find that they are unable to study effectively or

enjoy their life at University. For more information visit their website www.swansea.ac.uk/wellbeing

Library and Information Services

Your first contact for library and information support is the South Wales Miners' Library (SWML), located on the Hendrefoelan Campus. The library provides support for all students enrolled on DACE courses whatever you are

studying or wherever you are being taught. Students can also use the Library and Information Centre on the main University campus.

Health and Safety

The health and safety of our students and staff is of paramount importance and we welcome feedback on

course locations.

Credits and level of study

Credits are nationally recognised and can be used towards HE qualifications such as Certificate, Diploma or Degree. HE Accredited courses i.e. those that start with DA have a certain number of credits attached to them usually 10 or 20 and are at differing levels of study:

- Level 0 courses are at pre-university standard (CQFW level 3);
- Level 1 courses are equivalent to the standard taught at the first year of a degree (CQFW level 4);
- Level 2 courses are equivalent to the standard taught at the second year of a degree (CQFW level 5).

CQFW refers to the Credit and Qualifications Framework for Wales, a framework that enables recognition and comparison of achievements from all types of education and training activity.

If you successfully undertake assessment, you will be awarded credits to confirm your achievement. As you progress you can gain the following awards:

- With 120 credits at Level 0 within one subject area, you are eligible for a **Foundation Certificate**;
- With 120 credits at Level 1, you will be awarded a **Certificate of Higher Education**;

- With 120 credits at Level 2, you will be awarded the **Diploma of Higher Education** (you will need to already have a Certificate of HE or equivalent).

When you achieve credits, Swansea University recognises that you have successfully completed a course of study and HEFCW (Higher Education Funding Council for Wales) supports the course financially.

Those who achieve a Swansea University Certificate or Diploma will be invited to attend a graduation ceremony to receive their award. Please note if you want to achieve a Foundation Certificate at Level 0, you need to complete at least 60 credits at Swansea University.

It is possible to use our courses to progress on to an undergraduate programme. They provide recent evidence of your ability to study at degree level, whether or not you have studied at 'A' level in the past. If you wish any modules to be credited towards your degree they will have to match modules within the degree programme. If you are thinking about going on to study an undergraduate degree it is a good idea to speak to one of our Part-time Degree team.

Our Programmes

DACE offers a range of courses and programmes. Contact us for more information on:

- **Community-based Lectures:** Lectures across a broad range of topics which take place at community venues and are intended to give a 'flavour' of a subject area.
- **Pathways and Taster Courses:** These are usually short courses with no formal assessment aimed at introducing students to a range of subjects and encouraging progression to further studies. Subjects can be negotiated and if you are already an established group, we can tailor a course specifically for you.
- **HE Accredited Modules:** Formally assessed, HE credit bearing modules. Credits are nationally recognised qualifications that can be used towards HE qualifications such as Certificate, Diploma or Degree.
- **HE Certificates and Diplomas:** Study a combination of HE accredited modules over a period of two to five years to achieve a Certificate or Diploma of Higher Education.

- **Higher Education Foundation Certificate in Humanities:** The Higher Education (HE) Foundation Certificate in Humanities is aimed at adults who are ready to take the first steps into HE. It is a two-year part-time programme and is designed for those who might want a longer lead into HE study.
- **BA Degree Preparation Programme in Humanities:** A short preparation course for adults who are considering studying for a part-time Degree.
- **BA Part-time Degree Programme in Humanities, History or English:** Study on a part-time basis for a degree in Humanities or History or English at locations across Swansea, Neath Port Talbot, Carmarthenshire and Pembrokeshire.
- **Postgraduate Research:** For those interested in any aspect of lifelong learning.

Sut i archebu lle ar gwrs

1. Darllenwch y wybodaeth am y cyrsiau i weld pa gyrsiau sy'n eich diddori.
2. Gwiriwch eich categori ffioedd a'ch cymhwyster am gymorth ariannol - ceir manylion ar dudalen 12.
3. Cwblhewch y ffurflen cyn-gofrestru yng nghefn y llyfryn hwn a'i dychwelyd atom.
4. Cofiwch eich bod yn:

Nodi'r dull yr hoffech dalu - rydym ni'n awgrymu talu â cherdyn debyd oherwydd gellir prosesu unrhyw ad-daliadau heb oedi.

Cynnwys tystiolaeth o dderbyn Budd-daliad ar sail prawf moddion os ydych yn gwneud cais am y categori ffioedd Pasbort i Astudio.

Cynnwys copi o'ch Pasbort a'ch Fisa a'ch cerdyn adnabod (os ydyw ar gael) os ydyn yn dod o wlad nad ydyw yn y DU/Ardal Economaidd Ewropeaidd.

Rhoi gwybod i ni os oes unrhyw ofynion cymorth ychwanegol gennych o ganlyniad i anabledd, cyflwr meddygol neu anhawster dysgu penodol ac mae angen cymorth arnoch.

Cysylltu â ni os ydych am wirio eich categori ffioedd neu os ydych am wneud cais am gymorth ariannol neu os ydych am dalu trwy randaliadau.

? Ydw i'n gallu cadw llw ar-lein neu dros y ffôn?

Yn anffodus nid ydym yn gallu cynnig system archebu ar-lein neu dros y ffôn. Fodd bynnag, mae fersiwn Word o'r ffurflen archeb ar gael ar ein gwefan www.swansea.ac.uk/dace/howtoapply y gallwch ei lawrlwytho a'i hanfon atom drwy e-bost. Cofiwch, os ydych yn gwneud cais am ffioedd Pasbort i Astudio neu os ydych yn dod o wlad y tu allan i'r DU/Ardal Economaidd Ewropeaidd, bydd angen i chi hefyd ddarparu tystiolaeth o dderbyn budd-daliadau ar sail prawf moddion a/neu gopi o'ch Pasbort a'ch Fisa a'ch cerdyn adnabod fel sy'n berthnasol.

? Beth sy'n digwydd nesaf?

Ar ôl derbyn eich ffurflen archeb, eich taliad a'ch dogfennaeth gefnogol, byddwn yn ysgrifennu atoch i gadarnhau bod lle wedi'i gadw ar eich cyfer ac - os ydych wedi gofyn amdanynt - yn anfon ffurflenni cais cymorth ariannol atoch ac yn eich ffonio i gymryd eich taliad â cherdyn. Os newidiwyd manylion cyrsiau ar ôl argraffu'r llyfryn hwn, byddwn yn rhoi gwybod i chi am hyn, fel arall trowch i fyny ar y dyddiad ac yn y man a nodwyd.

Mae cofrestru'n digwydd yn y dosbarth cyntaf, pan fyddwn yn gofyn i chi lenwi ffurflen gofrestru Prifysgol Abertawe llawn. Bydd y wybodaeth hon yn ffurfio sail eich cofnod myfyriwr ac mae pob ymrestriad yn amodol i delerau ac amodau Prifysgol Abertawe.

? Ydw i'n gallu mynychu heb archebu lle ymlaen llaw?

Ydych, ond cyn i chi wneud hynny, cysylltwch â ni i wneud yn siŵr bod lle ar gael ar y cwrs ai fod yn rhedeg ar y dyddiad, yr amser ac yn y lleoliad a nodwyd gan fod y manylion hyn yn gallu newid ar fyr rybudd. Rhoddir blaenoriaeth i'r rhai hynny sydd wedi archebu a thalu am y dosbarth o flaen llaw. Ar gyfer myfyrwyr sydd â gofynion cymorth ychwanegol efallai na fydd modd trefnu hyn ar fyr rybudd ac mae'n bosib y bydd rhaid i chi oedi eich lle.

Ffioedd cwrs a chymorth ariannol

Rhoddir manylion y ffioedd gyda'r wybodaeth am y cyrsiau ac mae'r hyn yr ydych yn ei dalu'n dibynnu ar eich amgylchiadau. Os na thelir ffioedd, bydd y Brifysgol yn cymryd camau i adennill y swm sy'n ddyledus, a alla arwain at weithredoedd adennill dyled. Os ydych yn penderfynu tynnu'n ôl o gwrs, mae'n bosib y byddwch yn dal i fod yn atebol am y costau. Ceir strwythur ffioedd gwahanol ar gyfer pobl nad ydynt yn byw yn bennaf yn y DU neu mewn gwlad Ardal Economaidd Ewropeaidd. O fis Awst 2013, mae'r holl brisiau fesul cwrs neu fodiwl gan gynnwys ffioedd Pasbort i Astudio.

Cyrsiau Rhaglen Llwybrau (ID cwrs sy'n dechrau OP)

Mae **Pasbort i Astudio** wedi'i fwriadu ar gyfer y rheiny sydd ag incwm isel iawn ac sy'n derbyn budd-daliad ar sail prawf moddion i ychwanegu at hyn. **Rhaid darparu tystiolaeth eich bod yn derbyn credydau pensiwn neu fudd-daliadau eraill.**

Mae unigolion yn gymwys os maent:

- Wedi ymddeol ac yn derbyn credydau pensiwn.
- Yn ddi-waith a/neu yn ddigyflog ac yn derbyn un neu fwy o'r budd-daliadau canlynol ar sail prawf moddion - cymhorthdal incwm, budd-dal tai, budd-dal y dreth gyngor, lwfans ceiswyr gwaith neu gredyd cynhwysol. Nid yw unrhyw fudd-dal arall yn gymwys ar gyfer y ffi hon.

Cynllun y Ganolfan Byd Gwaith. Os cewch eich cyfeirio at gwrs AABO gan eich cynghorydd Canolfan Byd Gwaith, caiff y ffioedd eu talu gan y Ganolfan Byd Gwaith. Cysylltwch â'r Ganolfan Byd Gwaith am fanylion ac am ffurflen gais.

Telir Ffi Gonsesiwn (c) gan:

- Unigolion sy'n gweithio llai na 16 awr yr wythnos (gan gynnwys unigolion hunangyflogedig).
- Pobl sydd wedi ymddeol ac sy'n derbyn pensiwn y wladwriaeth a/neu bensiwn preifat, ond nad ydynt yn derbyn credydau pensiwn.
- Unrhyw un sy'n ddi-waith neu'n ddigyflog, ond sydd ddim yn derbyn unrhyw un o'r budd-daliadau a restrir uchod.

Telir Ffi Lawn (f) gan:

- Unigolion sy'n gweithio mwy na 16 awr yr wythnos (gan gynnwys unigolion hunangyflogedig).

Cyrsiau Addysg Uwch Achrededig (ID cwrs yn dechrau â DA).

Os ydych yn newydd i Addysg Uwch neu'n uwchraddio'ch cymwysterau, mae'n bosib y byddwch yn gymwys i dderbyn cymorth ariannol tuag at gost eich modiwl - gweler Cynlluniau Cymorth Ariannol isod.

Telir Ffi Gonsesiwn (c) gan:

- Unigolion sy'n gweithio llai na 16 awr yr wythnos (gan gynnwys unigolion hunangyflogedig).
- Unigolion sydd wedi ymddeol.
- Unrhyw un sy'n ddi-waith neu'n ddigyflog.

Telir Ffi Lawn (f) gan:

- Unigolion sy'n gweithio mwy na 16 awr yr wythnos (gan gynnwys unigolion hunangyflogedig).
- Unigolion sy'n ail-wneud modiwl.

Mae Cyrsiau Adfer y Gost (ID cwrs yn dechrau â AD).

Mae'r rhain yn cael eu prisio yn unol â'r llyfryn, nid consesiynau neu gymorth ariannol ar gael.



Oes unrhyw gymorth ar gael i dalu ffioedd cwrs?

Mae nifer o gynlluniau ar gael i'ch helpu i ariannu eich astudiaethau a cheir crynodeb o'r manylion isod. Mae'r telerau ac amodau llawn ar ein gwefan www.swansea.ac.uk/dace. Cysylltwch â ni i wirio os ydych yn gymwys neu i ofyn am ffurflen gais.

Hepgoriad Ffioedd

Rhaid eich bod yn newydd i Addysg Uwch, heb gymwysterau uwch na HNC/HND neu unrhyw gymhwyster Addysg Uwch arall sy'n cynnwys credydau (oni bai eich bod yn uwchraddio'ch cymhwyster), ac yn cwrdd ag o leiaf un o'r meini prawf isod:

- Mae'ch teulu'n derbyn Credyd Cynhwysol neu Gymhorthdal Incwm, neu Lwfans Ceiswyr Gwaith ar sail Incwm, neu Fudd-dal Tai, neu Gredyd Pensiwn, neu Gredydau Gostyngiadau'r Dreth Gyngor neu Dreth Gwaith.
- Rydych yn derbyn Lwfans Cyflogaeth a Chymorth neu Daliad Annibyniaeth Bersonol neu Lwfans Anabledl Difrifol neu Lwfans Byw i'r Anabl neu Lwfans Gweini neu Fudd-dal Analluogrwydd neu Lwfans Gofalwr.
- Rydych yn geisiwr gwaith cofrestredig, ac wedi bod am gyfnod parhaus heb fod yn llai na chwe wythnos cyn y dyddiad y gwneir cais ar gyfer hepgoriad ffioedd.
- Eich unig incwm yw'r hyn a dderbynnir trwy fudd-daliadau'r Adran Gwaith a Phensiynau.

Rhaid i chi ddarparu tystiolaeth ddogfennol swyddogol i AABO o'ch hawl wrth gyflwyno cais, er enghraifft llythyr gan y Ganolfan Byd Gwaith yn cadarnhau eich enw, eich cyfeiriad a'ch hawl i fudd-daliadau.

Sylwer Os yw eich amgylchiadau'n newid ac nad ydych yn cymhwyso bellach ar gyfer hepgoriad ffi, dylech gysylltu â AABO, er mwyn talu'r gyfran o'r ffioedd dysgu sy'n weddill. Gellir hepgor ffioedd hyd at gost lawn y modiwl, neu uchafswm o £1200 i bob myfyriwr, pa un bynnag yw'r swm isaf. Gall myfyriwr hawlio hyd at uchafswm o 360 o gredydau o'r gronfa yn ystod eu hastudiaethau, a ellir eu rhannu dros sawl blwyddyn academaidd. Nid oes cyllid ar gael ar gyfer costau asesu neu arholiad nac ar gyfer ail-wneud modiwlau a fethir dan unrhyw amgylchiadau. Dylai fod myfyriwr yn byw yng Nghymru.

Gall amodau'r cynllun hwn newid heb rybudd.

Ariannu Modiwlau Blas trwy'r Gronfa Ariannol Wrth Gefn - Heb Brawf Moddion

Nid yw'r cyllid Modiwlau Blas yn seiliedig ar brawf moddion ac fe'i gweithredir yn unol â'r Swyddfa Cyngor a Chymorth Ariannol ym Mhrifysgol Abertawe. Mae wedi'i fwriadu ar gyfer myfyriwr sy'n astudio rhwng 12-59 o gredydau. Ar yr adeg argraffu, nid oes manylion llawn ar gael gan Lywodraeth Cymru; Cysylltwch â ni am ragor o wybodaeth os oes diddordeb gennych mewn gwneud cais.

Grant Awdurdod Addysg Lleol

Mae'n bosib y bydd myfyriwr rhan-amser sydd wedi ofrestru am o leiaf 50% o gwrs cyfwerth â llawn-amser (fel arfer, mae hyn yn golygu Tystysgrif neu Ddiploma Addysg Uwch) yn gymwys i dderbyn Grant Ffioedd. Cyflwynir ceisiadau am y grant hwn trwy'ch Awdurdod Addysg Lleol. Ewch i wefan Cyllid Myfyriwr Cymru www.studentfinancewales.co.uk am ragor o wybodaeth.

Cronfa Ariannol Wrth Gefn

Gweithredir y Gronfa Ariannol Wrth Gefn ar y cyd â'r Swyddfa Cyngor a Chymorth Ariannol ym Mhrifysgol Abertawe ac mae wedi'i bwriadu ar gyfer myfyriwr sy'n astudio o leiaf 60 credyd. Ar yr adeg argraffu, nid oes manylion llawn ar gael gan Lywodraeth Cymru; Cysylltwch â ni am ragor o wybodaeth os oes diddordeb gennych mewn gwneud cais.

Bwrsariaeth Caledi AABO

Mae hwn yn uchafswm o £100 y myfyriwr, bob blwyddyn academaidd ac yn talu hyd at 50% o'r ffi.

Talu drwy Randaliadau

Mae modd i chi dalu am gyrsiau 20 wythnos a throsodd mewn dau randaliad; hanner y ffioedd cwrs ar ddechrau'r cwrs a'r hyn sy'n weddill ar ôl 10 wythnos. Cysylltwch â ni cyn dechrau'r cwrs i drefnu hyn.

Sut i Dalu

Gallwch dalu drwy ddefnyddio cerdyn debyd/credyd, arian parod neu siec. Rydym yn argymhell defnyddio cerdyn debyd, gan fod modd prosesu ad-daliadau (os oes angen) yn syth. Sylwer, gall gymryd oddeutu chwe wythnos

i Adran Gyllid y Brifysgol brosesu ac ad-dalu ar gyfer taliadau drwy siec neu arian parod. Mae gan bob taliad cerdyn credyd ffi drafod ychwanegol o 1.5% nad yw'n ad-daladwy.

Ailadrodd Cwrs neu Fodiwl

Os ydych am ail-wneud modiwl yr ydych eisoes wedi derbyn credydau amdano, bydd rhaid i chi dalu'r ffi yn

llawn; nid oes ffioedd consesiwn na chymorth ariannol ar gael.

Cyrsiau sy'n cael eu canslo, ac ad-daliadau

Mae angen digon o fyfyrwr ar bob cwrs iddo fod yn ddichonadwy. Os bydd nifer y myfyriwr yn isel, bydd y tiwtor yn trafod a yw'r cwrs yn debyg o barhau o fewn

y pythefnos cyntaf. Bydd AABO yn ad-dalu taliadau am ddosbarthiadau y mae'n rhaid eu canslo. Os hoffech drosglwyddo i gwrs arall, rhwch wybod i ni.

Myfyrwyr sy'n tynnu'n ôl ac ad-daliadau

Os ydych yn dewis tynnu'n ôl o gwrs a/neu yn dymuno trosglwyddo i gwrs arall neu ofyn am ad-daliad, cysylltwch â ni mor fuan â phosibl i roi gwybod i ni. Telir ad-daliadau fel y mae'r Adran yn gweld yn dda a lle y cânt

eu cynnig, byddant ar gyfartaledd i'r sesiynau a fynychir. Sylwer y bydd cost ymadael hefyd o £10 tuag at gostau gweinyddol. Nid yw ffioedd Pasbort i Astudio'n ad-daladwy.

Gwybodaeth i Wladolion o wledydd nad ydynt yn y DU neu'n rhan o'r Ardal Economaidd Ewropeaidd

Rhaid i bob myfyriwr nad ydynt yn ddinasyddion neu'n wladolion o wlad yn yr Ardal Economaidd Ewropeaidd a'r Swistir sydd eisiau astudio ag AABO atodi copi o basbort a fisa cyfredol a Cherdyn Adnabod DU, os oes un gennych, at eich ffurflen archebu neu ymrestru. Dylai eich fisa (caniatâd mynediad) i astudio bara am hyd gyfan eich cwrs a rhoi amser i chi dderbyn eich canlyniadau. Os nad

ydych yn gallu darparu dogfennau dilys bydd hyn yn eich atal rhag cofrestru ar gwrs neu fodiwl.

Os yw'r wlad yr ydych yn byw ynddi'n barhaol y tu allan i'r DU/Ardal Economaidd Ewropeaidd bydd strwythur ffioedd gwahanol yn berthnasol. Cysylltwch â ni am ragor o wybodaeth cyn ymrestru ar gwrs.

Gwybodaeth i ffoaduriaid a cheiswyr lloches

Mae'r strwythur ffioedd a'r dewisiadau cymorth ariannol i ffoaduriaid yr un peth ag ydynt i wladolion y DU/Ardal Economaidd Ewropeaidd.

Nid oes rhaid i Geiswyr Lloches dalu ffioedd ond mae angen tystiolaeth er mwyn cadarnhau statws Ceisiwr

Lloches a rhaid cyflwyno hyn ynghyd â'r ffurflen archebu neu ymrestru. Os nad ydych yn gallu darparu dogfennau dilys bydd hyn yn eich atal rhag cofrestru ar gwrs neu fodiwl.

Euogfarnau troseddol heb eu darfod

Os ydych chi wedi datgelu bod gennych euogfarn droseddol heb ei darfod, gofynnir i chi gwblhau Ffurflen Euogfarn sy'n gofyn am wybodaeth ynghylch natur yr euogfarn/rhybudd. Bydd y Brifysgol yn ystyried y wybodaeth hon cyn penderfynu a ellir parhau gyda'ch cas neu beidio. Bydd cofnodion troseddol dim ond yn cael eu hystyried pan fo'r euogfarn yn berthnasol.

Yn anffodus, efallai na fydd modd cadarnhau'ch lle yn AABO os teimlir y gall eich euogfarn gyfaddawdu dyletswydd y Brifysgol i ofalu am fyfyrwyr eraill a staff. Os cewch eich cyhuddo o dramgwydd troseddol perthnasol ar ôl i chi gychwyn ar eich cwrs, mae'n rhaid i chi roi gwybod i ni ar unwaith.

Cyngor ac Arweiniad

Mae cyngor ac arweiniad diduedd a chyfrinachol, ar gyrsiau ac ar yrfaoedd, ar gael am ddim drwy gydol y

flwyddyn. Os hoffech drafod eich syniadau a'ch opsiynau, cysylltwch â ni i drefnu apwyntiad.

Cymorth Astudio Academaidd - mae cymorth ar gael

Yn AABO rydym yn cydnabod bod myfyrwyr sy'n oedolion yn dod o bob math o gefndiroedd a bod angen hyblygrwydd arnynt yn y ffordd maen nhw'n astudio. Beth bynnag yw'ch sefyllfa unigol - Os ydych yn awyddus i ddiweddarau'ch sgiliau ysgrifennu, neu'n dymuno datblygu strategaethau dysgu newydd i gefnogi'ch astudiaethau - mae gennym rywbeth i'w gynnig i chi.

Yn aml mae angen cymorth ac anogaeth ar fyfyrwyr newydd cyn cychwyn yn y byd Addysg Uwch. Os ydych yn fyfyrwr ar y campws neu yn y gymuned, mae amrywiaeth eang o adnoddau dysgu ar gael i helpu myfyrwyr i fanteisio i'r eithaf ar eu profiad dysgu, o weithdai sgiliau astudio, sesiynau cymorth un i un i adnoddau ar-lein megis y Pecyn Cymorth Goroesi Aseiniadau (ASK yn www.swansea.ac.uk/iss/libraries).

Myfyrwyr ag Anableddau, Cyflyrau Meddygol neu Anghenion Dysgu Penodol

Os oes gennych anabledd, cyflwr meddygol neu anhawster dysgu penodol, bydd Swyddfa Anableddau'r Brifysgol yn gweithio gyda chi ac AABO i'ch cynghori ar unrhyw faterion yn ymwneud â chymorth. Gan y gall gymryd peth amser i wneud trefniadau cymorth, a wnewch chi roi

gwybod i ni mor gynnar â phosib fel y gall y Swyddfa Anableddau gysylltu â chi i drafod eich anghenion cymorth. Gellir dod o hyd i wybodaeth ar eu gwefan yn www.swansea.ac.uk/disability-office

Gwasanaethau Lles Prifysgol Abertawe

Mae'r Uned Lles yn cynnig gwasanaeth cyfrinachol am ddim i bobl sy'n cael trafferth astudio'n effeithiol a

mwynhau eu bywyd yn y Brifysgol. Am ragor o wybodaeth, ewch i'w gwefan www.swansea.ac.uk/wellbeing

Gwasanaethau Llyfrgell a Gwybodaeth

Eich cyswllt cyntaf am gymorth llyfrgell a gwybodaeth yw Llyfrgell Glowyr De Cymru, a leolir ar gampws Hendrefoelan. Mae'r llyfrgell yn darparu cymorth i bob myfyriwr sydd wedi cofrestru ar gwrs AABO, beth bynnag

yr ydych yn astudio a ble bynnag y cewch eich dysgu. Hefyd, caiff myfyrwyr ddefnyddio'r Ganolfan Llyfrgell a Gwybodaeth ar brif gampws y Brifysgol.

Iechyd a Diogelwch

Mae iechyd a diogelwch ein myfyrwyr a'n staff yn bwysig iawn i ni ac rydym yn croesawu adborth ar

leoliadau cyrsiau.

Credydau a lefel yr astudio

Mae'r credydau wedi'u cymeradwyo'n genedlaethol a gellir eu defnyddio tuag at gymwysterau Addysg Uwch megis Tystysgrif, Diploma neu Radd. Mae gan gyrsiau Achrededig Addysg Uwch, h.y. y rhai sy'n cychwyn â DA, nifer penodol o gredydau, fel arfer 10 neu 20, ac maent ar lefelau astudio gwahanol:

- Mae cyrsiau Lefel 0 ar safon cyn y brifysgol (CQFW lefel 3);
- Mae cyrsiau Lefel 1 gyfwerth â'r safon a addysgir ar flwyddyn gyntaf gradd (CQFW lefel 4);
- Mae cyrsiau Lefel 2 gyfwerth â'r safon a addysgir ar ail flwyddyn gradd (CQFW lefel 5).

Mae CQFW yn cyfeirio at Fframwaith Credydau a Chymwysterau Cymru, fframwaith sy'n galluogi cydnabyddiaeth a chymharu cyflawniadau o bob math o weithgarwch addysg a hyfforddiant.

Os ydych chi'n cwblhau asesiad yn llwyddiannus, byddwch yn ennill credydau i gadarnhau eich llwyddiant. Wrth i chi symud ymlaen gallwch ennill y dyfarniadau canlynol:

- Gyda 120 credyd ar Lefel 0 o fewn un maes pwnc, rydych yn gymwys ar gyfer Tystysgrif Sylfaen;
- Gyda 120 credyd ar Lefel 1, dyfernir Tystysgrif Addysg Uwch i chi;

- Gyda 120 credyd ar Lefel 2, dyfernir Diploma Addysg Uwch i chi (rhaid bod gennych Dystysgrif Addysg Uwch neu gyfwerth yn barod).

Wrth i chi ennill credydau, mae Prifysgol Abertawe'n cydnabod eich bod wedi cwblhau cwrs yn llwyddiannus, ac mae CCAUC (Cyngor Cyllido Addysg Uwch Cymru) yn cefnogi'r cwrs yn ariannol.

Caiff y rhai sy'n ennill Tystysgrif neu Ddiploma Prifysgol Abertawe eu gwahodd i seremoni graddio i dderbyn eu dyfarniad. Sylwer, os ydych chi am ennill Tystysgrif Sylfaen ar Lefel 0, bydd rhaid i chi gwblhau o leiaf 60 credyd ym Mhrifysgol Abertawe.

Mae'n bosib defnyddio ein cyrsiau i symud ymlaen i raglen israddedig. Maen nhw'n darparu tystiolaeth ddiweddar o'ch gallu i astudio ar lefel radd, p'un ai ydych wedi astudio ar lefel Safon Uwch yn y gorffennol neu beidio. Os hoffech i unrhyw fodiwlau gael eu credydu tuag at eich gradd bydd rhaid iddynt gyfateb â'r modiwlau o fewn y rhaglen radd. Os ydych yn meddwl am symud ymlaen i astudio ar lefel israddedig mae'n syniad da siarad ag un o'n fîm Graddau Rhan-amser.

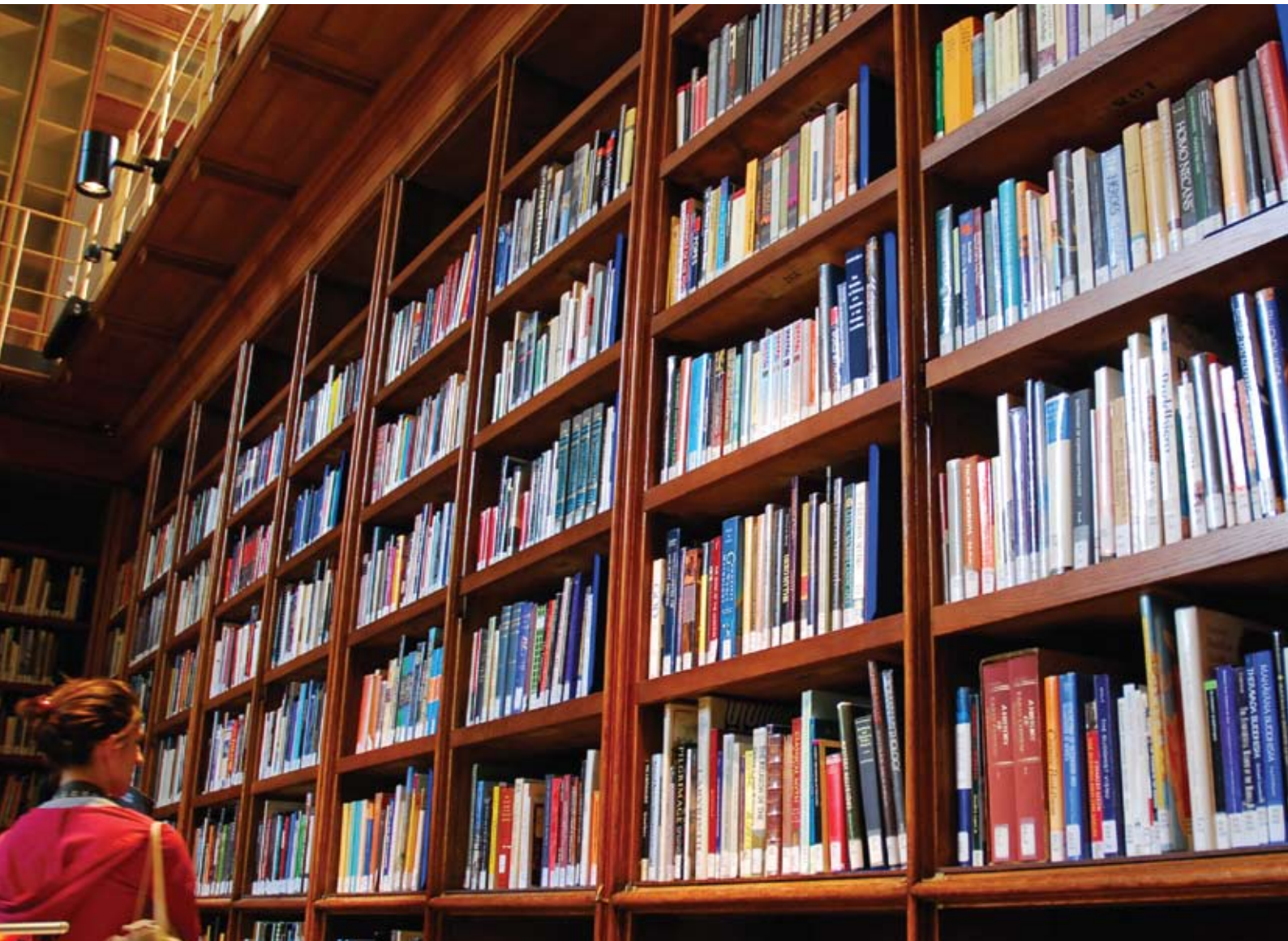
Ein Rhaglenni

Mae AABO yn cynnig ystod eang o gyrsiau a rhaglenni. Cysylltwch â ni am ragor o wybodaeth am:

- **Ddarlithoedd yn y Gymuned:** Darlithoedd yn ymdrin ag ystod eang o bynciau, sy'n digwydd mewn lleoliadau yn y gymuned ac sydd wedi'u bwriadu i gynnig 'blas' ar feysydd pwnc
- **Cyrsiau Llwybrau a Chyrsiau Blas:** Mae'r rhain fel arfer yn gyrsiau byr heb asesiadau ffurfiol wedi'u bwriadu i gyflwyno myfyrwyr i ystod o bynciau a'u hannog i symud ymlaen at astudiaethau pellach. Gall bynciau cael eu trafod ac os ydych eisoes yn aelod o grŵp sefydledig, gallwn deilwra cwrs yn arbennig ar eich cyfer.
- **Modiwlau Achrededig Addysg Uwch:** Modiwlau sydd â chredydau Addysg Uwch a asesir yn ffurfiol. Mae credydau wedi'u cymeradwyo'n genedlaethol a gellir eu defnyddio tuag at gymwysterau Addysg Uwch megis Tystysgrif, Diploma neu Radd.
- **Tystysgrifau a Diplomâu Addysg Uwch:** Gallwch astudio cyfuniad o fodiwlau Addysg Uwch achrededig dros

gyfnod o ddwy flynedd i bum mlynedd i ennill Tystysgrif neu Ddiploma Addysg Uwch.

- **Tystysgrif Sylfaen Addysg Uwch yn y Dyniaethau:** Anelir y Dystysgrif Sylfaen Addysg Uwch yn y Dyniaethau at oedolion sy'n barod i fentro i fyd Addysg Uwch am y tro cyntaf. Mae'n rhaglen ran-amser, dwy flynedd o hyd ac fe'i dyluniwyd ar gyfer y sawl sydd am gael mwy o amser i baratoi at astudio ar lefel Addysg Uwch.
- **Rhaglen Paratoi ar gyfer BA yn y Dyniaethau:** Cwrs paratoi byr i oedolion sy'n ystyried astudio ar gyfer Gradd ran-amser.
- **Rhaglen Radd BA Rhan-amser yn y Dyniaethau, Hanes neu Saesneg:** Astudiwch yn rhan-amser ar gyfer gradd yn y Dyniaethau neu mewn Hanes neu Saesneg neu mewn lleoliadau ar draws Abertawe, Castell-nedd Port Talbot, Sir Gaerfyrddin a Sir Benfro.
- **Ymchwil Ôl-raddedig:** I'r rhai sydd â diddordeb mewn unrhyw agwedd o ddysgu gydol oes.



Course Information

ASTRONOMY

Contact Rachel Brimble, r.e.brimble@swansea.ac.uk, 01792 602211

ASTRONOMY is offered at the following levels:

- **Pathways and Taster Courses:** (Course ID starting OPPS). These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies to an accredited module.
- **HE Accredited Modules:** (Course ID starting DAH). These are formally assessed, HE credit bearing modules. The credits achieved can be used towards a Certificate of Higher Education. See page 10 for more information.

PATHWAYS, TASTER COURSES AND ACCREDITED MODULES

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPPS0813	Astronomy Taster	Tuesday 10/09/13	2	19:00	21:00	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Ian Glendenning	FREE
OPPS0113	Introduction to Astronomy	Monday 16/09/13	10	19:00	21:00	Riverside Centre, Glantawe Riverside Park near Pontardawe	Ian Glendenning	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPS0213	Introduction to Astronomy	Thursday 19/09/13	10	19:00	21:00	Craig-y-nos Country Park, Pen-y-Cae, Swansea Valley, SA9 1GL	Ian Glendenning	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPS0313	Introduction to the Night-Sky, telescopes and the search for extra- solar planets and Alien life	Tuesday 01/10/13	10	18:30	20:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Dr Steve Wainwright	£5.00 (pts) £30.00 (c) £40.00 (f)
DAH11913 Credits: 10 Level: 1	The New Solar System	Tuesday 01/10/13	10	19:00	21:00	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Ian Glendenning	£40.00 (c) £115.00 (f)
OPPS0413	Introduction to Astronomy	Tuesday 07/01/14	10	18:30	20:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Dr Steve Wainwright	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPS0613	Introduction to Astronomy	Monday 13/01/14	10	19:00	21:00	Ystalyfera Development Trust, 72 Commercial Street, Ystalyfera, Swansea, SA9 2HS	Ian Glendenning	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPS0513	Introduction to Astronomy	Thursday 16/01/14	10	19:00	21:00	Canolfan Maerdy, New Road, Tairgwaith, Ammanford, SA18 1UP	Ian Glendenning	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPS0713	Introduction to the Sun, our nearest star	Tuesday 29/04/13	6	18:30	20:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Dr Steve Wainwright	£5.00 (pts) £20.00 (c) £30.00 (f)

Course Descriptions

Pathways Courses (OPPS):

- **Astronomy Taster.** This course gives a brief introduction to the fascinating subject of Astronomy.
- **Introduction to Astronomy.** An introduction to Astronomy for the beginner or enthusiast.

- **Introduction to the Night-Sky, Telescopes and the Search for extra-solar planets and Alien life.** Amateur and Professional telescopes. The use of telescopes to search for new worlds and the search for alien life.
- **Introduction to the Sun, our nearest star.** The Sun as a star, the surface and subsurface, solar eclipses and space weather.

HE Accredited Modules (DAH):

- **The New Solar System.** An exciting new astronomy module looking at the very latest information about

the Sun, Earth, Moon and planets as revealed by the interplanetary space missions.

BA DEGREE PREPARATION PROGRAMME IN HUMANITIES

Contact DACE, adult.education@swansea.ac.uk, 01792 602211

The BA Degree Preparation Programme in Humanities is a short preparatory course for those adults who are considering studying at Higher Education (HE) Level. It is designed for those who have not recently studied and who may not have any formal qualifications.

This programme starts in April 2014 for 10 weeks and will be taught at the Singleton Campus in Swansea and in community venues across Swansea, Neath Port Talbot, Carmarthenshire and Pembrokeshire.

The BA Degree Preparation Programme in Humanities is FREE to eligible students and after successfully completing

this, many students progress to the BA Honours (part-time) Humanities Degree or to other courses with DACE or elsewhere.

The structure of the BA Degree Preparation Programme in Humanities reflects the flexible nature of the Part-time Degree and students can mix and match modules at a number of venues and on different days to allow the programme to fit in around their busy lives. Students choose two subjects from a wide variety such as history, literature, philosophy, psychology, sociology, counselling and many more.

BUSINESS WRITING, CREATIVE WRITING AND LITERATURE

Contact Claire Bannister, c.bannister@swansea.ac.uk, 01792 295464

BUSINESS WRITING, CREATIVE WRITING AND LITERATURE

is offered at the following levels:

- **Pathways and Taster Courses:** (Course ID starting OPWL). These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies to an accredited module.

- **HE Accredited Modules:** (Course ID starting DAD/DAB). These are formally assessed, HE credit bearing modules. The credits achieved can be used towards a Certificate of Higher Education. See page 10 for more information.

PATHWAYS, TASTER COURSES AND ACCREDITED MODULES

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPWL0113	Imaginative Writing	Tuesday 17/09/13	10	13:00	15:00	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Kerri Mawer	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL0213	The Art of Words - Creating Stories and Poetry	Wednesday 18/09/13	10	13:30	15:30	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Kerri Mawer	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL0913	Lyric Writing	Tuesday 24/09/13	10	17:15	19:15	The Waterfront Community Church, Langdon Road, Swansea, SA1 8QY	Patrick Ellis	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL0313	Writing: Creative Space and Place	Wednesday 25/09/13 fortnightly	10	10:30	12:30	Canolfan Gorseinon Centre, Millers Drive, Gorseinon, Swansea, SA4 4QN	Ceri Thomas	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL0813	Feature Writing for Magazines	Wednesday 25/09/13	10	19:00	21:00	Sketty Park Community Centre, Heather Crescent, Swansea, SA2 8HS	Patrick Ellis	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL1013	Lyric Writing	Thursday 26/09/13	10	19:00	21:00	Linden Christian Centre, Elm Grove Road, West Cross, Swansea, SA3 5LD	Patrick Ellis	£5.00 (pts) £30.00 (c) £40.00 (f)

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPWL1513	Introducing Film Studies	Friday 27/09/13	10	14:00	16:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Liz Wride	£5.00 (pts) £30.00 (c) £40.00 (f)
DAD02213 Credits: 10 Level: 0	Introduction to Journalism and Copywriting	Tuesday 01/10/13	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Jenny White	£40.00 (c) £115.00 (f)
DAD17013 Credits: 20 Level: 1	Writing and Landscape	Monday 07/10/13	20	10:00	12:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Andrew Hubbard	£80.00 (c) £230.00 (f)
OPWL1213	Polishing Your Words	Tuesday 07/01/14	10	17:15	19:15	The Waterfront Community Church, Langdon Road, Swansea, SA1 8QY	Patrick Ellis	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL1113	Feature Writing - Text and Image	Wednesday 08/01/14	10	19:00	21:00	Sketty Park Community Centre, Heather Crescent, Swansea, SA2 8HS	Patrick Ellis	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL1313	Polishing Your Words	Thursday 09/01/14	10	19:00	21:00	Linden Christian Centre, Elm Grove Road, West Cross, Swansea, SA3 5LD	Patrick Ellis	£5.00 (pts) £30.00 (c) £40.00 (f)
DAD15313 Credits: 10 Level: 1	Reading and Writing Short Stories	Tuesday 14/01/14	10	13:00	15:00	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Kerri Mawer	£40.00 (c) £115.00 (f)
DAD00513 Credits: 10 Level: 0	Introducing Literature	Wednesday 15/01/14	10	13:30	15:30	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Kerri Mawer	£40.00 (c) £115.00 (f)
DAD02313 Credits: 10 Level: 0	Business Communication Skills	Thursday 16/01/14	8	17:00	19:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	John Ashley	£40.00 (c) £115.00 (f)
DAB01613 Credits: 20 Level: 0	Introducing Film Studies: Hollywood and Beyond	Friday 17/01/14	20	18:30	20:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Liz Wride	£80.00 (c) £230.00 (f)
DAD102813 Credits: 10 Level: 1	Self-Publishing Non-Fiction	Thursday 20/03/14	8	18:00	20:30	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	John Ashley	£40.00 (c) £115.00 (f)
DAD01113 Credits: 10 Level: 0	Poetry and Lyric Writing: Advanced	Tuesday 01/04/14	10	17:15	19:15	The Waterfront Community Church, Langdon Road, Swansea, SA1 8QY	Patrick Ellis	£40.00 (c) £115.00 (f)
OPWL1413	Feature Writing - Towards Publication	Wednesday 02/04/14	10	19:00	21:00	Sketty Park Community Centre, Heather Crescent, Swansea, SA2 8HS	Patrick Ellis	£5.00 (pts) £30.00 (c) £40.00 (f)
DAD011A13 Credits: 10 Level: 0	Poetry and Lyric Writing: Advanced	Thursday 03/04/14	10	19:00	21:00	Linden Christian Centre, Elm Grove Road, West Cross, Swansea, SA3 5LD	Patrick Ellis	£40.00 (c) £115.00 (f)
DAD15113 Credits: 10 Level: 1	An introduction to Radio Drama	Monday 28/04/14	8	10:00	12:30	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Andrew Hubbard	£40.00 (c) £115.00 (f)
OPWL0413	Short Story Writing	Monday 28/04/14	8	10:00	12:30	Pontardawe College, Tawe House, Alloy Industrial Estate, Pontardawe, SA8 4EN	Carole Hopkin	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL0513	Short Story Writing	Monday 28/04/14	8	18:30	21:00	Ivy Bush Hotel, 103 High Street, Pontardawe, SA8 4JN	Carole Hopkin	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL0613	Short Story Writing	Tuesday 29/04/14	8	14:00	16:30	Queen Street Centre, 28 Queen Street, Neath, SA11 1DL	Carole Hopkin	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWL0713	Short Story Writing	Wednesday 30/04/14	8	10:30	13:00	Swansea Civic Centre, Oystermouth Road, Swansea, SA1 3SN	Carole Hopkin	£5.00 (pts) £30.00 (c) £40.00 (f)

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAD023A13 Credits: 10 Level: 0	Business Communication Skills	Wednesday 07/05/14	8	14:00	16:30	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Sian Rees	£40.00 (c) £115.00 (f)

CWRSIAU A DDARPERIR DRWY GYMRAEG

Cwrs ID	Enw Cwrs	Dyddiad Dechrau	Wythnos	Amser Dechrau	Amser Gorffen	Lleoliad	Tiwtor	Cost
DADXXX13	Dod i ddeall dulliau cyfathrebu a'r cyfryngau	Tuesday 14/01/14	10	18:30	20:30	TBC	Iwan Williams	£40.00 (c) £115.00 (f)

Course Descriptions

Pathways Courses (OPWL):

- **Feature Writing - Text and Image.** Explore the relationship between images and text. Experiment with your own images in this context.
- **Feature Writing - Towards Publication.** Choose an appropriate publication. Prepare your feature for submission. Talking to the editor.
- **Feature Writing for Magazines.** Find out about and compare Feature Styles in contemporary publications. Experiment with interview technique. Explore your own style.
- **Imaginative Writing.** An opportunity to experiment with new approaches to writing short stories and/or poetry. Sessions will include a range of imaginative stimuli including music, photographs and textures.
- **Introducing Film Studies.** An opportunity to discover the unique 'language of film'. Each week, a specific film example will lead us through different concepts, such as Film-as-Art, and the History of the Film Industry. Students will be encouraged to get inside the mind of the film-maker and ask 'how do films create meaning?'
- **Lyric Writing.** Find out about lyrics in the context of genre, structure and history. 19th century to present.
- **Polishing Your Words.** Develop your lyric ideas within contemporary convention to the point of presentation.
- **Short Story Writing.** We will look at the techniques of short story writing studying the works of Dylan Thomas, Rhys Davies, James Joyce, Raymond Carver and others.
- **The Art of Words - Creating Stories and Poetry.** Stir up your imagination and develop your writing skills with a creative approach to story writing and poetry.
- **Writing: Creative Space and Place.** During this course we will explore the concept of space and place and how this inspires our writing.

HE Accredited Modules (DAD/DAB):

- **An introduction to Radio Drama.** Radio is still most popular medium for drama and short story. This course concentrates on the powers of imagination - the listener's imagination. Students will practice how to set the scene; involvement of listener in story; the characters; establishing the tension; and the importance of music and sound effects.
- **Business Communication Skills.** An introduction to the principles and practical techniques required for effective business communications. Look at communications, writing

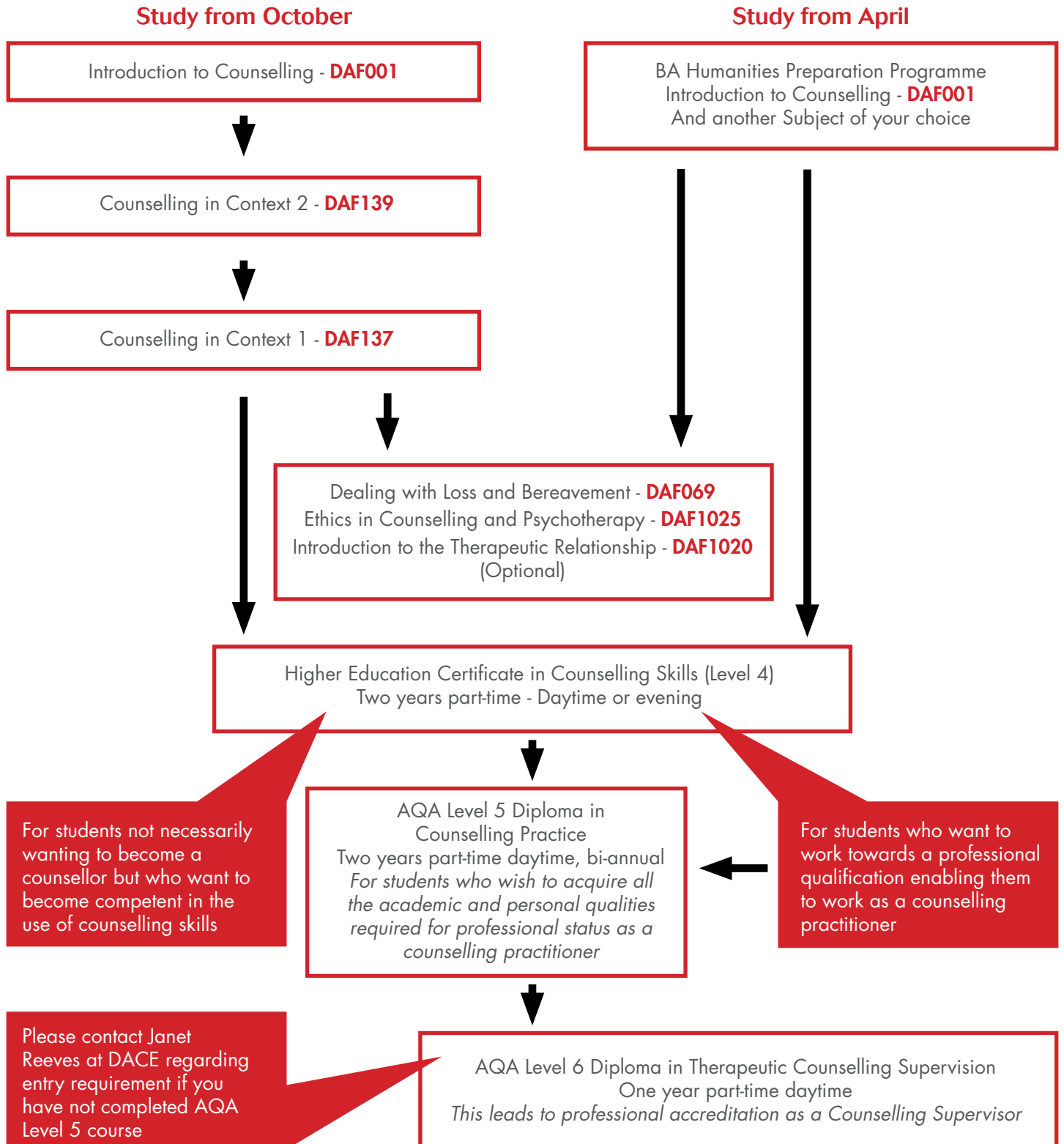
and presenting in a professional context within both private and public sector organisations. This module uses an integration of theory and workshop-based practice to provide students with skills for successful communication in the workplace.

- **Dod i ddeall dulliau cyfathrebu a'r cyfryngau.** Mewn cyfuniad o theori a gweithgareddau ymarferol, bydd y cwrs hwn yn rhoi gorolwg o ddulliau cyfathrebu a hyrwyddo effeithlon, o ddulliau o ymwneud â'r wasg i hysbysebu digidol a chyfathrebu corfforaethol.
- **Introducing Film Studies: Hollywood and Beyond.** How do films create meaning? Is the director an artist? How did Hollywood become so powerful? When is a horror film not a horror film? Are 'new technologies' the death of film? Introduction to Film Studies will answer these questions and more, allowing students to explore one of the most popular media forms of our time. Each week, key films will guide students through new concepts like 'Auteur Theory' and introduce them to the work of key thinkers, theorists and film-makers.
- **Introducing Literature.** This relaxed and supportive module will introduce students to many forms of writing including a wide range of poems, novels and plays.
- **Introduction to Journalism and Copywriting.** An introduction to the world of writing in professional contexts, covering everything from feature-writing to web-writing. Of interest to anyone interested in non-fiction writing and in working as a professional (freelance) writer and particularly suited to those wishing to increase their professional/employability skills.
- **Poetry and Lyric Writing: Advanced.** Working in a recognised genre, create and develop an original lyric for submission.
- **Reading and Writing Short Stories.** An opportunity for students to analyse a variety of short stories and to experiment with writing their own.
- **Self-Publishing Non-Fiction.** Discover how to publish a work of non-fiction yourself. You will learn about print and e-books, distribution, marketing and promotion, and finance.
- **Writing and Landscape.** One of the most effective ways we have of making sense of landscape, even in its most concrete form, is through the stories we tell about it. All the real, written, and painted landscapes we have encountered affect how we make sense of our own identity and our sense of place. This 20 week course explores landscape writing as geological and conscious form. Students will be assessed by submission of an assignment.

COUNSELLING SKILLS, PROFESSIONAL AND PERSONAL DEVELOPMENT

Contact Rachel Brimble, r.e.brimble@swansea.ac.uk or
Sally Richardson, s.a.richardson@swansea.ac.uk, 01792 602211

Progression Routes into Counselling Skills, Counselling Practitioner and Counselling Supervisor



COUNSELLING SKILLS, PERSONAL AND PROFESSIONAL DEVELOPMENT

is offered at the following levels:

- **Pathways and Taster Courses:** (Course ID starting OPPD). These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies to an accredited module.
- **HE Accredited Modules:** (Course ID starting DAF). These are formally assessed, HE credit bearing modules. The credits achieved can be used towards a Certificate of Higher Education. See page 10 for more information.
- **HE Certificates and Diplomas**
 - **HE CERTIFICATE IN COUNSELLING SKILLS.** A six-module comprehensive training in the theory and practise of counselling and counselling skills (required for entry onto the Higher Education Diploma in Counselling Practice). Applicants must have completed two introductory counselling skills modules (or equivalent).
 - **AQA DIPLOMA IN COUNSELLING PRACTICE (Level 5).** DACE offers a bi-annual Diploma in Counselling Practice validated by the AQA. For more details contact the Co-ordinating Tutor Janet Reeves, **01792 602211**.
Criteria for Selection. Successful candidates will need to have completed a HE Certificate in Counselling Skills or equivalent. (National framework level 4). In addition candidates will need to demonstrate:
 - The skills and personal qualities which would enable them to work safely and ethically with clients from the

outset in the capacity of counsellor, according to the BACP Ethical Code of Conduct.

- The ability to complete the foundation degree level of academic work required on the Diploma. Including managing an intense workload; time-keeping, managing deadlines and completing projects.
- The ability and willingness to participate in an intense learning environment, including manage interactions with others and working with their own issues when practising skills with other course members in triads or in a group situation.
- All applicants must have an up-to-date DBS check and be passed by a departmental 'fitness to practise' committee to ensure that they meet these criteria.

In June 2012, DACE was commended with an OUTSTANDING grade by AQA for the delivery of its Diploma in Counselling Course.

- **AQA DIPLOMA IN COUNSELLING SUPERVISION (Level 6).** This AQA Vocationally Related Qualification (VRQ) was developed in response to the demand for therapeutic counselling supervisors. It provides formal training in Therapeutic Counselling Supervision and is appropriate for qualified, experience counsellors/ psychotherapists wishing to progress in their careers. Further details please contact Rachel Brimble **01792 602211** or r.e.brimble@swansea.ac.uk

PATHWAYS, TASTER COURSES AND ACCREDITED MODULES

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPPD1013	Creativity Release for Personal Development	Thursday 19/09/13	6	14:30	16:30	Ystalyfera Development Trust, 72 Commercial Street, Ystalyfera, Swansea, SA9 2HS	Hilary Bryanston	£5.00 (pts) £18.00 (c) £24.00 (f)
OPPD0413	What Do You Say After You Say Hello Part 1	Thursday 26/09/13	10	10:00	12:00	Phoenix Centre, Paradise Park, Powys Avenue, Townhill, Swansea, SA1 6PH	Cari Bishop-Jones	£5.00 (pts) £30.00 (c) £40.00 (f)
DAF001C13 Credits: 10 Level: 0	Introduction to Counselling	Friday 04/10/13	10	10:00	12:00	Felinfoel Community Education Centre, Units B & C, Tanyrhodyn Road, Felinfoel, SA15 4LN	Christopher Reed	£40.00 (c) £115.00 (f)
DAF102613 DAF102713 Credits: 20 Level: 1	Introduction to Cognitive Behavioural Therapy Part 1 and Part 2	Monday 07/10/13	20	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Diane Godden	£80.00 (c) £230.00 (f)
OPPD0213	Self-Development for Confidence Building	Tuesday 08/10/13	8	10:00	12:30	Ability Answers, Unit 2 Cwm Road Hafod, Swansea, SA1 2AY	Christopher Reed	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPD0113	What is Counselling?	Tuesday 08/10/13	5	10:00	13:00	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	Jane Hallet	£5.00 (pts) £22.50 (c) £30.00 (f)
DAF00113 Credits: 10 Level: 0	Introduction to Counselling	Tuesday 08/10/13	10	10:00	12:00	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Julia Cutmore	£40.00 (c) £115.00 (f)

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAF001A13 Credits: 10 Level: 0	Introduction to Counselling	Tuesday 08/10/13	10	10:00	12:00	Campus Glyndwr Building, Room 7 DACE, Swansea University, Singleton Park, Swansea, SA2 8PP	Jo Ferguson	£40.00 (c) £115.00 (f)
DAF001B13 Credits: 10 Level: 0	Introduction to Counselling	Tuesday 08/10/13	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Cheryl Norman	£40.00 (c) £115.00 (f)
DAF011113 Credits: 10 Level: 0	Using Creativity for Personal Development	Tuesday 07/11/13	10	14:30	16:30	Ystalyfera Development Trust, 72 Commercial Street, Ystalyfera, Swansea, SA9 2HS	Hilary Bryanston	£40.00 (c) £115.00 (f)
OPPD1113	Gestalt Therapy : Introduction	Tuesday 12/11/13	2 days	10:00	16:00	Phoenix Centre, Paradise Park, Powys Avenue, Townhill, Swansea, SA1 6PH	Viv Kelly	£5.00 (pts) £15.00 (c) £20.00 (f)
OPPD0313	Neuro-Linguistic Programming for Learning Skills	Tuesday 07/01/14	8	10:00	12:30	Ability Answers, Unit 2 Cwm Road Hafod, Swansea, SA1 2AY	Christopher Reed	£5.00 (pts) £30.00 (c) £40.00 (f)
DAF13913 Credits: 10 Level: 1	Counselling in Context 2 - Identity and Identities	Tuesday 07/01/14	10	10:00	12:00	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Julia Cutmore	£40.00 (c) £115.00 (f)
DAF139A13 Credits: 10 Level: 1	Counselling in Context 2 - Identity and Identities	Tuesday 07/01/14	10	10:00	12:00	Campus Glyndwr Building, Room 7 DACE, Swansea University, Singleton Park, Swansea, SA2 8PP	Jo Ferguson	£40.00 (c) £115.00 (f)
DAF001D13 Credits: 10 Level: 0	Introduction to Counselling	Tuesday 07/01/14	5	10:00	14:00	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	Jane Hallet	£40.00 (c) £115.00 (f)
DAF139B13 Credits: 10 Level: 1	Counselling in Context 2 - Identity and Identities	Tuesday 07/01/14	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Cheryl Norman	£40.00 (c) £115.00 (f)
OPPD0513	What Do You Say After You Say Hello Part 2	Thursday 09/01/14	10	10:00	12:00	Phoenix Centre, Paradise Park, Powys Avenue, Townhill, Swansea, SA1 6PH	Cari Bishop-Jones	£5.00 (pts) £30.00 (c) £40.00 (f)
DAF139C13 Credits: 10 Level: 1	Counselling in Context 2 - Identity and Identities	Friday 10/01/14	10	10:00	12:00	Felinfoel Community Education Centre, Units B & C, Tanyrhodyn Road, Felinfoel, SA15 4LN	Christopher Reed	£40.00 (c) £115.00 (f)
DAF100213 Credits: 20 Level: 1	Introduction to Gestalt Counselling	April 2014	TBC	TBC	TBC	TBC	Viv Kelly	£80.00 (c) £230.00 (f)
DAF137C13 Credits: 10 Level: 1	Counselling in Context 1	Friday 25/04/14	10	10:00	12:00	Felinfoel Community Education Centre, Units B & C, Tanyrhodyn Road, Felinfoel, SA15 4LN	Christopher Reed	£40.00 (c) £115.00 (f)
DAF1026A13 Credits: 10 Level: 1	Introduction to Cognitive Behavioural Therapy Part 1	Monday 28/04/14	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Diane Godden	£40.00 (c) £115.00 (f)
DAF102013 Credits: 10 Level: 1	Introduction to the Therapeutic Relationship	Monday 28/04/14	10	13:00	15:00	Campus Glyndwr Building, Room 7 DACE, Swansea University, Singleton Park, Swansea, SA2 8PP	Carole Butler	£40.00 (c) £115.00 (f)
DAF13713 Credits: 10 Level: 1	Counselling in Context 1	Tuesday 29/04/14	10	10:00	12:00	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Julia Cutmore	£40.00 (c) £115.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAF137A13 Credits: 10 Level: 1	Counselling in Context 1	Tuesday 29/04/14	10	10:00	12:00	Campus Glyndwr Building, Room 7 DACE, Swansea University, Singleton Park, Swansea, SA2 8PP	Jo Ferguson	£40.00 (c) £115.00 (f)
DAF16513 Credits: 10 Level: 1	Dealing with Loss and Bereavement 2	Tuesday 29/04/14	8	10:00	12:30	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£40.00 (c) £115.00 (f)
DAF137B13 Credits: 10 Level: 1	Counselling in Context 1	Tuesday 29/04/14	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Cheryl Norman	£40.00 (c) £115.00 (f)
OPPD0713	Introduction to Counselling Supervision	Tuesday 29/04/14	8	13:00	15:30	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPD1213	Introduction to Mindfulness	Wednesday 30/04/14	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Sarah Millband	£5.00 (pts) £30.00 (c) £40.00 (f)
DAF102513 Credits: 10 Level: 1	Ethics in Counselling and Psychotherapy	Thursday 01/05/14	8	10:00	12:30	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£40.00 (c) £115.00 (f)
OPPD0613	Developing your Emotional Literacy within yourself and your Relationships	Thursday 01/05/14	10	10:00	12:00	Phoenix Centre, Paradise Park, Powys Avenue, Townhill, Swansea, SA1 6PH	Cari Bishop-Jones	£5.00 (pts) £30.00 (c) £40.00 (f)
DAF06913 Credits: 10 Level: 0	Dealing with Loss and Bereavement 1	Thursday 01/05/14	8	13:00	15:30	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£40.00 (c) £115.00 (f)
DAF001E13 Credits: 10 Level: 0	Introduction to Counselling	Thursday 01/05/14	10	13:30	15:30	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Julia Cutmore	£40.00 (c) £115.00 (f)
OPPD0813	Gestalt Therapy: Introduction	Tuesday 10/06/14	2 days	10:00	16:00	Phoenix Centre, Paradise Park, Powys Avenue, Townhill, Swansea, SA1 6PH	Viv Kelly	£5.00 (pts) £15.00 (c) £20.00 (f)
OPPD0913	Dealing With Trauma	Tuesday 17/06/14	2 days	10:00	16:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Diane Godden	£5.00 (pts) £15.00 (c) £20.00 (f)
OPPD1313	Outcome Measures in Counselling and Psychotherapy	Tuesday 03/07/14	1 day	10:00	16:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£5.00 (pts) £7.50 (c) £10.00 (f)

HE CERTIFICATE IN COUNSELLING SKILLS

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
Year 1 Group 1								
DAF100813 Credits: 20 Level: 1	Essential Qualities of a Helping Relationship	Tuesday 08/10/13	10	10:00	14:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£80.00 (c) £230.00 (f)

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAF14413 Credits: 20 Level: 1	Process Module 1: Introduction to Therapeutic Interpersonal Processes	Tuesday 08/10/13	20	15:00	17:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£80.00 (c) £230.00 (f)
DAF18913 Credits: 20 Level: 1	Developing Counselling Skills	Tuesday 07/01/14	10	10:00	14:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£80.00 (c) £230.00 (f)
Year 1 Group 2								
DAF1008A13 Credits: 20 Level: 1	Essential Qualities of a Helping Relationship	Wednesday 09/10/13	10	09:30	13:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Diane Godden	£80.00 (c) £230.00 (f)
DAF144A13 Credits: 20 Level: 1	Process Module 1: Introduction to Therapeutic Interpersonal Processes	Wednesday 09/10/13	20	14:00	16:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Diane Godden	£80.00 (c) £230.00 (f)
DAF189A13 Credits: 20 Level: 1	Developing Counselling Skills	Wednesday 08/01/14	10	09:30	13:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Diane Godden	£80.00 (c) £230.00 (f)
Year 1 Group 3								
DAF1008B13 Credits: 20 Level: 1	Essential Qualities of a Helping Relationship	Wednesday 09/10/13	10	09:30	13:30	WI House, 90 Prendergast, Haverfordwest, Pembrokeshire, SA61 2PP	Val Taylor	£80.00 (c) £230.00 (f)
DAF144B13 Credits: 20 Level: 1	Process Module 1: Introduction to Therapeutic Interpersonal Processes	Wednesday 09/10/13	20	14:00	16:00	WI House, 90 Prendergast, Haverfordwest, Pembrokeshire, SA61 2PP	Val Taylor	£80.00 (c) £230.00 (f)
DAF189B13 Credits: 20 Level: 1	Developing Counselling Skills	Wednesday 08/01/14	10	09:30	13:30	WI House, 90 Prendergast, Haverfordwest, Pembrokeshire, SA61 2PP	Val Taylor	£80.00 (c) £230.00 (f)
Year 2								
DAF19013 Credits: 20 Level: 1	Society and Self - How We Become Who We Are	Thursday 10/10/13	10	10:00	14:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£80.00 (c) £230.00 (f)
DAF101013 Credits: 20 Level: 1	Process Module 2: Professional Development	Thursday 10/10/13	20	15:00	17:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£80.00 (c) £230.00 (f)
DAF100913 Credits: 20 Level: 1	Introduction to Counselling Theories	Thursday 09/01/14	10	10:00	14:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Janet Reeves	£80.00 (c) £230.00 (f)

Course Descriptions

Pathways Courses (OPPD):

- **Creativity Release for Personal Development.** Release creativity using words, drawing and painting. Students will be requested to bring a spiral bound blank book to be used as journal /sketch book. Students will be asked to bring some art materials.
- **Dealing with Trauma.** This course provides an introduction for counsellors who wish to acquire the knowledge and skills relevant to working with clients presenting with the effects of trauma.
- **Developing your Emotional Literacy within yourself and your Relationships.** This course is designed to enable people to develop emotional literacy using transactional

analysis principles and methods. It is an experimental course, ideal for couples, families as well as individuals.

- **Gestalt Therapy: Introduction.** A two day intensive introduction to the theory and practice of gestalt therapy.
- **Introduction to Counselling Supervision.** Suitable for counsellors and therapists intending to develop supervision skills.
- **Neuro-Linguistic Programming for Learning Skills.** Using skills you have to help achieve your goals in learning.
- **Outcome Measures in Counselling and Psychotherapy.** Looking at core and evidence based practice and their implications in the changing therapeutic field.
- **Self-Development for Confidence Building.** Using the power of your mind to achieve the things you want.

- **What Do You Say After You Say Hello Part 1 and Part 2?** The aim of the course is to enable people to develop good relationships through improved communication with others. A practical communication workshop based on Transactional Analysis methods.
- **What is Counselling?** A general introduction to this fascinating subject.

HE Accredited Modules (DAF):

- **Counselling in Context 1.** The different theories of counselling and psychotherapy and the varied skills practised in each. Progression from the Level 0 skills course but open to all.
- **Counselling in Context 2 - Identity and Identities.** Counselling and society - power, identity, diversity. Advanced Counselling skills. Progression from the Level 0 skills course but open to all.
- **Dealing with Loss and Bereavement 1.** Students will participate in group work and skills practice to develop their awareness and understanding of how to deal with loss and the importance of listening skills.
- **Dealing with Loss and Bereavement 2.** This module is appropriate for counsellors (and other people with relevant experience) who are interested in developing their knowledge about the relationship between early attachments in life and people's ability to deal with losses.
- **Ethics in Counselling and Psychotherapy.** This module will consider the principles and practice of ethics in therapy and ethical dilemmas in the profession.
- **Introduction to Cognitive Behavioural Therapy Part 1.** This module is for people who would benefit from knowledge of CBT to apply in their work in the helping professions.
- **Introduction to Cognitive Behavioural Therapy Part 2.** This module follows on from 'Introduction to Cognitive Behavioural Therapy Part 1'. It expands on the theoretical basis, focuses on the main techniques and skills of CBT and how to apply them to help clients presenting with depression or anxiety. Must have completed and gained credits for CBT Part 1 before joining Part 2.
- **Introduction to Counselling.** An introduction to counselling and counselling skills suitable for beginners and anyone thinking of training in counselling skills.
- **Introduction to Gestalt Counselling.** This module will use lecturing and practical exercises to explore Gestalt

counselling theory and techniques. Students will be required to use their own life experience as experimental material to gain an understanding of the key aspects of Gestalt.

- **Introduction to the Therapeutic Relationship.** This module explores the nature of therapeutic relationships including how they may be effectively developed and maintained. In particular, reference is made to the Humanistic School of Psychology and the work of Carl Rogers.
- **Using Creativity for Personal Development.** This module aims to support personal development, to raise awareness of self and to encourage the student to have the confidence and skills to express ideas through the production of a visual and written journal. Students will also be introduced to specific mediums to help them produce a personal piece of creative work. Students will also be requested to bring a spiral bound blank book to be used as a journal/sketch book and some art materials.

Higher Education Certificate in Counselling Skills (DAF):

- **Developing Counselling Skills.** Developing Counselling Skills is the central module of the Higher Education Certificate in Counselling Skills. The module teaches the generic counselling skills now used as the basis of good practice within support, care and counselling work.
- **Essential Qualities of a Helping Relationship.** This module explores the terms "therapeutic relationship" and "counselling". Students will be introduced to various skills and theoretical concepts underpinning counselling and will examine qualities associated with a helping relationship.
- **Introduction to Counselling Theories.** Theory and techniques of the major Counselling schools: humanistic, cognitive-behavioural, psychodynamic.
- **Process Module 1: Introduction to Therapeutic Interpersonal Processes.** This module is a continuous element of the whole of the certificate in counselling skills course. It aims to provide students with the opportunity to apply theory and skills to practice and to reflect on personal and practice development.
- **Process Module 2: Professional Development.** Applying counselling skills to on-going professional development. For this module students are required to be using their skills to work with people - paid or unpaid.
- **Society and Self - How We Become Who We Are.** Is counselling theory and practice culturally specific? Issues of power, identity, diversity in skills and personal development.

EGYPTOLOGY

Contact Claire Bannister, c.bannister@swansea.ac.uk, 01792 295464

EGYPTOLOGY is offered at the following level:

- **HE Accredited Modules.** These are formally assessed, HE credit bearing modules. The credits achieved can be used

towards a Certificate of Higher Education. See page 10 for more information.

ACCREDITED MODULES

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAL11513 Credits: 10 Level: 1	Egyptian Religion	Tuesday 24/09/13	12	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Ken Griffin	£40.00 (c) £115.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAL11813 Credits: 10 Level: 1	Egyptian History: The Eighteenth Dynasty	Thursday 26/09/13	12	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Ken Griffin	£40.00 (c) £115.00 (f)
DAL16013 Credits: 10 Level: 1	Ancient Egyptian Literature (Old and Middle Kingdoms)	Tuesday 21/01/14	12	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Ken Griffin	£40.00 (c) £115.00 (f)
DAL17213 Credits: 10 Level: 1	The Ramesside Period	Thursday 23/01/14	12	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Ken Griffin	£40.00 (c) £115.00 (f)
DAL11613 Credits: 10 Level: 1	Egyptian Civilisation	Tuesday 22/04/14	12	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Ken Griffin	£40.00 (c) £115.00 (f)
DAL17513 Credits: 10 Level: 1	The Late Period	Thursday 24/04/14	12	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Ken Griffin	£40.00 (c) £115.00 (f)

Course Descriptions

- **Ancient Egyptian Literature (Old and Middle Kingdoms).**

Ancient Egyptian Literature is one of the oldest in existence and offers some of the earliest examples of a number of genres. This module will look at literature from Egypt's Old Kingdom through to the Ramesside Period.

- **Egyptian Civilisation.** The culture of Ancient Egypt has fascinated both scholars and general readers for many centuries. This module is intended to give an outline of the society of Egypt, which remained almost unchanged from 3200-1000 BC. In addition to a general view of the structure and organisation of the society, other topics that will be covered include: Religion, Writing and Literature, Role and Status of Women, Health and Status of Women, Health and Medicine.

- **Egyptian History: The Eighteenth Dynasty.** Throughout the long history of Ancient Egypt one of the most exciting and dramatic periods was the 18th Dynasty. This part of Egyptian history saw many of the great pharaohs, perhaps the best known being Tutankhamun. Chart this

unique period, try to reconstruct the people, places and events that made it such a fascinating time. Look at the monuments, letters, stories and histories of ancient Egypt, together with the results of more recent work in Egyptology.

- **Egyptian Religion.** To the modern visitor to Egypt, it appears that the ancient Egyptians were obsessed with two things; death and religion. Learn to identify the many Egyptian deities and gain an understanding of the various myths and an awareness of the major temple sites in Egypt.
- **The Late Period.** This module will look at Egyptian History from 1,000 BC through to 300 AD. During this period Egypt was ruled by foreigners including Libyans, Nubians, Persians, Greeks and Romans.
- **The Ramesside Period.** Examine the 19th and 20th Dynasties of Egyptian history, was not only the one of the best documented but also one of the most interesting periods. Analyse the reign of Ramesses with the reigns of the other major Pharaohs of the period.

ENGLISH AS A FOREIGN LANGUAGE

Contact Kathryn Harris, k.harris@swansea.ac.uk, 01792 295787

ENGLISH AS A FOREIGN LANGUAGE is offered at the following level:

- **Pathways and Taster Courses.** These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies

PATHWAYS AND TASTER COURSES								
Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPEFL0713	EFL - Getting Started	Monday 30/09/13	10	09:30	11:30	The ARC, 45 Broughton Avenue, Blaenymaes, Swansea, SA5 5JS	Zena James	£5.00 (pts) £30.00 (c) £40.00 (f)
OPEFL0813	EFL - Moving On	Tuesday 01/10/13	10	09:30	11:30	The ARC, 45 Broughton Avenue, Blaenymaes, Swansea, SA5 5JS	Zena James	£5.00 (pts) £30.00 (c) £40.00 (f)

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPEFL0313	EFL - Getting Started	Wednesday 02/10/13	10	09:30	11:30	SBREC (Swansea Bay Racial Equality Council), 3rd Floor Grove House, Grove Place, Swansea, SA1 5DF	Dulcie Engel	£5.00 (pts) £30.00 (c) £40.00 (f)
OPEFL0513	EFL - Getting Started	Wednesday 02/10/13	10	11:30	13:30	SBREC (Swansea Bay Racial Equality Council), 3rd Floor Grove House, Grove Place, Swansea, SA1 5DF	Dulcie Engel	£5.00 (pts) £30.00 (c) £40.00 (f)
OPEFL0113	EFL - Getting Started	Friday 04/10/13	10	09:30	11:30	MEWN (Minority Ethnic Women's Network), 24 Mansel Street, Swansea, SA1 5SQ (Women Only Centre)	Salimah Musabbir-Turner	£5.00 (pts) £30.00 (c) £40.00 (f)
OPEFL0913	EFL - Getting Started	Monday 13/01/14	10	09:30	11:30	The ARC, 45 Broughton Avenue, Blaenymaes, Swansea, SA5 5JS	Zena James	£5.00 (pts) £30.00 (c) £40.00 (f)
OPEFL1013	EFL - Moving On	Tuesday 14/01/14	10	09:30	11:30	The ARC, 45 Broughton Avenue, Blaenymaes, Swansea, SA5 5JS	Zena James	£5.00 (pts) £30.00 (c) £40.00 (f)
OPEFL0413	EFL - Moving On	Wednesday 15/01/14	10	09:30	11:30	SBREC (Swansea Bay Racial Equality Council), 3rd Floor Grove House, Grove Place, Swansea, SA1 5DF	Dulcie Engel	£5.00 (pts) £30.00 (c) £40.00 (f)
OPEFL0613	EFL - Moving On	Wednesday 15/01/14	10	11:30	13:30	SBREC (Swansea Bay Racial Equality Council), 3rd Floor Grove House, Grove Place, Swansea, SA1 5DF	Dulcie Engel	£5.00 (pts) £30.00 (c) £40.00 (f)
OPEFL0213	EFL - Moving On	Friday 17/01/14	10	09:30	11:30	MEWN (Minority Ethnic Women's Network), 24 Mansel Street, Swansea, SA1 5SQ (Women Only Centre)	Salimah Musabbir-Turner	£5.00 (pts) £30.00 (c) £40.00 (f)

Course Descriptions

• **EFL - Getting Started.** English Language for complete beginners.

• **EFL - Moving On.** Follow on course from EFL- Getting Started

ENVIRONMENTAL STUDIES

Contact Rachel Brimble, r.e.brimble@swansea.ac.uk, 01792 602211

It is hoped to run some field trips in the Brecon Beacons National Park in late spring and early summer of 2014.

Please consult our website for more information.

FOUNDATION CERTIFICATE IN HUMANITIES

Contact DACE, adult.education@swansea.ac.uk, 01792 602211

The Higher Education (HE) Foundation Certificate in Humanities is aimed at adults who are ready to take the first steps into HE. It is a two-year part-time programme and is designed for those who might want a longer lead into HE study. The Certificate starts in September/October 2013 and will be taught at community venues in Clase, Swansea; Sandfields, Neath Port Talbot; Llanelli, Carmarthenshire and

Pembroke, Pembrokeshire. The programme allows students to develop an overview of Humanities related subjects, such as Sociology, History, English Literature, Philosophy, Psychology and Counselling and is also underpinned by an extensive range of Study Skills and IT support. The programme is FREE to eligible students.

HISTORY AND FAMILY HISTORY

Contact Claire Bannister, c.bannister@swansea.ac.uk, 01792 295464

HISTORY AND FAMILY HISTORY is offered at the following levels:

- **Pathways and Taster Courses** (Course ID starting OPH).
These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies to an accredited module.

- **HE Accredited Modules** (Course ID starting DAL).
These are formally assessed, HE credit bearing modules. The credits achieved can be used towards a Certificate of Higher Education. See page 10 for more information

Please note that if requesting documents such as copies of birth certificates from the General Register Office, you will incur additional costs which are not included in the course fee.

PATHWAYS, TASTER COURSES AND ACCREDITED MODULES								
Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPH0113	The Life and Times of Gerald of Wales	Monday 16/09/13	10	10:30	12:30	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Colin James	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH0213	An Introduction to the Crusades of the 13th Century	Monday 16/09/13	10	18:30	20:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Colin James	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH0513	A History of Wales from the Romans to the Tudors (Part 1)	Wednesday 18/09/13	10	10:30	12:30	Briton Ferry Silver Band Hall, Regent Street, Briton Ferry, SA11 2PL	Lynda Bryant	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH0713	A History of Wales from the Romans to the Tudors (Part 1)	Thursday 19/09/13	10	10:30	12:30	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	Lynda Bryant	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH1913	From Hope to Despair! JFK, LBJ and Richard Nixon - the American Presidency 1960-1973	Thursday 19/09/13	10	17:30	19:30	Canolfan Maerdy, New Road, Tairgwaith, Ammanford, SA18 1UP	Bernard Salter	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH1213	Poverty, Workhouses and the Welfare State (Part 1)	Friday 20/09/13	10	14:00	16:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Terry Davies	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH1713	Twentieth Century America - The Rise and Fall of the American Dream (Part 1)	Tuesday 4/09/13	10	14:00	16:00	Neath YMCA, Pen Y Dre, Lletty Nedd, Neath, SA11 3HG	Gwenda Phillips	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH0913	Old Cairo - History and Archaeology	Wednesday 25/09/13	10	13:30	15:30	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Howard Middleton- Jones	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH1613	Revolution and Change in Egypt	Tuesday 01/10/13	10	14:00	16:00	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Howard Middleton- Jones	£5.00 (pts) £30.00 (c) £40.00 (f)
DAL16413 Credits: 10 Level: 1	First Steps in Family History	Tuesday 01/10/13	8	14:30	17:00	Canolfan Maerdy, New Road, Tairgwaith, Ammanford, SA18 1UP	John Ashley	£40.00 (c) £115.00 (f)
DAL164A13 Credits: 10 Level: 1	First Steps in Family History	Tuesday 01/10/13	8	18:00	20:30	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	John Ashley	£40.00 (c) £115.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAL164B13 Credits: 10 Level: 1	First Steps in Family History	Wednesday 02/10/13	8	10:00	12:30	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	John Ashley	£40.00 (c) £115.00 (f)
DAL164C13 Credits: 10 Level: 1	First Steps in Family History	Wednesday 02/10/13	8	16:00	18:30	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	John Ashley	£40.00 (c) £115.00 (f)
OPH1813	Twentieth Century America - The Rise and Fall of the American Dream (Part 2)	Tuesday 07/01/14	10	14:00	16:00	Neath YMCA, Pen Y Dre, Lletty Nedd, Neath, SA11 3HG	Gwenda Phillips	£5.00 (pts) £30.00 (c) £40.00 (f)
DAL16713 Credits: 10 Level: 1	Further Steps in Family History	Tuesday 07/01/14	8	14:30	17:00	Canolfan Maerdy, New Road, Tairgwaith, Ammanford, SA18 1UP	John Ashley	£40.00 (c) £115.00 (f)
DAL167A13 Credits: 10 Level: 1	Further Steps in Family History	Tuesday 07/01/14	8	16:00	18:30	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	John Ashley	£40.00 (c) £115.00 (f)
OPH1513	No Sex Please, We're British: A history of love and intimacy in British cinema 1939-1979	Wednesday 08/01/14	8	13:00	15:30	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Lesley Hulonce	£5.00 (pts) £30.00 (c) £40.00 (f)
DAL167B13 Credits: 10 Level: 1	Further Steps in Family History	Wednesday 08/01/14	8	10:00	12:30	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	John Ashley	£40.00 (c) £115.00 (f)
DAL167C13 Credits: 10 Level: 1	Further Steps in Family History	Wednesday 08/01/14	8	16:00	18:30	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	John Ashley	£40.00 (c) £115.00 (f)
OPH0313	An Introduction to the Crusades of the 13th Century	Monday 13/01/14	10	10:30	12:30	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Colin James	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH0413	The Municipal Experience of 19th Century Swansea	Monday 13/01/14	10	18:30	20:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Colin James	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH0613	A History of Wales from the Tudors to the Early 20th Century (Part 2)	Wednesday 15/01/14	10	10:30	12:30	Briton Ferry Silver Band Hall, Regent Street, Briton Ferry, SA11 2PL	Lynda Bryant	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH0813	A History of Wales from the Tudors to the Early 20th Century (Part 2)	Thursday 16/01/14	10	10:30	12:30	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	Lynda Bryant	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH1313	Poverty, Workhouses and the Welfare State (Part 2)	Friday 17/01/14	10	14:00	16:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Terry Davies	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH1013	From the Desert Fathers to the Muslim Brotherhood - Two Thousand Years of Christianity in Egypt	Wednesday 22/01/14	10	13:30	15:30	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Howard Middleton-Jones	£5.00 (pts) £30.00 (c) £40.00 (f)
OPH1113	The Ancestral Pueblos and the Four Corners	Thursday 08/05/14	10	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Howard Middleton-Jones	£5.00 (pts) £30.00 (c) £40.00 (f)

Course Descriptions

HE Accredited Modules (DAL):

- **First Steps in Family History.** Learn how to trace your family tree. Using the internet and local resources see how birth, marriage and death certificates, census returns, parish and chapel registers provide the pieces of the jigsaw. Get practical advice on this absorbing challenge.
- **Further Steps in Family History.** The module will look at the methodology and research practices involved in tracing a person's family tree. A variety of sources will be used including registers, records and government statistics. IT skills will be used to organise and present findings

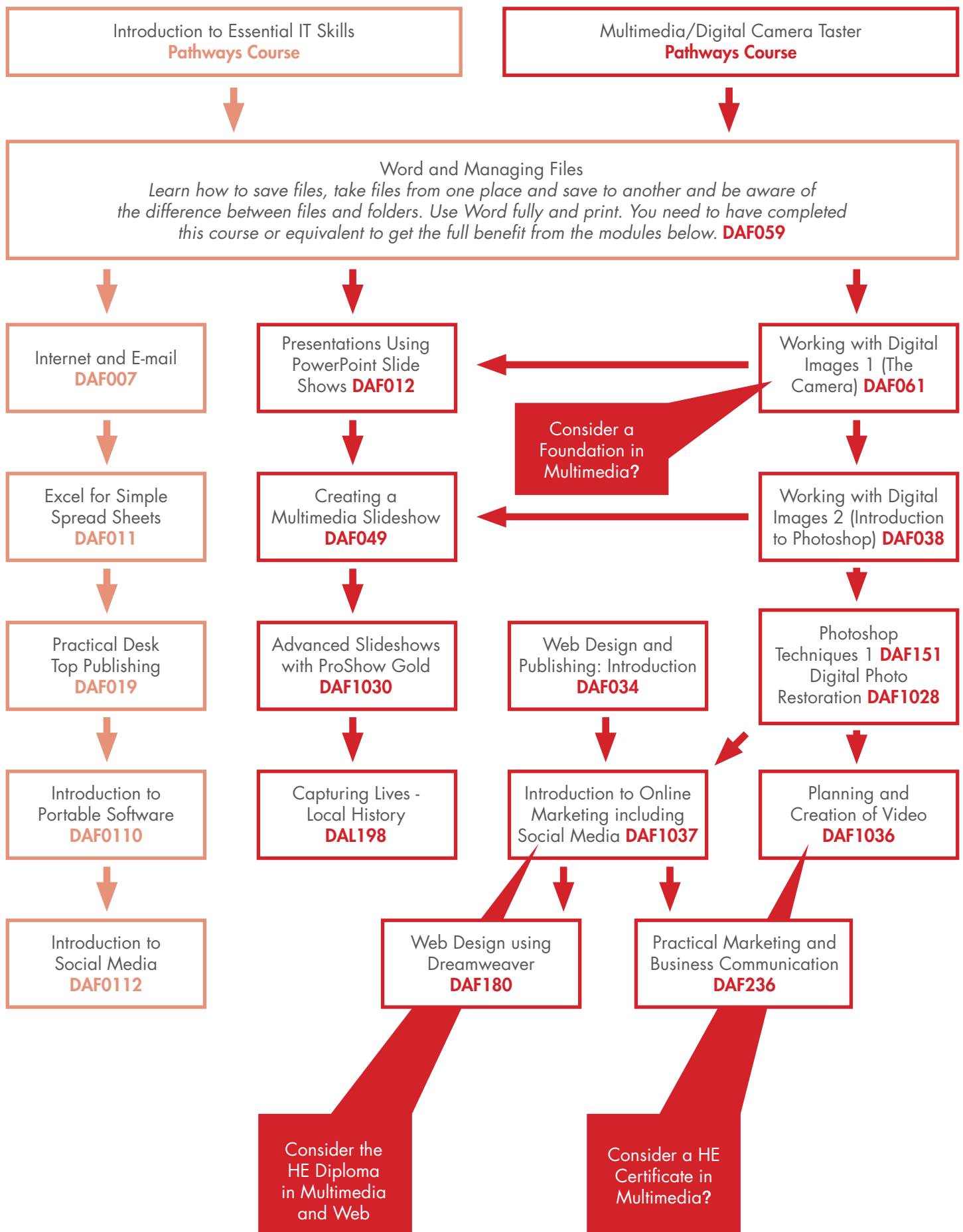
INFORMATION TECHNOLOGY AND MULTIMEDIA

Contact Sue Pearce, s.e.pearce@swansea.ac.uk, 01792 295691

INFORMATION TECHNOLOGY AND MULTIMEDIA is offered at the following levels:

- **Pathways and Taster Courses (Course ID starting OPIT).** These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies to an accredited module.
- **HE Accredited Modules (Course ID starting DAF/DAL).** These are formally assessed, HE credit bearing modules. The credits achieved can be used towards a Certificate of Higher Education. See page 10 for more information.
 - **LEVEL 0 MODULES - FOUNDATION.** Although more substantial (mostly eight week modules) these are suitable for beginners and little or no prior knowledge is assumed. For all specialised topics like digital images and web design, we recommend that you familiarise yourself with basic computer use and management of files early on (see the Progression chart on page 32 that guides you through the modules). If you familiarise yourself with the routine tasks such as saving and locating files, you can avoid frustration and concentrate on the specific elements that you want to master. Each module is grouped with two or more that provide progression in the chosen subject area.
 - **LEVEL 1 MODULES.** For these (mostly eight week modules) you need to have first completed the foundation level in the topic, or have some equivalent experience. See the Progression chart on page 32. These modules build upon previous knowledge; the Photoshop modules are extremely popular. Each module is grouped with two or more that provide progression in the chosen subject area.
 - **LEVEL 2 MODULES.** For these (mostly ten week modules) you need to have first completed the Level 1 HE Certificate or have equivalent experience.
- **HE Certificates and Diplomas:** See below for details of our HE Certificate and HE Diploma Programmes.
 - **FIT - FOUNDATION CERTIFICATE IN TECHNOLOGY. Taught at DOVE.** A unique, one-day a week course that combines a high level of IT training with personal development, that encourages students to plan their future and the steps necessary to get there. Targeted at the unemployed and part-time employed, the course fits in with school hours and there is a crèche available at the centre. The course is suitable for beginners who will increase their employability by learning to use office software, i.e. word processing, spread sheets, file management, PowerPoint presentations, Internet and E-mail to a professional standard. A new module on establishing an e-presence, via Facebook or other social media will give the skills to handle the marketing of a project or business idea. **120 Foundation Level credits over 2 years. Eligible students may qualify for funding.**
 - **FIMM - FOUNDATION CERTIFICATE IN MULTIMEDIA. Taught at the Black Mountain Centre, Menter Cwm Gwendraeth and Canolfan Maerdy.** If you want to learn the more creative digital IT skills from the beginning, work digitally with music, desk-top publishing, web design, photography, movie making and last but not least, enough word processing and file management for everyday tasks the Foundation in Multimedia (FIMM) is for you. **120 Foundation Level credits over 2 years. Eligible students may qualify for funding.**
 - **LIFT - LEVEL 1 HE CERTIFICATE IN FURTHER TECHNOLOGY.** For students with good general IT skills who want creative digital skills of Photo-editing, video, web design (using Dreamweaver and Open Source), online marketing with social networks, to equip students for employment that requires specialised information technology skills such as image manipulation and web design. Taught at DOVE, the Black Mountain Centre, Menter Cwm Gwendraeth and Canolfan Maerdy. **Certificate of 120, Level 1 credits over 2 years. Eligible students may qualify for funding.**
 - **DIFT - HE DIPLOMA IN MULTIMEDIA AND WEB.** Taught at the Black Mountain Centre. Further develop your creative digital skills, in depth Joomla including an e-shop. Further interactivity with video and podcasts for your web site. Practical skills combined with team work in undertaking a real life project, tasks that engage your marketing and communication skills to produce an innovative all-rounder, as an employee or entrepreneur.

Progression Routes into IT and Multimedia



PATHWAYS, TASTER COURSES AND ACCREDITED MODULES

Please refer to the progression chart on page 32.

SWANSEA AREA
DACE IT LAB, Swansea University, Room 124 Glyndwr Building, (Vivian Tower Entrance) Singleton Park, Swansea, SA2 8PP

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT0113	Essential IT Skills for Employability	Monday 07/10/13	4	10:00	12:30	Shirley Shakesby	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF05913 Credits: 10 Level: 0	Word and Managing Files	Monday 11/11/13	8	10:00	12:30	Shirley Shakesby	£40.00 (c) £115.00 (f)
DAF00713 Credits: 10 Level: 0	Internet and E-mail	Monday 20/01/14	8	10:00	12:30	Shirley Shakesby	£40.00 (c) £115.00 (f)
DAF019D13 Credits: 10 Level: 0	Practical Desk Top Publishing	Monday 07/10/13	8	13:30	16:00	Alison Walley	£40.00 (c) £115.00 (f)
DAF15113 Credits: 10 Level: 1	Photoshop Techniques 1	Monday 20/01/14	8	18:00	20:30	Brian Morris	£40.00 (c) £115.00 (f)
DAF16813 Credits: 10 Level: 1	Photoshop Techniques 2	Monday 24/03/14	8	18:00	20:30	Brian Morris	£40.00 (c) £115.00 (f)
DAF103213 Credits: 10 Level: 1	Design and Publish an E-Shop Site with Joomla	Tuesday 05/11/13	5	10:00	14:30	Nader Salam	£40.00 (c) £115.00 (f)
DAF101213 Credits: 10 Level: 1	Joomla the Open Source Web Design Editor	Tuesday 10/12/13	5	10:00	14:30	Nader Salam	£40.00 (c) £115.00 (f)
DAF102413 Credits: 10 Level: 1	Joomla Website Creation Part 2	Tuesday 28/01/14	5	10:00	14:30	Nader Salam	£40.00 (c) £115.00 (f)
OPIT0213	Close up Photography Taster (Ty'r Blodau)	Wednesday 18/09/13	1 day	10:00	13:00	Howard Jones	FREE
OPIT2613	Tablet PC Taster	Wednesday 25/09/13	4	13:00	15:30	Howard Jones	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF03813 Credits: 10 Level: 0	Working with Digital Images 2 (Introduction to Photoshop)	Wednesday 23/10/13	8	13:00	15:30	Howard Jones	£40.00 (c) £115.00 (f)
DAF103013 Credits: 10 Level: 1	Advanced Slideshows with ProShow Gold	Wednesday 15/01/14	8	13:00	15:30	Howard Jones	£40.00 (c) £115.00 (f)
DAF168A13 Credits: 10 Level: 1	Photoshop Techniques 2	Wednesday 19/03/14	8	13:00	15:30	Howard Jones	£40.00 (c) £115.00 (f)
OPIT0313	Close up Photography Taster (Ty'r Blodau)	Wednesday 04/06/14	1 day	10:00	13:00	Howard Jones	FREE
OPIT0413	Introduction to Essential IT Skills	Wednesday 02/10/13	4	18:00	20:30	Dai Power	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059A13 Credits: 10 Level: 0	Word and Managing Files	Wednesday 06/11/13	8	18:00	20:30	Dai Power	£40.00 (c) £115.00 (f)
DAF007A13 Credits: 10 Level: 0	Internet and E-mail	Wednesday 22/01/14	8	18:00	20:30	Dai Power	£40.00 (c) £115.00 (f)
OPIT0513	Introduction to Essential IT Skills	Wednesday 26/03/14	4	18:00	20:30	Dai Power	£5.00 (pts) £15.00 (c) £20.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF103913 Credits: 10 Level: 1	Web Presence for the Non-Technical	Thursday 03/10/13	8	14:00	16:30	John Ashley	£40.00 (c) £115.00 (f)
DAF1037C13 Credits: 10 Level: 1	Introduction to Online Marketing including Social Media	Thursday 16/01/14	8	14:00	16:30	John Ashley	£40.00 (c) £115.00 (f)
DAF1012A13 Credits: 10 Level: 1	Joomla the Open Source Web Design Editor	Thursday 28/11/13	8	18:00	20:30	Alan Rees	£40.00 (c) £115.00 (f)
DAF1024A13 Credits: 10 Level: 1	Joomla Website Creation Part 2	Thursday 06/02/14	8	18:00	20:30	Alan Rees	£40.00 (c) £115.00 (f)
DAF08613 Credits: 10 Level: 0	Managing Business Finance: Introduction	Thursday 10/04/14	8	18:00	20:30	Alan Rees	£40.00 (c) £115.00 (f)
OPIT0713	Close up Photography Taster (Ty'r Blodau)	Friday 13/09/13	4	10:00	13:30	Howard Jones	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF07413 Credits: 10 Level: 0	Introduction to Digital Illustration	Friday 11/10/13	8	10:00	13:30	Howard Jones	£40.00 (c) £115.00 (f)
DAF104413 Credits: 20 Level: 1	Creative Image Manipulation with Photoshop	Friday 10/01/14	16	10:00	13:30	Howard Jones	£80.00 (c) £230.00 (f)
DAL19813 Credits: 10 Level: 1	Capturing Lives	Friday 23/05/14	8	10:00	13:30	Howard Jones	£40.00 (c) £115.00 (f)

The ARC, 45 Broughton Avenue, Blaenymaes, Swansea, SA5 5JS

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT0813	Introduction to Essential IT Skills	Monday 16/09/13	4	10:00	12:30	Richard Fencott	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059B13 Credits: 10 Level: 0	Word and Managing Files	Monday 14/10/13	8	10:00	12:30	Richard Fencott	£40.00 (c) £115.00 (f)
DAF007B13 Credits: 10 Level: 0	Internet and E-mail	Monday 13/01/14	8	10:00	12:30	Richard Fencott	£40.00 (c) £115.00 (f)
DAF06113 Credits: 10 Level: 0	Working with Digital Images 1 (The Camera)	Monday 16/09/13	8	13:00	15:30	Richard Fencott	£40.00 (c) £115.00 (f)
DAF038A13 Credits: 10 Level: 0	Working with Digital Images 2 (Introduction to Photoshop)	Monday 18/11/13	8	13:00	15:30	Richard Fencott	£40.00 (c) £115.00 (f)
DAF01213 Credits: 10 Level: 0	Presentations Using PowerPoint Slideshows	Monday 03/02/14	8	13:00	15:30	Richard Fencott	£40.00 (c) £115.00 (f)
DAF04913 Credits: 10 Level: 0	Creating a Multimedia Slideshow	Monday 28/04/14	8	13:00	15:30	Richard Fencott	£40.00 (c) £115.00 (f)
OPIT0913	Web Design Taster	Monday 07/10/13	4	17:30	20:00	Alan Rees	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF18013 Credits: 10 Level: 1	Web Design using Dreamweaver Part 1	Monday 11/11/13	8	17:30	20:00	Alan Rees	£40.00 (c) £115.00 (f)
DAF18313 Credits: 10 Level: 1	Web Design using Dreamweaver Part 2	Monday 20/01/14	8	17:30	20:00	Alan Rees	£40.00 (c) £115.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF1012B13 Credits: 10 Level: 1	Joomla the Open Source Web Design Editor	Monday 24/03/14	8	17:30	20:00	Alan Rees	£40.00 (c) £115.00 (f)
DAF1044A13 Credits: 20 Level: 1	Creative Image Manipulation with Photoshop	Tuesday 17/09/13	16	09:30	12:00	Brian Morris	£80.00 (c) £230.00 (f)
DAF103813 Credits: 10 Level: 1	Working with Digital RAW Format Images	Tuesday 28/01/14	8	09:30	12:00	Brian Morris	£40.00 (c) £115.00 (f)
DAF061A13 Credits: 10 Level: 0	Working with Digital Images 1 (The Camera)	Tuesday 17/09/13	8	12:30	15:00	Brian Morris	£40.00 (c) £115.00 (f)
DAF151A13 Credits: 10 Level: 1	Photoshop Techniques 1	Tuesday 19/11/13	8	12:30	15:00	Brian Morris	£40.00 (c) £115.00 (f)
DAF168B13 Credits: 10 Level: 1	Photoshop Techniques 2	Tuesday 28/01/14	8	12:30	15:00	Brian Morris	£40.00 (c) £115.00 (f)
DAF086A13 Credits: 10 Level: 0	Managing Business Finance: Introduction	Tuesday 01/10/13	8	17:30	20:00	Alan Rees	£40.00 (c) £115.00 (f)
DAF1032A13 Credits: 10 Level: 1	Design and Publish an E-Shop Site with Joomla	Tuesday 03/12/13	8	17:30	20:00	Alan Rees	£40.00 (c) £115.00 (f)
DAF13413 Credits: 10 Level: 1	Entrepreneurial Skills and Attitudes	Tuesday 11/02/14	8	17:30	20:00	Alan Rees	£40.00 (c) £115.00 (f)
OPIT0613	Essential IT Skills for Employability	Thursday 19/09/13	1 day	10:00	14:00	Viv Marno	FREE
DAF00513 Credits: 10 Level: 0	Word Processing: Using Word 2007/2010	Thursday 26/09/13	5	10:00	14:00	Viv Marno	£40.00 (c) £115.00 (f)
DAF007C13 Credits: 10 Level: 0	Internet and E-mail	Thursday 07/11/13	5	10:00	14:00	Viv Marno	£40.00 (c) £115.00 (f)
DAF01113 Credits: 10 Level: 0	Excel for Simple Spread Sheets	Thursday 12/12/13	5	10:00	14:00	Viv Marno	£40.00 (c) £115.00 (f)
DAF01913 Credits: 10 Level: 0	Practical Desk Top Publishing	Thursday 30/01/14	5	10:00	14:00	Viv Marno	£40.00 (c) £115.00 (f)

Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF151B13 Credits: 10 Level: 1	Photoshop Techniques 1	Thursday 19/09/13	8	18:00	20:30	Brian Morris	£40.00 (c) £115.00 (f)
DAF168C13 Credits: 10 Level: 1	Photoshop Techniques 2	Thursday 21/11/13	8	18:00	20:30	Brian Morris	£40.00 (c) £115.00 (f)
DAF19713 Credits: 10 Level: 1	Photoshop Techniques 3	Thursday 06/02/14	8	18:00	20:30	Brian Morris	£40.00 (c) £115.00 (f)

Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF059C13 Credits: 10 Level: 0	Word and Managing Files	Tuesday 17/09/13	8	13:30	16:00	Simon Francis	£40.00 (c) £115.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF007D13 Credits: 10 Level: 0	Internet and E-mail	Tuesday 19/11/13	8	13:30	16:00	Simon Francis	£40.00 (c) £115.00 (f)
OPIT1013	Digital Camera Taster	Wednesday 18/09/13	1 day	13:30	16:00	Simon Francis	FREE
DAF061B13 Credits: 10 Level: 0	Working with Digital Images 1 (The Camera)	Wednesday 25/09/13	8	13:30	16:00	Simon Francis	£40.00 (c) £115.00 (f)
DAF038B13 Credits: 10 Level: 0	Working with Digital Images 2 (Introduction to Photoshop)	Wednesday 27/11/13	8	13:30	16:00	Simon Francis	£40.00 (c) £115.00 (f)

Gorseinon Library, 15 West Street, Gorseinon, Swansea, SA4 4AA

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT1113	Introduction to Essential IT Skills	Monday 23/09/13	5	09:30	11:30	Brian Morris	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059D13 Credits: 10 Level: 0	Word and Managing Files	Monday 04/11/13	10	09:30	11:30	Brian Morris	£40.00 (c) £115.00 (f)
DAF007E13 Credits: 10 Level: 0	Internet and E-mail	Monday 03/02/14	10	09:30	11:30	Brian Morris	£40.00 (c) £115.00 (f)
DAF09213 Credits: 10 Level: 0	Selling Online	Monday 12/05/14	10	09:30	11:30	Brian Morris	£40.00 (c) £115.00 (f)

MEWN (Minority Ethnic Women's Network), 24 Mansel Street, Swansea, SA1 5SQ (Women Only Centre)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT1213	Introduction to Essential IT Skills	Friday 20/09/13	5	09:30	11:30	Jessy Daniel	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059E13 Credits: 10 Level: 0	Word and Managing Files	Friday 25/10/13	10	09:30	11:30	Jessy Daniel	£40.00 (c) £115.00 (f)
DAF007F13 Credits: 10 Level: 0	Internet and E-mail	Friday 31/01/14	10	09:30	11:30	Jessy Daniel	£40.00 (c) £115.00 (f)
DAF011A13 Credits: 10 Level: 0	Excel for Simple Spread Sheets	Friday 02/05/14	10	09:30	11:30	Jessy Daniel	£40.00 (c) £115.00 (f)

Morryston Library, Treharne Road, Morryston, Swansea, SA6 7AA

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT1313	Essential IT Skills for Employability	Friday 07/02/14	5	09:30	11:30	Shirley Shakesby	£5.00 (pts) £15.00 (c) £20.00 (f)
OPIT1413	Essential IT Skills for Employability	Friday 04/04/14	5	09:30	11:30	Shirley Shakesby	£5.00 (pts) £15.00 (c) £20.00 (f)

Phoenix Centre, Paradise Park, Powys Avenue, Townhill, Swansea, SA1 6PH

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT1613	Introduction to Essential IT Skills	Thursday 07/11/13	4	09:30	12:30	Brian Morris	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059G13 Credits: 10 Level: 0	Word and Managing Files	Thursday 05/12/13	8	09:30	12:30	Brian Morris	£40.00 (c) £115.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF007H13 Credits: 10 Level: 0	Internet and E-mail	Thursday 20/02/14	8	09:30	12:30	Brian Morris	£40.00 (c) £115.00 (f)

Sketty Park Community Centre, Heather Crescent, Swansea, SA2 8HS

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT2513	Introduction to Essential IT Skills	Thursday 16/01/14	4	09:30	11:30	TBC	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059L13 Credits: 10 Level: 0	Word and Managing Files	Thursday 13/02/14	8	09:30	11:30	TBC	£40.00 (c) £115.00 (f)
DAF007N13 Credits: 10 Level: 0	Internet and E-mail	Thursday 01/05/14	8	09:30	11:30	TBC	£40.00 (c) £115.00 (f)

South Penlan Community Centre, Heol Frank, Penlan, Swansea, SA5 7AH

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT1713	Introduction to Essential IT Skills	Monday 30/09/13	4	12:30	15:00	Brian Morris	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059H13 Credits: 10 Level: 0	Word and Managing Files	Monday 04/11/13	8	12:30	15:00	Brian Morris	£40.00 (c) £115.00 (f)
DAF007J13 Credits: 10 Level: 0	Internet and E-mail	Monday 20/01/14	8	12:30	15:00	Brian Morris	£40.00 (c) £115.00 (f)

South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT1913	Introduction to Essential IT Skills	Tuesday 17/09/13	4	10:00	12:30	Richard Fencott	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059K13 Credits: 10 Level: 0	Word and Managing Files	Tuesday 15/10/13	8	10:00	12:30	Richard Fencott	£40.00 (c) £115.00 (f)
DAF007L13 Credits: 10 Level: 0	Internet and E-mail	Tuesday 07/01/14	8	10:00	12:30	Richard Fencott	£40.00 (c) £115.00 (f)

St Helens Primary School, Vincent Street, Swansea, SA1 3TY

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT1813	Introduction to Essential IT Skills	Wednesday 18/09/13	5	09:00	11:00	Jessy Daniel	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059J13 Credits: 10 Level: 0	Word and Managing Files	Wednesday 23/10/13	10	09:00	11:00	Jessy Daniel	£40.00 (c) £115.00 (f)
DAF007K13 Credits: 10 Level: 0	Internet and E-mail	Wednesday 29/01/14	10	09:00	11:00	Jessy Daniel	£40.00 (c) £115.00 (f)
DAF011B13 Credits: 10 Level: 0	Excel for Simple Spread Sheets	Wednesday 30/04/14	10	09:00	11:00	Jessy Daniel	£40.00 (c) £115.00 (f)

Swansea Job Centre, 37-38 High Street, Swansea, SA1 1LS

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT2013	Essential IT Skills for Employability	Wednesday 02/10/13	6	13:30	15:30	Shirley Shakesby	£5.00 (pts) £15.00 (c) £20.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT2113	Essential IT Skills for Employability	Wednesday 15/01/14	6	13:30	15:30	Shirley Shakesby	£5.00 (pts) £15.00 (c) £20.00 (f)

NEATH PORT TALBOT AREA

Canolfan Maerdy, New Road, Tairgwaith, Ammanford, SA18 1UP

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
FIMM1	Six modules of the Certificate in Further Technology - these can be taken individually						
DAF049A13 Credits: 10 Level: 0	Creating a Multimedia Slideshow	Wednesday 04/09/13	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF09713 Credits: 10 Level: 0	Principles of Design	Wednesday 09/10/13	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF07113 Credits: 10 Level: 0	Making Digital Video: Introduction	Wednesday 20/11/13	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF09413 Credits: 10 Level: 0	Digital Sound/Music: Introduction	Wednesday 08/01/14	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF034A13 Credits: 10 Level: 0	Web Design and Publishing: Introduction	Wednesday 12/02/14	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF092A13 Credits: 10 Level: 0	Selling Online	Wednesday 26/03/14	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
LIFT 1	Three modules of the Certificate in Further Technology						
DAF102913 Credits: 20 Level: 1	Photoshop Editing Using Adobe Creative Suite	Monday 16/09/13	10	10:00	14:30	Suzanne Russell	£80.00 (c) £230.00 (f)
DAF1044B13 Credits: 20 Level: 1	Creative Image Manipulation with Photoshop	Monday 02/12/13	10	10:00	14:30	Suzanne Russell	£80.00 (c) £230.00 (f)
DAF103513 Credits: 20 Level: 1	Use Photoshop to Produce Marketing Materials	Monday 03/03/14	10	10:00	14:30	Suzanne Russell	£80.00 (c) £230.00 (f)

Community Development Centre, Sandfields, Bevin Avenue, Port Talbot, SA12 6JW

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF1029D13 Credits: 10 Level: 1	Photoshop Editing Using Adobe Creative Suite	Monday 07/10/13	20	14:00	16:00	Simon Francis	£80.00 (c) £230.00 (f)

DOVE Workshop, Roman Road, Banwen, Neath, SA10 9LW

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
LIFT 1	Three modules of the Certificate in Further Technology						
DAF1029C13 Credits: 20 Level: 1	Photoshop Editing Using Adobe Creative Suite	Wednesday 18/09/13	10	09:30	14:00	Suzanne Russell	£80.00 (c) £230.00 (f)
DAF1044F13 Credits: 20 Level: 1	Creative Image Manipulation with Photoshop	Wednesday 04/12/13	10	09:30	14:00	Suzanne Russell	£80.00 (c) £230.00 (f)
DAF1035C13 Credits: 20 Level: 1	Use Photoshop to Produce Marketing Materials	Wednesday 05/03/14	10	09:30	14:00	Suzanne Russell	£80.00 (c) £230.00 (f)
FIT	Four modules in Foundation in Technology						
DAF005A13 Credits: 10 Level: 0	Word Processing: Using Word 2007/2010	Thursday 12/09/13	5	09:30	14:00	Simon Francis	£40.00 (c) £115.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF007M13 Credits: 10 Level: 0	Internet and E-mail	Thursday 17/10/13	5	09:30	14:00	Simon Francis	£40.00 (c) £115.00 (f)
DAF011C13 Credits: 10 Level: 0	Excel for Simple Spread Sheets	Thursday 28/11/13	5	09:30	14:00	Simon Francis	£40.00 (c) £115.00 (f)
DAF019A13 Credits: 10 Level: 0	Practical Desk Top Publishing	Thursday 23/01/14	5	09:30	14:00	Simon Francis	£40.00 (c) £115.00 (f)
LIFT 2	Four modules of the Certificate in Further Technology						
DAF103613 Credits: 20 Level: 1	Planning and Creation of Video	Thursday 19/09/13	10	14:30	18:30	Suzanne Russell	£80.00 (c) £230.00 (f)
DAF104513 Credits: 20 Level: 1	Web Design and Publishing employing industry standard software: Introduction	Thursday 05/12/13	10	14:30	18:30	Suzanne Russell	£80.00 (c) £230.00 (f)
DAF103713 Credits: 10 Level: 1	Introduction to Online Marketing including Social Media	Thursday 06/03/14	5	14:30	18:30	Suzanne Russell	£40.00 (c) £115.00 (f)
DAF1012C13 Credits: 10 Level: 1	Joomla the Open Source Web Design Editor	Thursday 10/04/14	5	14:30	18:30	Suzanne Russell	£40.00 (c) £115.00 (f)

Glynneath Library, Park Avenue, Glynneath, SA11 5DW

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT2713	Digital Camera and Multimedia Presentation for PC, TV and Tablets	Tuesday 10/09/13	1 day	14:00	16:30	Howard Jones	FREE

Glynneath Training Centre, Oddfellows Street, Glynneath, SA11 5DB

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
OPIT2213	Digital Camera Taster	Tuesday 17/09/13	4	10:00	12:30	Simon Francis	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF061C13 Credits: 10 Level: 0	Working with Digital Images 1 (The Camera)	Tuesday 15/10/13	8	10:00	12:30	Simon Francis	£40.00 (c) £115.00 (f)
DAF038C13 Credits: 10 Level: 0	Working with Digital Images 2 (Introduction to Photoshop)	Tuesday 07/01/14	8	10:00	12:30	Simon Francis	£40.00 (c) £115.00 (f)
OPIT2313	Digital Camera and Multimedia Presentation for PC, TV and Tablets	Tuesday 17/09/13	4	13:00	15:30	Howard Jones	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF1030A13 Credits: 10 Level: 1	Advanced Slideshows with ProShow Gold	Tuesday 15/10/13	8	13:00	15:30	Howard Jones	£40.00 (c) £115.00 (f)
DAF168D13 Credits: 10 Level: 1	Photoshop Techniques 2	Tuesday 07/01/14	8	13:00	15:30	Howard Jones	£40.00 (c) £115.00 (f)
DAF104213 Credits: 10 Level: 1	Advanced Slideshows with ProShow Gold - Part 2	Tuesday 11/03/14	8	13:00	15:30	Howard Jones	£40.00 (c) £115.00 (f)
OPIT2413	Digital Camera and Multimedia Presentation for PC, TV and Tablets	Tuesday 17/09/13	4	17:30	20:00	Howard Jones	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF1044C13 Credits: 20 Level: 1	Creative Image Manipulation with Photoshop	Tuesday 15/10/13	16	17:30	20:00	Howard Jones	£80.00 (c) £230.00 (f)
DAF103113 Credits: 10 Level: 1	Digital Photo Restoration: Part 2	Tuesday 11/03/14	8	17:30	20:00	Howard Jones	£40.00 (c) £115.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF104113 Credits: 10 Level: 1	Graphics and Illustration with Vector Graphic Software	Tuesday 20/05/14	8	17:30	20:00	Howard Jones	£40.00 (c) £115.00 (f)
DAF102813 Credits: 10 Level: 1	Digital Photo Restoration	Wednesday 18/09/13	8	18:00	20:30	Simon Francis	£40.00 (c) £115.00 (f)
DAF1031A13 Credits: 10 Level: 1	Digital Photo Restoration: Part 2	Wednesday 20/11/13	8	18:00	20:30	Simon Francis	£40.00 (c) £115.00 (f)

CARMARTHENSHIRE AREA

Black Mountain Centre (Brynaman Community Centre), Cwm Garw Road, Brynaman, SA18 1BU

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
LIFT 1	Three modules of the Certificate in Further Technology						
DAF1029A13 Credits: 20 Level: 1	Photoshop Editing Using Adobe Creative Suite	Wednesday 18/09/13	10	10:00	14:30	Nader Salam	£80.00 (c) £230.00 (f)
DAF1044D13 Credits: 20 Level: 1	Creative Image Manipulation with Photoshop	Wednesday 04/12/13	10	10:00	14:30	Nader Salam	£80.00 (c) £230.00 (f)
DAF1035A13 Credits: 20 Level: 1	Use Photoshop to Produce Marketing Materials	Wednesday 05/03/14	10	10:00	14:30	Nader Salam	£80.00 (c) £230.00 (f)
DIFT 2	Three modules of the Diploma in Multimedia and Web 2						
DAF23613 Credits: 20 Level: 2	Practical Marketing and Business Communication (including Social Networking)	Thursday 19/09/13	10	10:00	14:30	Nader Salam	£80.00 (c) £230.00 (f)
DAF23713 Credits: 20 Level: 2	Workplace Analysis and Production of Relevant E-shop and Marketing Strategy	Thursday 05/12/13	10	10:00	14:30	Nader Salam	£80.00 (c) £230.00 (f)
DAF22713 Credits: 20 Level: 2	Planning, Management and Organisation of Projects within Teams	Thursday 13/03/14	10	10:00	14:30	Nader Salam	£80.00 (c) £230.00 (f)
FIMM 2	Five modules of the Certificate in Multimedia						
DAF005B13 Credits: 10 Level: 0	Word Processing: Using Word 2007/2010	Tuesday 03/09/13	5	09:30	13:30	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF038D13 Credits: 10 Level: 0	Working with Digital Images 2 (Introduction to Photoshop)	Tuesday 08/10/13	5	09:30	13:30	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF06213 Credits: 10 Level: 0	Digital Camera - Photojournalism	Tuesday 19/11/13	5	09:30	13:30	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF019B13 Credits: 10 Level: 0	Practical Desktop Publishing	Tuesday 07/01/14	5	09:30	13:30	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF09613 Credits: 20 Level: 0	Producing a Project using Specific Multimedia Applications	Tuesday 11/02/14	10	09:30	13:30	Wendy McLoughlin	£80.00 (c) £230.00 (f)

Llandeilo Community Education Centre, (off Heol y Garreg), Stryd Rhosmaen, Llandeilo, SA19 6LU

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF038E13 Credits: 10 Level: 0	Working with Digital Images 2 (Introduction to Photoshop)	Tuesday 17/09/13	8	19:00	21:30	Steven Morgan	£40.00 (c) £115.00 (f)
DAF151C13 Credits: 10 Level: 1	Photoshop Techniques 1	Tuesday 07/01/14	8	19:00	21:30	Steven Morgan	£40.00 (c) £115.00 (f)
DAF168E13 Credits: 10 Level: 1	Photoshop Techniques 2	Tuesday 01/04/14	8	19:00	21:30	Steven Morgan	£40.00 (c) £115.00 (f)

Llandybie Public Memorial Hall, Woodfield Road, Llandybie, SA18 3UR							
Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
DAF1012D13 Credits: 10 Level: 1	Joomla the Open Source Web Design Editor	Wednesday 11/09/13	8	18:00	20:30	Alan Rees	£40.00 (c) £115.00 (f)
DAF1024B13 Credits: 10 Level: 1	Joomla Website Creation Part 2	Wednesday 13/11/13	8	18:00	20:30	Alan Rees	£40.00 (c) £115.00 (f)

Menter Cwm Gwendraeth, 11-15 Coalbrook Road, Pontyberem, Llanelli, SA15 5HU							
Course ID	Course Name	State Date	Weeks	Start Time	End Time	Tutor	Cost
LIFT 2	Four modules of the Certificate in Further Technology						
DAF1036A13 Credits: 20 Level: 1	Planning and Creation of Video	Monday 09/09/13	10	09:00	13:30	Alison Llewelyn	£80.00 (c) £230.00 (f)
DAF1045A13 Credits: 20 Level: 1	Web Design and Publishing employing industry standard software: Introduction	Monday 25/11/13	10	09:00	13:30	Alison Llewelyn	£80.00 (c) £230.00 (f)
DAF1037A13 Credits: 10 Level: 1	Introduction to Online Marketing including Social Media	Monday 03/03/13	5	09:00	13:30	Alison Llewelyn	£40.00 (c) £115.00 (f)
DAF1012E13 Credits: 10 Level: 1	Joomla the Open Source Web Design Editor	Monday 07/04/14	5	09:00	13:30	Alison Llewelyn	£40.00 (c) £115.00 (f)
LIFT 2	Four modules of the Certificate in Further Technology						
DAF1036B13 Credits: 20 Level: 1	Planning and Creation of Video	Tuesday 10/09/13	10	09:00	13:30	Alison Llewelyn	£80.00 (c) £230.00 (f)
DAF1045B13 Credits: 20 Level: 1	Web Design and Publishing employing industry standard software: Introduction	Tuesday 26/11/13	10	09:00	13:30	Alison Llewelyn	£80.00 (c) £230.00 (f)
DAF1037B13 Credits: 10 Level: 1	Introduction to Online Marketing including Social Media	Tuesday 04/03/14	5	09:00	13:30	Alison Llewelyn	£40.00 (c) £115.00 (f)
DAF1012F13 Credits: 10 Level: 1	Joomla the Open Source Web Design Editor	Tuesday 08/04/14	5	09:00	13:30	Alison Llewelyn	£40.00 (c) £115.00 (f)
FIMM 2	Five modules of the Certificate in Multimedia						
DAF005C13 Credits: 10 Level: 0	Word Processing: Using Word 2007/2010	Thursday 05/09/13	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF038F13 Credits: 10 Level: 0	Working with Digital Images 2 (Introduction to Photoshop)	Thursday 10/10/13	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF062A13 Credits: 10 Level: 0	Digital Camera – Photojournalism	Thursday 21/11/13	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF019C13 Credits: 10 Level: 0	Practical Desktop Publishing	Thursday 16/01/14	5	10:00	14:00	Wendy McLoughlin	£40.00 (c) £115.00 (f)
DAF096A13 Credits: 10 Level: 0	Producing a Project using Specific Multimedia Applications	Thursday 20/02/14	10	10:00	14:00	Wendy McLoughlin	£80.00 (c) £230.00 (f)
LIFT 1	Three modules of the Certificate in Further Technology						
DAF1029B13 Credits: 210 Level: 1	Photoshop Editing Using Adobe Creative Suite	Friday 13/09/13	10	09:30	14:00	Alison Llewelyn	£80.00 (c) £230.00 (f)
DAF1044E13 Credits: 20 Level: 1	Creative Image Manipulation with Photoshop	Friday 29/11/13	10	09:30	14:00	Alison Llewelyn	£80.00 (c) £230.00 (f)

DAF1035B13 Credits: 20 Level: 1	Use Photoshop to Produce Marketing Materials	Friday 07/03/14	10	09:30	14:00	Alison Llewelyn	£80.00 (c) £230.00 (f)
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CWRSIAU A DDARPERIR DRWY GYMRAEG AC SAESNEG/ COURSES TAUGHT BILINGUALLY, IN WELSH AND ENGLISH

Menter Cwm Gwendraeth, 11-15 Coalbrook Road, Pontyberem, Llanelli, SA15 5HU

Course ID/ Cwrs ID	Course Name/ Enw Cwrs	State Date/ Dyddiad Dechrau	Weeks/ Wythnos	Start Time/ Amser Dechrau	End Time/ Amser Gorffen	Tutor/ Tiwtor	Cost/ Cost
OPITWB0113	Introduction to Essential IT Skills/ Cyflwyniad i Sgiliau TG Hanfodol	Monday/ Dydd Llun 02/09/13	4	18:00	20:30	Alan Jones	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059WB13 Credits/Credyd: 10 Level/Lefel: 0	Word and Managing Files/ Word a Rheoli Ffeiliau	Monday/ Dydd Llun 30/09/13	8	18:00	20:30	Alan Jones	£40.00 (c) £115.00 (f)
DAF007WB13 Credits/Credyd: 10 Level/Lefel: 0	Internet and E-mail / Y rhyngwyd ac e-bost	Monday/ Dydd Llun 02/12/13	8	18:00	20:30	Alan Jones	£40.00 (c) £115.00 (f)
OPITWB0213	Introduction to Essential IT Skills/ Cyflwyniad i Sgiliau TG Hanfodol	Tuesday/ Dydd Mawrth 07/01/14	4	18:00	20:30	Alan Jones	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059WBA13 Credits/Credyd: 10 Level/Lefel: 0	Word and Managing Files/ Word a Rheoli Ffeiliau	Tuesday/ Dydd Mawrth 04/02/14	8	18:00	20:30	Alan Jones	£40.00 (c) £115.00 (f)
DAF007WBA13 Credits/Credyd: 10 Level/Lefel: 1	Internet and E-mail/ Y rhyngwyd ac e-bost	Tuesday/ Dydd Mawrth 08/04/14	8	18:00	20:30	Alan Jones	£40.00 (c) £115.00 (f)
DAF151WB13 Credits/Credyd: 10 Level/Lefel: 1	Photoshop Techniques 1/ Technegau Photoshop 1	Wednesday/ Dydd Mercher 04/09/13	8	09:30	12:00	Alan Jones	£40.00 (c) £115.00 (f)
DAF168WB13 Credits/Credyd: 10 Level/Lefel: 1	Photoshop Techniques 2/ Technegau Photoshop 2	Wednesday/ Dydd Mercher 06/11/13	8	09:30	12:00	Alan Jones	£40.00 (c) £115.00 (f)
DAF197WB13 Credits/Credyd: 10 Level/Lefel: 1	Photoshop Techniques 3/ Technegau Photoshop 3	Wednesday/ Dydd Mercher 22/01/14	8	09:30	12:00	Alan Jones	£40.00 (c) £115.00 (f)
DAF198WB13 Credits/Credyd: 10 Level/Lefel: 1	Photoshop Techniques 4/ Technegau Photoshop 4	Wednesday/ Dydd Mercher 26/03/14	8	09:30	12:00	Alan Jones	£40.00 (c) £115.00 (f)
DAF061WB13 Credits/Credyd: 10 Level/Lefel: 0	Working with Digital Images 1 (The Camera)/Gweithio gyda Lluniau Digidol 1 (Y Camera)	Thursday/ Dydd Iau 05/09/13	8	18:00	20:30	Alan Jones	£40.00 (c) £115.00 (f)
DAF038WB13 Credits/Credyd: 10 Level/Lefel: 0	Working with Digital Images 2 (Introduction to Photoshop)/ Gweithio gyda Lluniau Digidol 2 (Golygu-Ffotograffau)	Thursday/ Dydd Iau 07/11/13	8	18:00	20:30	Alan Jones	£40.00 (c) £115.00 (f)
DAF151WBA13 Credits/Credyd: 10 Level/Lefel: 1	Photoshop Techniques 1/ Technegau Photoshop 1	Thursday/ Dydd Iau 23/01/14	8	18:00	20:30	Alan Jones	£40.00 (c) £115.00 (f)
DAF168WBA13 Credits/Credyd: 10 Level/Lefel: 1	Photoshop Techniques 2/ Technegau Photoshop 2	Thursday/ Dydd Iau 27/03/14	8	18:00	20:30	Alan Jones	£40.00 (c) £115.00 (f)
OPITWB0313	Introduction to Essential IT Skills/ Cyflwyniad i Sgiliau TG Hanfodol	Friday/ Dydd Gwener 06/09/13	4	13:30	16:00	Alan Jones	£5.00 (pts) £15.00 (c) £20.00 (f)
DAF059WBB13 Credits/Credyd: 10 Level/Lefel: 0	Word and Managing Files/Word a Rheoli Ffeiliau	Friday/ Dydd Gwener 04/10/13	8	13:30	16:00	Alan Jones	£40.00 (c) £115.00 (f)
DAF007WBB13 Credits/Credyd: 10 Level/Lefel: 0	Internet and E-mail / Y rhyngwyd ac e-bost	Friday/ Dydd Gwener 06/12/13	8	13:30	16:00	Alan Jones	£40.00 (c) £115.00 (f)

Course Descriptions

Pathways and Taster Courses (OPIT):

- **Close up Photography Taster (Ty'r Blodau).** Techniques for capturing plants and insects. Skills and techniques for botanists or horticulturalists and anyone whose work or interests requires close up camera work.
- **Digital Camera and Multimedia Presentation for PC, TV and Tablets.** An introduction to our range of multimedia courses that start from digital camera, how to use the full range of camera features and transfer the images to PC. Then using Photoshop, how to manipulate the images for printing, web or slide shows. How to incorporate sound, music, photos, video clips and narrative with professional results. You will be given guidance on the best course for you.
- **Digital Camera Taster.** Get an overview of the main functions of your camera and how to transfer images easily from camera to PC for enhancement and printing.
- **E-Presence.** Using blogs or social networking to market a project or small business. E-presence skills are essential for businesses, societies and community organisations, and creative professionals. E-Presence is increasingly the preferred route for publicity and marketing for small and large enterprises. This module will get you launched.
- **Essential IT Skills for Employability.** Computer literacy is needed to participate in today's job market, these four or five sessions will familiarise you with a PC and the terminology. Use a browser to access and navigate job related websites (www.gov.uk; www.swansea.gov.uk) Use Favourites/Bookmark facility, use e-mail with attachments. Advice and help in drafting/improving CVs.
- **Introduction to Essential IT Skills.** Four or five sessions for those who have not used a computer at all - or barely so - a gentle introduction to the keyboard, simple word processing, saving and recalling your work and a taste of the internet. If you wish to progress, the taster is followed by two or three accredited modules that teach the principles of Word, File Management, the Internet and Spread Sheets.
- **Tablet PC Taster.** Four sessions to get an overview of Tablet PCs, I-pads, Androids and Book Readers. How to get data on them and how to optimise your images, video-clips and slide shows to display on them. Ideal if you're about to buy one or have recently bought one and are still learning how to use it.
- **Web Design Taster.** Introduces you to the elements of a simple web page: considering design, styling text, optimising images, creating links and managing html using Dreamweaver.

HE Accredited Modules Level 0 (DAF):

- **Creating a Multimedia Slideshow.** Further presentation skills and photo-editing techniques. Make the most of your images by combining them with narrative, sounds and effects. Ideal for family history or local history material.
- **Digital Camera - Photojournalism.** Improve your photography of people and animals, landscape and buildings, wild life, natural environments and close up and still life and copies/reproductions. Techniques for zoom and perspective, depth of field and focus control, filters and effects, lighting, printing and presentation options.
- **Digital Sound/Music: Introduction.** Download sound files from the internet and using Audacity, learn how to edit files and record your own, creating podcasts.
- **Excel for Simple Spread Sheets.** Get your accounts organised with Excel. Enter text and numbers, set up the spread sheet to calculate for you, use simple functions to save you time and effort. Create and print charts to illustrate your figures.
- **Internet and E-mail.** Learn how to research on the internet, use online resources to find spare parts, save money, access local information, engage with politics or receive and pay bills online. Also use email fully and include material from the internet in your Word documents and send documents attached to your email.
- **Introduction to Digital Illustration.** The module will explore the techniques for creating Vector and Bitmap images, comparing Adobe Illustrator or Inkscape (free software) with Adobe Photoshop/Elements. Starting with Line Art, creative use of text and logos to produce complex designs.
- **Making Digital Video: Introduction.** Using freely available software, create and edit your own videos, adding sound and effects.
- **Managing Business Finance: Introduction.** Planning to start your own business? Before you face the Dragon's Den you need to understand terms like cash flow, profit and loss statement. After this module you will be able to produce your own balance sheet with ease.
- **Practical Desk Top Publishing.** Learn how to make posters, leaflets and business cards, the creative side of producing documents. Combine text and illustration to make an attractive newsletter.
- **Presentations using PowerPoint Slide Shows.** An easy to use and powerful program for presenting ideas and images in sequence. Ideal for family history or local history material.
- **Principles of Design.** Produce and present a multimedia project around a chosen theme, using a web-site, video or portfolio of graphics. Include at least three media linked to the theme.
- **Producing a Project using Specific Multimedia Applications.** Creatively combines the various media that you have learnt to manage - visual - both video and stills, sound - music/voice recordings and text into a final document. It could be a website, video or portfolio of graphics.
- **Selling Online.** Selling online provides additional income for many households. In this module you will learn about pricing and marketing and how to set up and manage an online shop using the systems provided by sellers such as eBay or Amazon. Photographing and describing your items.
- **Web Design and Publishing: Introduction.** Web design using simple HTML and an editor. Includes styling and layout, inserting optimised images, Hyperlinks and website assembly. Introduction to publishing a website remotely.
- **Word and Managing Files.** Become confident in saving,

organising and retrieving your files before you try to do anything else with IT. This module will show you how to organise your files, whether they are photos or text documents and to produce producing professional looking documents. This module is a necessary grounding for those who want to start digital photography or multimedia but aren't familiar with using a computer.

- **Word Processing: Using Word 2007/2010.** You need to be confident in saving, organising and retrieving your files before you try to do anything else with IT. This module will show you how to organise your files, whether they are photos or text documents and to produce professional looking documents.
- **Working with Digital Images 1 (The Camera).** Understand the camera and other equipment, how to fully use all the features, how to manage and transfer your images and how to share and present images.
- **Working with Digital Images 2 (Introduction to Photoshop).** How to improve photos and pictures and put them in documents, optimise your scans and learn the basics of photo editing, use the clone tool to repair old photos and enhance new ones. Introductory Photo-editing.

HE Accredited Modules Level 1 (DAF/DAL):

- **Advanced Slideshows with ProShow Gold.** Share your most precious memories with slideshow software. Easily combine your photos, video clips and music to create personalised slideshows to share with friends and family in your living room or across the world.
- **Advanced Slideshows with ProShow Gold: Part 2.** More advanced use of ProShow Gold incorporating Photoshop prepared images to introduce complex visual effects using layers and slide styles. Advanced techniques for Pan and Zoom, panorama sequences, caption and title effects. Video clips and animated Gifs and optimisation of images.
- **Capturing Lives.** The advanced information technology skills required to combine information held in different formats such as text, images, voice and music into one presentation. Ideal for local and family history projects. Software used varies from centre to centre.
- **Creative Image Manipulation with Photoshop.** Photo-editing with the emphasis on both creativity and experimentation. These will be achieved through the use of montage and collage. Scanned material will provide the raw material needed for creative expression. The third aspect of the programme will be the printing out of artwork that has been transformed on-screen as hard copy (printed images). Students should have a working knowledge of Adobe Photoshop Elements.
- **Design and Publish an E-Shop Site with Joomla.** Practical skills to create and run an e-shop, using Joomla.
- **Digital Photo Restoration.** Scan your old photos or images and using Photoshop, repair tears or creases and edit our unwanted objects-relatives and refresh the colour, print in a larger size.
- **Digital Photo Restoration: Part 2.** More advanced techniques to repair tears or creases and faded colours.

You can edit out unwanted objects, refresh the colour, print in a larger size and add frames.

- **Entrepreneurial Skills and Attitudes.** Planning to start your own business? Find out what skills you need to cultivate and what help there is available. Businesses are as individual as their owners; choose the model that suits you.
- **Graphics and Illustration with Vector Graphic Software.** Using Adobe Illustrator or Inkscape produce graphics using paths with handles and nodes (Beziers). Auto trace from Bitmap to vector, carry out complex transformation and blending of graphic and text effects to produce complex art work from your own simple Line Art. Good general IT skills needed.
- **Introduction to Online Marketing including Social Media.** General marketing principles and the contemporary application of them to online marketing, including the use of social media and a range of channels including mobile devices.
- **Joomla the Open Source Web Design Editor.** Dynamic web design using CMS, Joomla open source software. A powerful database management system that includes MySQL and PHP server-side scripting language for creating dynamic and interactive websites. To quote a student "don't be put off by the long technical terms because basically a content management system is a program that builds you a very high quality website but without you having to know how to input all the complex coding".
- **Joomla Website Creation Part 2.** For those who have a basic Joomla website up and running, learn what additional features you can achieve, and which ones to avoid.
- **Photoshop Editing Using Adobe Creative Suite.** This module has been designed to enable the student to use a variety of techniques to manipulate and modify images using Adobe Creative Suite.
- **Photoshop Techniques 1.** The module has been designed to enable the student to use a variety of techniques to manipulate and modify images using Adobe Photoshop. The emphasis will be on photo repair and retouching procedures from scanned photographs and other digital files. Colour editing methods including colorizing and re-colouring black and white photos. Transforming images, working with layers and producing composites. Re-sampling, resizing and optimising your images for print or screen output. The history and development of these techniques.
- **Photoshop Techniques 2.** Further techniques including filters, layering, blending, channels, colour controls, texture and lighting effects actions and image stitching. (Using Adobe Photoshop or Elements).
- **Photoshop Techniques 3.** Experiment with techniques already learnt and produce practical outputs such as CD cover designs, developing more advanced skills in layout, design and presentation.
- **Photoshop Techniques 4.** Produce outputs such as web galleries, scrapbooks and albums.
- **Planning and Creation of Video.** Plan your video: outline

and storyboard the sequence, know what light and angles you want and who is doing what. Know your camera and basic capture techniques.

- **Use Photoshop to Produce Marketing Materials.** Create a range of images using advanced functions and further develop skills to produce high photo quality output files using Adobe Creative Suite or equivalent software. Apply these skills to a practical business project.
- **Web Design and Publishing employing industry standard software: Introduction.** This module has been designed to enable students to carry out a Web design project for a client including layout, formatting, optimisation, embedding digital media, publishing and managing the website, using industry standard software e.g. Dreamweaver.
- **Web Design using Dreamweaver Part 1.** An introduction to web design, using the industry standard software. On this module you will use the elements of text, optimized images, hyperlinks, tables and templates to create your website. You will edit HTML codes and publish and manage the finished product.
- **Web Design using Dreamweaver Part 2.** This module uses more advanced elements of web design including frames and framesets, forms, adding graphics and media, sounds, movies and media objects. An introduction to style sheets, rollovers and other interactive elements.

Using objects, commands and other time-saving features and managing and publishing sites.

- **Web Presence for the Non-Technical.** Learn how to create a web site for a society, community or personal project without technical knowledge other than basic computer skills. You will learn how to use the templates and other tools provided by most internet service providers.
- **Working with Digital RAW Format Images.** A high quality photograph, in RAW format offers more control and flexibility to the photographer in developing their images. This module will take you through the processes of working with this medium. Students need to be familiar with Photo-editing.

HE Accredited Modules Level 2 (DAF):

- **Planning, Management and Organisation of Projects within Teams.** Sharpen up your organisation and management skills. Plan, execute and evaluate a team project using a range of standard management tools.
- **Practical Marketing and Business Communication (including Social Networking).** The module explores online business communication including mass mail, video conferencing and social media.
- **Workplace Analysis and Production of Relevant E-shop and Marketing Strategy.** Does your business need a marketing strategy that includes e-selling? Design, create and evaluate an appropriate E-shop and marketing plan.

INTRODUCTION TO STUDYING

Contact Claire Bannister, c.bannister@swansea.ac.uk, 01792 295464

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPIS0113	Introduction to Studying	Wednesday 18/09/13	6	10:00	12:00	Glynneath Training Centre, Oddfellows Street, Glynneath, SA11 5DB	Carole Butler	FREE

This is a FREE introductory short course to help you take the first steps back into learning. The course combines a variety of tasters in interesting subjects such as history, creative writing, counselling, philosophy, psychology, sociology and science, spirituality and health. The course is for individuals who have been out of education for a while and who are

looking to return to learn. It aims to develop confidence and self-esteem to enable individuals to take those first steps back to learning. There will also be the opportunity to receive careers and educational guidance during the course.

LANGUAGES

Contact Kathryn Harris, k.harris@swansea.ac.uk, 01792 295787

LANGUAGES are offered at the following levels:

- **Pathways and Taster Courses:** (Course ID starting OPL). These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies to an accredited module.
- **HE Accredited Modules:** (Course ID starting DAE). These are formally assessed, HE credit bearing modules. The credits achieved can be used towards a Certificate of Higher Education. See page 10 for more information.

PATHWAYS, TASTER COURSES AND ACCREDITED MODULES
ARABIC

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPL1313	Arabic Taster	Wednesday 02/04/14	10	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	TBC	£5.00 (pts) £30.00 (c) £40.00 (f)
DAE15013 Credits: 10 Level: 1	Arabic Stage 1 Part 1	Wednesday 09/10/13	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	TBC	£40.00 (c) £115.00 (f)
DAE15113 Credits: 10 Level: 1	Arabic Stage 1 Part 2	Wednesday 15/01/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	TBC	£40.00 (c) £115.00 (f)

CHINESE

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPL0713	Chinese Taster	Tuesday 01/10/13	10	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Cynthia Jiang	£5.00 (pts) £30.00 (c) £40.00 (f)
OPL0613	Chinese Taster	Wednesday 02/10/13	10	13:00	15:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Cynthia Jiang	£5.00 (pts) £30.00 (c) £40.00 (f)
	Chinese Stage 1 Part 1	Tuesday 14/01/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Cynthia Jiang	£40.00 (c) £115.00 (f)
DAE15513 Credits: 10 Level: 1	Chinese Stage 1 Part 1	Wednesday 15/01/14	11	13:00	15:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Cynthia Jiang	£40.00 (c) £115.00 (f)
	Chinese Stage 1 Part 2	Tuesday 02/04/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Cynthia Jiang	£40.00 (c) £115.00 (f)
DAE15613 Credits: 10 Level: 1	Chinese Stage 1 Part 2	Wednesday 03/04/14	11	13:00	15:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Cynthia Jiang	£40.00 (c) £115.00 (f)

FRENCH

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPL0213	French Taster	Thursday 03/10/13	10	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Dulcie Engel	£5.00 (pts) £30.00 (c) £40.00 (f)
OPL0313	French Taster	Monday 07/10/13	10	10:00	12:00	Penclawdd Community Hall, Banc Bach, Penclawdd, SA4 3FJ	Sandrine Perkins	£5.00 (pts) £30.00 (c) £40.00 (f)
OPL0413	French Taster	Monday 07/10/13	10	TBC	TBC	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Serge Engamba	£5.00 (pts) £30.00 (c) £40.00 (f)
OPL0113	French Taster	Tuesday 08/10/13	10	18:30	20:30	Canolfan y Bont, 28 Dulais Road, Pontarddulais, SA4 8PA	Serge Engamba	£5.00 (pts) £30.00 (c) £40.00 (f)

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPL1913	French Taster	Thursday 10/10/13	10	14:30	16:30	SBREC (Swansea Bay Racial Equality Council), 3rd Floor Grove House, Grove Place, Swansea, SA1 5DF	Serge Engamba	£5.00 (pts) £30.00 (c) £40.00 (f)
DAE11013 Credits: 10 Level: 1	French Stage 1 Part 1	Monday 07/10/13	11	13:00	15:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Sandrine Perkins	£40.00 (c) £115.00 (f)
DAE110A13 Credits: 10 Level: 1	French Stage 1 Part 1	Monday 06/01/14	11	10:00	12:00	Penclawdd Community Hall, Banc Bach, Penclawdd, SA4 3FJ	Sandrine Perkins	£40.00 (c) £115.00 (f)
DAE110C13 Credits: 10 Level: 1	French Stage 1 Part 1	Tuesday 14/01/13	11	18:30	20:30	Canolfan y Bont, 28 Dulais Road, Pontarddulais, SA4 8PA	Serge Engamba	£40.00 (c) £115.00 (f)
DAE110B13 Credits: 10 Level: 1	French Stage 1 Part 1	Thursday 16/01/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Dulcie Engel	£40.00 (c) £115.00 (f)
DAE11113 Credits: 10 Level: 1	French Stage 1 Part 2	Monday 06/01/14	11	13:00	15:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Sandrine Perkins	£40.00 (c) £115.00 (f)
DAE111B13 Credits: 10 Level: 1	French Stage 1 Part 2	Tuesday 01/04/13	11	18:30	20:30	Canolfan y Bont, 28 Dulais Road, Pontarddulais, SA4 8PA	Serge Engamba	£40.00 (c) £115.00 (f)
DAE111A13 Credits: 10 Level: 1	French Stage 1 Part 2	Thursday 03/04/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Dulcie Engel	£40.00 (c) £115.00 (f)
DAE12613 Credits: 10 Level: 1	French Stage 2 Part 1	Wednesday 02/10/13	11	10:00	12:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Sandrine Perkins	£40.00 (c) £115.00 (f)
DAE12713 Credits: 10 Level: 1	French Stage 2 Part 2	Wednesday 08/01/14	11	10:00	12:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Sandrine Perkins	£40.00 (c) £115.00 (f)
DAE15713 Credits: 10 Level: 1	French Stage 3 Part 1	Tuesday 01/10/13	11	13:00	15:00	Linden Christian Centre, Elm Grove Road, West Cross, Swansea, SA3 5LD	Sandrine Perkins	£40.00 (c) £115.00 (f)
DAE15813 Credits: 10 Level: 1	French Stage 3 Part 2	Tuesday 07/01/14	11	13:00	15:00	Linden Christian Centre, Elm Grove Road, West Cross, Swansea, SA3 5LD	Sandrine Perkins	£40.00 (c) £115.00 (f)
DAE02013 Credits: 20 Level: 0	French Stage 4	Friday 04/10/13	27	13:30	15:30	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Sandrine Perkins	£80.00 (c) £230.00 (f)
DAE04913 Credits: 20 Level: 0	French Stage 6	Wednesday 02/10/13	27	13:00	15:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Sandrine Perkins	£80.00 (c) £230.00 (f)

GERMAN								
Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAE112A13 Credits: 10 Level: 1	German Stage 1 Part 1	Tuesday 02/10/13	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Claudia Mollzahn	£40.00 (c) £115.00 (f)
DAE11213 Credits: 10 Level: 1	German Stage 1 Part 1	Tuesday 29/10/13	11	15:00	17:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Gaby Cablitiz	£40.00 (c) £115.00 (f)
DAE113A13 Credits: 10 Level: 1	German Stage 1 Part 2	Tuesday 14/01/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Claudia Mollzahn	£40.00 (c) £115.00 (f)
DAE11313 Credits: 10 Level: 1	German Stage 1 Part 2	Tuesday 04/02/14	11	15:00	17:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Gaby Cablitiz	£40.00 (c) £115.00 (f)
DAE13213 Credits: 10 Level: 1	German Stage 2 Part 1	Tuesday 01/04/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Claudia Mollzahn	£40.00 (c) £115.00 (f)
DAE15313 Credits: 10 Level: 1	German Stage 3 Part 1	Thursday 10/10/13	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Claudia Mollzahn	£40.00 (c) £115.00 (f)
DAE15413 Credits: 10 Level: 1	German Stage 3 Part 2	Thursday 16/01/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Claudia Mollzahn	£40.00 (c) £115.00 (f)
DAE02413 Credits: 20 Level: 0	German Stage 4	Tuesday 29/10/13	27	18:00	20:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Gaby Cablitiz	£80.00 (c) £230.00 (f)
DAE03913 Credits: 20 Level: 0	German Stage 5	Tuesday 29/10/13	27	12:00	14:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Gaby Cablitiz	£80.00 (c) £230.00 (f)
DAE14113 Credits: 10 Level: 1	Aspects of German Culture and Language	Wednesday 09/10/13	20	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Dagmar Kienlein	£40.00 (c) £115.00 (f)

ITALIAN								
Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAE116A13 Credits: 10 Level: 1	Italian Stage 1 Part 1	Wednesday 09/10/13	11	14:00	16:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Adriana Rizzo- Dunnage	£40.00 (c) £115.00 (f)
DAE11613 Credits: 10 Level: 1	Italian Stage 1 Part 1	Thursday 10/10/13	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Giuseppina Nicastro- Walters	£40.00 (c) £115.00 (f)
DAE117A13 Credits: 10 Level: 1	Italian Stage 1 Part 2	Wednesday 15/01/14	11	14:00	16:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Adriana Rizzo- Dunnage	£40.00 (c) £115.00 (f)
DAE11713 Credits: 10 Level: 1	Italian Stage 1 Part 2	Thursday 16/01/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Giuseppina Nicastro- Walters	£40.00 (c) £115.00 (f)

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAE12813 Credits: 10 Level: 1	Italian Stage 2 Part 1	Thursday 03/04/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Giuseppina Nicastro- Walters	£40.00 (c) £115.00 (f)
DAE12913 Credits: 10 Level: 1	Italian Stage 2 Part 2	Tuesday 08/10/13	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Giuseppina Nicastro- Walters	£40.00 (c) £115.00 (f)
DAE15913 Credits: 10 Level: 1	Italian Stage 3 Part 1	Tuesday 14/01/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Giuseppina Nicastro- Walters	£40.00 (c) £115.00 (f)
DAE16013 Credits: 10 Level: 1	Italian Stage 3 Part 2	Tuesday 01/04/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Giuseppina Nicastro- Walters	£40.00 (c) £115.00 (f)
DAE02813 Credits: 20 Level: 0	Italian Stage 4	Wednesday 09/10/13	27	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Giuseppina Nicastro- Walters	£80.00 (c) £230.00 (f)
DAE04113 Credits: 20 Level: 0	Italian Stage 5	Monday 07/10/13	27	14:00	16:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Adriana Rizzo- Dunnage	£80.00 (c) £230.00 (f)

JAPANESE								
Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAE12413 Credits: 10 Level: 1	Japanese Stage 1 Part 1	Wednesday 09/10/13	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Mari Okumura	£40.00 (c) £115.00 (f)
DAE124A13 Credits: 10 Level: 1	Japanese Stage 1 Part 1	Wednesday 15/01/14	11	16:30	18:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Mari Okumura	£40.00 (c) £115.00 (f)
DAE12513 Credits: 10 Level: 1	Japanese Stage 1 Part 2	Wednesday 15/01/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Mari Okumura	£40.00 (c) £115.00 (f)
DAE125A13 Credits: 10 Level: 1	Japanese Stage 1 Part 2	Wednesday 02/04/14	11	16:30	18:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Mari Okumura	£40.00 (c) £115.00 (f)
DAE142A13 Credits: 10 Level: 1	Japanese Stage 2 Part 1	Monday 07/10/13	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Mari Okumura	£40.00 (c) £115.00 (f)
DAE14213 Credits: 10 Level: 1	Japanese Stage 2 Part 1	Wednesday 02/04/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Mari Okumura	£40.00 (c) £115.00 (f)
DAE14313 Credits: 10 Level: 1	Japanese Stage 2 Part 2	Monday 13/01/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Mari Okumura	£40.00 (c) £115.00 (f)
DAE16113 Credits: 10 Level: 1	Japanese Stage 3 Part 1	Monday 31/03/14	11	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Mari Okumura	£40.00 (c) £115.00 (f)

LATIN								
Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPL1413	A Taste of Latin	Wednesday 03/10/13	10	18:00	20:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Nick D'Alconzo	£5.00 (pts) £30.00 (c) £40.00 (f)

PORTUGUESE								
Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPL0813	Portuguese Taster	Wednesday 02/10/13	10	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Adriana Beddows	£5.00 (pts) £30.00 (c) £40.00 (f)
OPL0913	Portuguese Taster	Thursday 03/10/13	10	18:30	20:30	Resolven ICC, Ynysfach Primary School, Resolven, Neath, SA11 4AB	Adriana Beddows	£5.00 (pts) £30.00 (c) £40.00 (f)
DAE11813 Credits: 10 Level: 1	Portuguese Stage 1 Part 1	Wednesday 15/01/14	11	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Adriana Beddows	£40.00 (c) £115.00 (f)
DAE118A13 Credits: 10 Level: 1	Portuguese Stage 1 Part 1	Thursday 16/01/14	11	18:30	20:30	Resolven ICC, Ynysfach Primary School, Resolven, Neath, SA11 4AB	Adriana Beddows	£40.00 (c) £115.00 (f)
DAE11913 Credits: 10 Level: 1	Portuguese Stage 1 Part 2	Wednesday 02/04/14	11	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Adriana Beddows	£40.00 (c) £115.00 (f)
DAE119A13 Credits: 10 Level: 1	Portuguese Stage 1 Part 2	Thursday 03/04/14	11	18:30	20:30	Resolven ICC, Ynysfach Primary School, Resolven, Neath, SA11 4AB	Adriana Beddows	£40.00 (c) £115.00 (f)

RUSSIAN								
Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPL0513	Russian Taster	Monday 07/10/13	10	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Taia Martin	£5.00 (pts) £30.00 (c) £40.00 (f)
DAE12013 Credits: 10 Level: 1	Russian Stage 1 Part 1	Monday 13/01/14	11	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Taia Martin	£40.00 (c) £115.00 (f)
DAE12113 Credits: 10 Level: 1	Russian Stage 1 Part 2	Monday 28/04/14	11	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Taia Martin	£40.00 (c) £115.00 (f)

SPANISH								
Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPL1013	Spanish Taster	Tuesday 01/10/13	10	10:00	12:00	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	Trini Jaggard	£5.00 (pts) £30.00 (c) £40.00 (f)
OPL1113	Spanish Taster	Tuesday 01/10/13	10	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Helen Johns	£5.00 (pts) £30.00 (c) £40.00 (f)
OPL1213	Spanish Taster	Monday 31/03/14	10	19:00	21:00	The Environment Centre, The Old Telephone Exchange, Pier Street, Swansea, SA1 1RY	Helen Johns	£5.00 (pts) £30.00 (c) £40.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAE12213 Credits: 10 Level: 1	Spanish Stage 1 Part 1	Monday 07/10/13	11	10:00	12:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Cristina Cifuentes	£40.00 (c) £115.00 (f)
DAE122B13 Credits: 10 Level: 1	Spanish Stage 1 Part 1	Thursday 10/10/13	11	14:30	18:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Maite Irigoien	£40.00 (c) £115.00 (f)
DAE122C13 Credits: 10 Level: 1	Spanish Stage 1 Part 1	Tuesday 07/01/14	11	10:00	12:00	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	Trini Jaggard	£40.00 (c) £115.00 (f)
DAE122A13 Credits: 10 Level: 1	Spanish Stage 1 Part 1	Tuesday 14/01/14	11	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Helen Johns	£40.00 (c) £115.00 (f)
DAE12313 Credits: 10 Level: 1	Spanish Stage 1 Part 2	Monday 13/01/14	11	10:00	12:00	South Wales Miners' Library, Hendrefoelan Campus, Swansea University, Gower Road, Swansea, SA2 7NB	Cristina Cifuentes	£40.00 (c) £115.00 (f)
DAE123B13 Credits: 10 Level: 1	Spanish Stage 1 Part 2	Thursday 16/01/14	11	14:30	18:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Maite Irigoien	£40.00 (c) £115.00 (f)
DAE123C13 Credits: 10 Level: 1	Spanish Stage 1 Part 2	Tuesday 01/04/14	11	10:00	12:00	Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ	Trini Jaggard	£40.00 (c) £115.00 (f)
DAE123A13 Credits: 10 Level: 1	Spanish Stage 1 Part 2	Tuesday 01/04/14	11	10:00	12:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Helen Johns	£40.00 (c) £115.00 (f)
DAE13813 Credits: 10 Level: 1	Spanish Stage 2 Part 1	Wednesday 09/10/13	11	12:00	14:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Maite Irigoien	£40.00 (c) £115.00 (f)
DAE13913 Credits: 10 Level: 1	Spanish Stage 2 Part 2	Wednesday 15/01/14	11	12:00	14:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Maite Irigoien	£40.00 (c) £115.00 (f)
DAE163A13 Credits: 10 Level: 1	Spanish Stage 3 Part 1	Monday 07/10/13	11	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Helen Johns	£40.00 (c) £115.00 (f)
DAE163B13 Credits: 10 Level: 1	Spanish Stage 3 Part 1	Wednesday 09/10/13	11	17:00	19:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Maite Irigoien	£40.00 (c) £115.00 (f)
DAE16313 Credits: 10 Level: 1	Spanish Stage 3 Part 1	Thursday 10/10/13	11	14:00	16:00	Phoenix Centre, Paradise Park, Powys Avenue, Townhill, Swansea, SA1 6PH	Cristina Cifuentes	£40.00 (c) £115.00 (f)
DAE164A13 Credits: 10 Level: 1	Spanish Stage 3 Part 2	Monday 13/01/14	11	19:00	21:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Helen Johns	£40.00 (c) £115.00 (f)
DAE164B13 Credits: 10 Level: 1	Spanish Stage 3 Part 2	Wednesday 15/01/14	11	17:00	19:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Maite Irigoien	£40.00 (c) £115.00 (f)

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
DAE16413 Credits: 10 Level: 1	Spanish Stage 3 Part 2	Thursday 16/01/14	11	14:00	16:00	Phoenix Centre, Paradise Park, Powys Avenue, Townhill, Swansea, SA1 6PH	Cristina Cifuentes	£40.00 (c) £115.00 (f)
DAE05813 Credits: 20 Level: 0	Spanish Stage 4	Thursday 10/10/13	27	17:00	19:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Maite Irigoien	£80.00 (c) £230.00 (f)
DAE04713 Credits: 20 Level: 0	Spanish Stage 5	Tuesday 08/10/13	27	10:00	12:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Maite Irigoien	£80.00 (c) £230.00 (f)
DAE05413 Credits: 20 Level: 0	Spanish Stage 6	Wednesday 09/10/13	27	10:00	12:00	Canolfan y Bont, 28 Dulais Road, Pontarddulais, SA4 8PA	Trini Jaggard	£80.00 (c) £230.00 (f)
DAE15213 Credits: 10 Level: 1	Aspects of Spanish Culture and Language	Wednesday 15/01/14	20	18:30	20:30	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Gareth Walters	£40.00 (c) £115.00 (f)

CWRSIAU A DDARPERIR DRWY GYMRAEG

ALMAENEG

Cwrs ID	Enw Cwrs	Dyddiad Dechrau	Weeks	Amser Dechrau	Amser Gorffen	Lleoliad	Tiwtor	Cost
OPL1513	Almaeneg Blasu	Dydd Mercher 07/05/14	3	18:00	20:00	Campus Keir Hardie TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Alyce von Rothkirch	5.00 (pts) £9.00 (c) £12.00 (f)
OPL1613	Almaeneg Blasu	Dydd Mercher 28/05/14	3	14:30	16:30	CAVS (Carmarthenshire Association of Voluntary Services), The Mount, 18 Queen Street, Carmarthen, SA31 1JT	Alyce von Rothkirch	5.00 (pts) £9.00 (c) £12.00 (f)
OPL1713	Almaeneg Blasu	Dydd Mercher 18/06/14	3	14:30	16:30	Black Mountain Centre, Cwm Garw Road, Brynaman, SA18 1BU	Alyce von Rothkirch	5.00 (pts) £9.00 (c) £12.00 (f)

SBAENEG

Cwrs ID	Enw Cwrs	Dyddiad Dechrau	Weeks	Amser Dechrau	Amser Gorffen	Lleoliad	Tiwtor	Cost
OPL1813	Sbaeneg Blasu	Dydd Mercher 02/10/13	10	16:30	18:30	Ty Tawe, 9 Christina Street, Swansea, SA1 4EW	Angharad Rowe	£5.00 (pts) £30.00 (c) £40.00 (f)

Course Descriptions

Pathways and Taster Courses (OPL):

- **Blasu.** Ydych chi am ddysgu rhywbeth newydd? Beth am ddysgu iaith newydd?! Bydd y cwrs rhagarweiniol hwn yn rhoi blas i chi ar ddysgu ieithoedd. Dyddwch yn dysgu sut i gyfarch pobl, sut i ddweud pwy ydych chi a sut i gynnal trafodaeth fer. Os ydych yn hoffi'r cwrs hwn, bydd modd i chi barhau â dysgu mewn modiwlau dilynol.
- **Taster.** These courses should help you with your immediate language needs and give you a good idea of what our HE Accredited language modules are like
- **German through the medium of Welsh.**

HE Accredited Modules (DAE):

- **Aspects of...Culture and Language.** This module will

provide you with an awareness of the various elements that have contributed to the identity of the country; will enable you to improve your knowledge of the language and will enable you to undertake independent subsequent study of the language and culture.

- **Stage 1: Part 1 and Part 2:** You are complete beginner, knowing virtually nothing of the language. You will develop competence in a range of predictable simple, everyday language tasks. The course will provide a very basic knowledge of the structure and vocabulary of the language.
- **Stage 2: Part 1 and Part 2:** You may have studied the language at school some years ago or attended a beginner's course. You have a very limited vocabulary and some understanding of basic structures. You can

just about cope with predictable situations but you lack confidence in other contexts. The course will introduce new tenses and help you to communicate in everyday social or work situations.

- **Stage 3: Part 1 and Part 2:** You have a reasonable foundation in the language at school level, possibly to 'O'/GCSE level or equivalent. You can deal with most common 'survival' situations confidently. You now want to start moving beyond merely practicing simple exchanges, learning to cope in non-routine situations and contributing to conversations on topics of general interest.
- **Stage 4:** You have a good foundation in the language. You have reached the stage where you can understand a good proportion of the language when native speakers talk to you about a range of common topics. You can express yourself simply and with reasonable accuracy but

you are hesitant in more demanding situations. You want to develop your fluency and extend the range of contexts in which you use the language.

- **Stage 5:** You have a good vocabulary and a fair understanding of fundamental grammatical rules and how to apply them. You feel reasonably confident speaking in most common social or work settings and you are developing fluency in your reading and writing. You now want to use the language more flexibly and use appropriate terminology to suit the context.
- **Stage 6:** You can understand extended speech and follow even complex lines of argument provided the topics is reasonably familiar. You can take an active part in discussion in familiar context, accounting for and sustaining your views. You can write clear, detailed text on a wide range of subjects related to your interests.

LLENYDDIAETH GYMRAEG

Cysylltwch â / Contact Claire Bannister, c.bannister@swansea.ac.uk, 01792 295464

CWRSIAU A DDARPERIR DRWY GYMRAEG

MAE LLENYDDIAETH GYMRAEG yn cael ei chynnig yn y lefelau canlynol:

- **Cyrsiau Llwybrau a Blas.** Cyrsiau byr yw'r rhain heb asesiadau ffurfiol, gyda'r bwriad o gyflwyno'r pwnc i chi a'ch annog i astudio ymhellach.

CYRSIAU LLWYBRAU A BLAS								
Cwrs ID	Enw Cwrs	Dyddiad Dechrau	Wythnos	Amser Dechrau	Amser Gorffen	Lleoliad	Tiwtor	Cost
OPWE0213	Y nofel a'r hunangofiant: awdur a'i fro	Dydd Llun 23/09/13 Bob yn ail wythnos	10	10:00	12:00	Treforys Festri'r Tabernacl, Woodfield Street, Treforys, Abertawe, SA6 8BA	Heini Gruffudd	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWE0313	Creu mwy ar gynghanedd'	Dydd Llun 23/09/13 Bob yn ail wythnos	10	19:00	21:00	Ty Tawe, 9 Stryd Christina, Abertawe, SA1 4EW	Robot Powell	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWE0413	Lleisiau llên	Dydd Mawrth 24/09/13	10	19:00	21:00	Ty Tawe, 9 Stryd Christina, Abertawe, SA1 4EW	Robot Powell	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWE0613	Darllen a thrafod gwaith rhai o'n llenorion mwyaf blaengar	Dydd Mawrth 24/09/13	10	12:00	14:00	Canolfan Ddysgu Gymunedol Preseli, Ysgol y Preseli, Crymych, SA41 3QH	Margaret James	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWE0713	Barddoni yn Nhraddodiad y Beirdd Athrawon	Dydd Mawrth 24/09/13	10	12:30	14:30	Llyfrgell Rhydaman, 3 Stryd y Gwynt, Rhydaman, SA18 3DN	Dafydd Wyn	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWE0813	Cefn Gwlad - Paradwys Neu Uffern?	Dydd Mawrth 24/09/13 Bob yn ail wythnos	10	14:00	16:00	Neuadd Les Pontiets Welfare Hall, Heol Y Meinciau, Pontiets, SA15 5TR	Gwyn Griffiths	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWE0113	Y nofel a'r hunangofiant: awdur a'i fro	Dydd Iau 26/09/13 Bob yn ail wythnos	10	10:00	12:00	Festri Capel Trinity, Heol Glanmor Park, Sgeti, Abertawe, SA2 0QE	Heini Gruffudd	£5.00 (pts) £30.00 (c) £40.00 (f)
OPWE0513	Darllen a thrafod gwaith rhai o'n llenorion mwyaf blaengar	Dydd Iau 26/09/13	10	10:00	12:00	Canolfan Gymunedol Bloomfield, Ty Bloomfield, Arberth, SA67 7ES	Margaret James	£5.00 (pts) £30.00 (c) £40.00 (f)

Disgrifiad o'r cwrs

- **Barddoni yn Nhraddodiad y Beirdd Athrawon.** Barddoni yn nhraddodiad y beirdd athrawon megris Gerallt Llwyd, Robert Morgan a gwenallt.
- **Cefn Gwlad - Paradwys Neu Uffern?** Fe fyddwn yn edrych ar amodau cymdeithasol.
- **Creu mwy ar gynghanedd.** Creu barddoniaeth mewn cynghanedd - parhad o'r cwrs sylfaenol.
- **Darllen a thrafod gwaith rhai o'n llenorion mwyaf**

blaengar. Darllen a thrafod amrywiaeth o straeon, nofelau, cerddi a dramâu cyfoes trwy'r Gymraeg.

- **Lleisiau llên.** Darllen a thrafod amrywiaeth o straeon a cherddi cyfoes Cymraeg.
- **Y nofel a'r hunangofiant: awdur a'i fro.** Golwg ar ymlyniad nofelwyr wrth fro.

MENTAL HEALTH PARTNERSHIPS

Contact Gillian Morgan, Gillian.morgan@swansea.ac.uk, 01792 295096

DACE works with a number of voluntary and statutory sector Mental Health Organisations to provide a wide range of courses. Our Programmes allow us flexibility in developing courses that are tailored to suit the client group needs. We work with centres across the region and are happy to explore innovative ways of working.

Contact Gillian Morgan if you are an established group and would like to discuss arranging a course specifically to meet your requirements.

PERFORMING ARTS

Contact Kathryn Harris, k.harris@swansea.ac.uk, 01792 295787

PERFORMING ARTS is offered at the following level:

- **Pathways and Taster Courses.** These are short courses with no formal assessment aimed at introducing you to the

subject and encouraging you to further your studies.

PATHWAYS AND TASTER COURSES

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPPA0113	Reading Music - Beginners	Monday 23/09/13	10	11:00	13:00	Upstairs, Pavilion Café, Pwll, Llanelli, SA15 4AR	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA0213	Reading Music - Beginners	Monday 23/09/13	10	19:00	21:00	Antioch Centre, Copperworks Road, Llanelli, SA15 2NE	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA0313	Improvisation - the Basics	Tuesday 24/09/13	10	19:00	21:00	Sketty Park Sports and Social Club, Aneurin Way, Sketty, Swansea, SA2 8NP	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA0413	Reading Music - Beginners	Wednesday 25/09/13	10	19:00	21:00	St James Church Hall, Walter Road, Uplands, Swansea, SA1 4PT	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA0513	Jazz and Blues Session 1	Thursday 26/09/13	10	19:00	21:00	Sketty Park Sports and Social Club, Aneurin Way, Sketty, Swansea, SA2 8NP	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA1813	The Music of Scandinavia and Finland	Wednesday 09/10/13	10	14:30	16:30	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Chris Weeks	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA1613	French Heritage Cinema	Wednesday 23/10/13	4	15:30	18:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Sandrine Perkins	5.00 (pts) £15.00 (c) £20.00 (f)
OPPA1713	Contemporary French Cinema	Wednesday 20/11/13	4	15:30	18:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Sandrine Perkins	5.00 (pts) £15.00 (c) £20.00 (f)

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPPA0613	Reading Music - Next Stage	Monday 13/01/14	10	11:00	13:00	Upstairs, Pavilion Café, Pwll, Llanelli, SA15 4AR	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA0713	Reading Music - Next Stage	Monday 13/01/14	10	19:00	21:00	Antioch Centre, Copperworks Road, Llanelli, SA15 2NE	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA2213	French Heritage and Contemporary Cinema 2	Tuesday 14/01/14	8	15:30	18:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Sandrine Perkins	5.00 (pts) £15.00 (c) £20.00 (f)
OPPA0813	Improvising Blues and Jazz	Tuesday 14/01/14	10	19:00	21:00	Sketty Park Sports and Social Club, Aneurin Way, Sketty, Swansea, SA2 8NP	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA1913	Bach's 48 Preludes and Fugues – The Well-Tempered Clavier	Wednesday 15/01/14	10	14:30	16:30	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Chris Weeks	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA0913	Reading Music - Next Stage	Wednesday 15/01/14	10	19:00	21:00	St James Church Hall, Walter Road, Uplands, Swansea, SA1 4PT	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA1013	Jazz and Blues Session: next stage	Thursday 16/01/14	10	19:00	21:00	Sketty Park Sports and Social Club, Aneurin Way, Sketty, Swansea, SA2 8NP	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA2013	Wagner: The Ring of the Nibelung, an introduction	Friday 17/01/14	10	14:30	16:30	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Chris Weeks	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA1113	Reading Music - Intermediate	Monday 28/04/14	10	11:00	13:00	Upstairs, Pavilion Café, Pwll, Llanelli, SA15 4AR	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA1213	Reading Music - Intermediate	Monday 28/04/14	10	19:00	21:00	Antioch Centre, Copperworks Road, Llanelli, SA15 2NE	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA1313	Improvising Blues and Jazz: next stage	Tuesday 29/04/14	10	19:00	21:00	Sketty Park Sports and Social Club, Aneurin Way, Sketty, Swansea, SA2 8NP	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA2113	The Symphonies of Gustav Mahler	Wednesday 30/04/14	10	14:30	16:30	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Chris Weeks	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA1413	Reading Music - Intermediate	Wednesday 30/04/14	10	19:00	21:00	St James Church Hall, Walter Road, Uplands, Swansea, SA1 4PT	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPA1513	Jazz and Blues Session 3	Thursday 01/05/14	10	19:00	21:00	Sketty Park Sports and Social Club, Aneurin Way, Sketty, Swansea, SA2 8NP	Cris Haines	£5.00 (pts) £30.00 (c) £40.00 (f)

Course Descriptions

- **Bach's 48 Preludes and Fugues - The Well-Tempered Clavier.** Twice times 24 preludes and fugues. Bach's astonishing adventures in all major and minor keys.
- **Contemporary French Cinema.** Discover the latest releases and award-winning films. All films are in French with English subtitles. All welcome.
- **French Heritage and Contemporary Cinema 2.** Continue to explore historical type films and literary adaptations produced across three decades. All films are in French with English subtitles. All welcome.
- **French Heritage Cinema.** Discover historical type films

and literary adaptations produced across three decades. All films are in French with English subtitles. All welcome.

- **Improvisation - the Basics.** How to understand chord structure and improvise musically over sequences.
- **Improvising Blues and Jazz.** Employing chord/scale theory to create coherent and musical solos.
- **Improvising Blues and Jazz: next stage.** Improving soloing techniques with chord/scale theory.
- **Jazz and Blues Session 1.** Improvise with others under the guidance of an experienced musician.
- **Jazz and Blues Session 2.** Progressing with tried and tested improvisation and performance techniques.

- **Jazz and Blues Session 3.** Perfecting improvisation techniques using chord/scale theory, with experienced guidance.
- **Reading Music - Beginners.** Learn to read music in a relaxed and friendly atmosphere.
- **Reading Music - Intermediate.** Continuing the journey through sight reading, harmony and beyond.
- **Reading Music - Next Stage.** Brush up your basic music theory and enjoy yourself.
- **The Music of Scandinavia and Finland.** Give me the loneliness either of the Finnish forest or of a big city - Jean Sibelius.
- **The Symphonies of Gustav Mahler.** The symphony must be like the world. It must embrace everything - Gustav Mahler.
- **Wagner: The Ring of the Nibelung, an introduction.** Gods, heroes, dwarves, giants, dragons: a musical odyssey from creation to apocalypse.

PHILOSOPHY, SCIENCE AND RELIGION

Contact Sally Richardson, s.a.richardson@swansea.ac.uk, 01792 602211

PHILOSOPHY, SCIENCE AND RELIGION is offered at the following levels:

- **Pathways and Taster Courses** (Course ID starting OPPH). These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies to an accredited module.
- **HE Accredited Modules** (Course ID starting DAJ). These are formally assessed, HE credit bearing modules. The credits achieved can be used towards a Certificate of Higher Education. See page 10 for more information

PATHWAYS, TASTER COURSES AND ACCREDITED MODULES								
Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPPH0813	Death and Dying as a Spiritual Transformation	Monday 23/09/13	10	13:00	15:00	Ability Answers, Unit 2 Cwm Road Hafod, Swansea, SA1 2AY	Penny Sartori	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH0113	Philosophy of Medicine	Tuesday 24/09/13	10	13:00	15:00	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Jenni Jenkins	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH0713	Science, Spirituality and Health	Tuesday 24/09/13	10	13:00	15:00	Ability Answers, Unit 2 Cwm Road Hafod, Swansea, SA1 2AY	Penny Sartori	£5.00 (pts) £30.00 (c) £40.00 (f)
DAJ13313 Credits: 10 Level: 1	Action Research in Well-Being	Wednesday 25/09/13	10	10:00	12:00	Felinfoel Community Resource Centre, Ynys Wen, Felinfoel, Llanelli, SA14 8BE	Penny Sartori	£40.00 (c) £115.00 (f)
OPPH0213	Philosophy of Medicine	Wednesday 25/09/13	10	10:00	12:00	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Jenni Jenkins	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH0913	Death and Dying as a Spiritual Transformation	Wednesday 25/09/13	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Penny Sartori	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH1513	Morality, Religion and the Meaning of Life: A philosophical exploration	Tuesday 01/10/13	10	17:30	19:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Dr Mario von der Ruhr	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH1313	Mystics and Masters (1)	Thursday 10/10/13	8	14:00	16:30	Ability Answers, Unit 2 Cwm Road Hafod, Swansea, SA1 2AY	Judy Bruce	£5.00 (pts) £30.00 (c) £40.00 (f)
DAJ00913 Credits: 10 Level: 0	Mystical Spirituality in Different Traditions, Past and Present (1)	Monday 14/10/13	10	19:00	21:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Judy Bruce	£40.00 (c) £115.00 (f)
OPPH1413	Mystics and Masters (2)	Thursday 09/01/14	8	14:00	16:30	Ability Answers, Unit 2 Cwm Road Hafod, Swansea, SA1 2AY	Judy Bruce	£5.00 (pts) £30.00 (c) £40.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPPH0313	Love, Sex and Death. Philosophy of Human Nature	Tuesday 21/01/14	10	13:00	15:00	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Jenni Jenkins	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH1013	Science, Spirituality and Health	Tuesday 21/01/14	10	13:00	15:00	Canolfan Gorseinon Centre, Millers Drive, Gorseinon, Swansea, SA4 4QN,	Penny Sartori	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH0413	Love, Sex and Death. Philosophy of Human Nature	Wednesday 22/01/14	10	10:00	12:00	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Jenni Jenkins	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH1113	Death and Dying as a Spiritual Transformation	Wednesday 22/01/14	10	13:00	15:00	Canolfan Gorseinon Centre, Millers Drive, Gorseinon, Swansea, SA4 4QN,	Penny Sartori	£5.00 (pts) £30.00 (c) £40.00 (f)
DAJ13213 Credits: 10 Level: 1	Reason and Experience	Wednesday 22/01/14	10	13:30	15:30	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Jenni Jenkins	£40.00 (c) £115.00 (f)
OPPH1213	Death and Dying as a Spiritual Transformation	Wednesday 22/01/14	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Penny Sartori	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH0513	Philosophical Investigations	Tuesday 29/04/14	10	13:00	15:00	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Jenni Jenkins	£5.00 (pts) £30.00 (c) £40.00 (f)
OPPH0613	Philosophical Investigations	Wednesday 30/04/14	10	10:00	12:00	Swansea YMCA, 1 The Kingsway, Swansea, SA1 5JQ	Jenni Jenkins	£5.00 (pts) £30.00 (c) £40.00 (f)

Course Descriptions

Pathways Courses (OPPH):

- **Death and Dying as Spiritual Transformation.** Learning about experiences and issues around death and how they can be the key to a meaningful life.
- **Love, Sex and Death.** Philosophy of Human Nature. It is often taken for granted that humans have a fixed nature and there seem to be some conditions such as our reactions to birth, sex and death which are fundamental to all humans. Is this right? We ask if there is such a thing as the universal condition.
- **Morality, Religion and the Meaning of Life: A philosophical Exploration.** An introduction to philosophical thinking about Morality and Religion.
- **Mystics and Masters.** An introduction to the life and teachings of some great practitioners in the art and science of the spiritual life.
- **Philosophical Investigations.** This course will examine several areas in philosophy that are not usually taught in introductory or open courses, such as Philosophy of Religion, Philosophy of Mind, Political Philosophy and Metaphysics.

- **Philosophy of Medicine.** The course will involve discussions of medical issues and the ethics surrounding them. Both physical and mental health will be addressed. External influences such as the drug companies will be looked at in the light of current day thinking about medicine and health care.
- **Science, Spirituality and Health.** Science, spirituality and health and how addressing spiritual needs can empower us in relation to everyday life.

HE Accredited Modules (DAJ):

- **Action Research in Well-Being.** This module is an experiential way of learning about how positive emotional responses in life can enhance our health and well-being.
- **Mystical Spirituality in Different Traditions, Past and Present.** This module looks at the life and teachings of some great practitioners of the art and science of the spiritual life.
- **Reason and Experience.** This module looks at the history of empiricism through the philosophers John Locke, George Berkeley and David Hume and the rationalism of Descartes, Leibniz and Spinoza.

PSYCHOLOGY

Contact Sally Richardson, s.a.richardson@swansea.ac.uk, 01792 602211

PSYCHOLOGY is offered at the following levels:

- **Pathways and Taster Courses** (Course ID starting OPSY).
These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies to an accredited module.

- **HE Accredited Modules** (Course ID starting DAF/DAL).
These are formally assessed, HE credit bearing modules. The credits achieved can be used towards a Certificate of Higher Education. See page 10 for more information.

PATHWAYS AND TASTER COURSES

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPSY0113	Introduction to Psychology	Tuesday 24/09/13	10	12:30	14:30	Felinfoel Community Education Centre, Heol Tanyrhodyn Road, Felinfoel, Llanelli, SA5 4LN	Rhian Worth	£5.00 (pts) £30.00 (c) £40.00 (f)
OPSY0713	Introduction to Psychology	Thursday 26/09/13	10	12:45	14:45	Neath YMCA, Pen Y Dre, Lletty Nedd, Neath, SA11 3HG	Cerri Goodfellow	£5.00 (pts) £30.00 (c) £40.00 (f)
OPSY1213	Introduction to Psychology	Friday 27/09/13	10	10:00	12:00	South Penlan Community Centre, Heol Frank, Penlan, Swansea, SA5 7AH	Sarah Pozzi	£5.00 (pts) £30.00 (c) £40.00 (f)
OPSY0913	Emotional Health and Well Being	Wednesday 02/10/13	10	13:00	15:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Penny Sartori Wendy Ore Janet Reeves	£5.00 (pts) £30.00 (c) £40.00 (f)
OPSY1013	Introduction to Psychology	Wednesday 02/10/13	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Sarah Pozzi	£5.00 (pts) £30.00 (c) £40.00 (f)
OPSY0513	Introduction to Psychology	Thursday 03/10/13	10	10:00	12:00	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Julia Cutmore	£5.00 (pts) £30.00 (c) £40.00 (f)
OPSY0613	Introduction to Psychology - HE Pathways to Psychology	Thursday 03/10/13	10	12:30	14:30	DOVE Workshop, Roman Road, Banwen, Neath, SA10 9LW	Rhian Worth	£5.00 (pts) £30.00 (c) £40.00 (f)
OPSY0213	Psychology in Today's World	Tuesday 07/01/14	10	12:30	14:30	Felinfoel Community Education Centre, Heol Tanyrhodyn Road, Felinfoel, Llanelli, SA5 4LN	Rhian Worth	£5.00 (pts) £30.00 (c) £40.00 (f)
DAM004A13 Credits: 10 Level: 0	What is Psychology?	Wednesday 08/01/14	10	13:00	15:00	Hazel Court, Maes y Gollen, Sketty Park, Swansea, SA2 8BP	Wendy Ore	£40.00 (c) £115.00 (f)
OPSY1113	Psychology in Today's World	Wednesday 08/01/14	10	18:00	20:00	Campus TBC, Swansea University, Singleton Park, Swansea, SA2 8PP	Sarah Pozzi	£5.00 (pts) £30.00 (c) £40.00 (f)
DAM00413 Credits: 10 Level: 1	What is Psychology?	Thursday 09/01/14	10	10:00	12:00	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Julia Cutmore	£40.00 (c) £115.00 (f)
DAM01413 Credits: 10 Level: 0	Criminal Psychology - HE Pathways to Psychology	Thursday 09/01/14	10	12:30	14:30	DOVE Workshop, Roman Road, Banwen, Neath, SA10 9LW	Rhian Worth	£40.00 (c) £115.00 (f)
OPSY0813	Psychology in Today's World	Thursday 09/01/14	10	12:45	14:45	Neath YMCA, Pen Y Dre, Lletty Nedd, Neath, SA11 3HG	Cerri Goodfellow	£5.00 (pts) £30.00 (c) £40.00 (f)

Course ID	Course Name	State Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPSY0313	Introduction to Psychology	Friday 17/01/14	10	10:00	12:00	Llanelli Library, Vaughan Street, Llanelli, SA15 3AS	Rhian Worth	£5.00 (pts) £30.00 (c) £40.00 (f)
DAM01613 Credits: 10 Level: 0	Child Psychology	Tuesday 01/04/14	10	12:30	14:30	Felinfoel Community Education Centre, Heol Tanyrhodyn Road, Felinfoel, Llanelli, SA5 4LN	Rhian Worth	£40.00 (c) £115.00 (f)
DAM01913 Credits: 10 Level: 1	Lifespan Psychology	Thursday 03/04/14	10	10:00	12:00	Canolfan Y Bont, 28 Dulais Road, Pontarddulais, Swansea, SA4 8PA	Julia Cutmore	£40.00 (c) £115.00 (f)
DAM016A13 Credits: 10 Level: 0	Child Psychology - HE Pathways to Psychology	Thursday 03/04/14	10	12:30	14:30	DOVE Workshop, Roman Road, Banwen, Neath, SA10 9LW	Rhian Worth	£40.00 (c) £115.00 (f)
OPSY0413	Psychology in Today's World	Friday 02/05/14	10	10:00	12:00	Llanelli Library, Vaughan Street, Llanelli, SA15 3AS	Rhian Worth	£5.00 (pts) £30.00 (c) £40.00 (f)

Course Descriptions

Pathways Courses (OPSY):

- **Emotional Health and Well Being.** An introduction to the psychology of health and wellbeing and the practical skills used in a counselling setting to understand and empower people with reduced health - ideal for anyone with caring responsibilities.
- **Introduction to Psychology.** This taster course gives a brief introduction to the science of the mind and behaviour and how it impacts on the way people behave in everyday life.
- **Psychology in Today's World.** This course will look at how psychology is used in everyday life.

HE Accredited Modules (DAM):

- **Child Psychology.** This module will examine early relationships and how they may affect later life. It will

also look at the development of: identity and gender, morals, language and emotions.

- **Criminal Psychology.** This module will explore the causes of crime and criminal behaviour from a psychological perspective. It will include various individual and social causes of crime and the relationship between mental illness and crime.
- **Lifespan Psychology.** In this module, we will look at developmental processes and stages and will explore issues like the meaning of 'marriage', sexual identity through the lifespan, parenthood, change and loss.
- **What is Psychology?** This module will look at Psychology as a science of mind and behaviour, explaining psychological development in terms of psychological theories.

SOCIOLOGY

Contact Rachel Brimble, r.e.brimble@swansea.ac.uk, 01792 602211

It is hoped to run Sociology courses and modules in late spring and early summer of 2014. Please consult our

website for more information and/or register your interest with Rachel.

VISUAL ARTS AND ART HISTORY

Contact Kathryn Harris, k.harris@swansea.ac.uk, 01792 295787

VISUAL ARTS course are offered on a cost recovery basis only. The courses are no longer subsidised and unfortunately we are unable to offer concessions. In order for these

courses to run we require a minimum of 10 students per class and therefore booking your place is essential.

PATHWAYS, TASTER COURSES AND ACCREDITED MODULES

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
ADCR0113	Discovering Batik, for Beginners	Wednesday 02/10/13	4	14:00	16:30	Pennard Church Hall, Pennard, Swansea, SA3 2EA	Rhona Tooze	£55.00
ADCR0213	Discovering Batik, Intermediate	Wednesday 06/11/13	4	14:00	16:30	Pennard Church Hall, Pennard, Swansea, SA3 2EA	Rhona Tooze	£55.00
ADCR0613	From Carving to the Expanded Field: Twentieth-Century Sculpture	Wednesday 06/11/13	4	17:15	19:00	Campus Glyndwr Building, Room 7 DACE, Swansea University, Singleton Park, Swansea, SA2 8PP	Sarah Tombs	£44.00
ADCR0313	Discovering Batik	Wednesday 05/03/14	4	14:00	16:30	Pennard Church Hall, Pennard, Swansea, SA3 2EA	Rhona Tooze	£55.00
ADCR0713	Aspects of Mural Painting in the Italian Renaissance	Tuesday 11/03/14	4	16:00	17:45	The Discovery Room, Central Library, Civic Centre, Oystermouth Road, Swansea, SA1 3SN	Constance Hill	£44.00
ADCR0413	Discovering Batik	Wednesday 16/04/14	4	14:00	16:30	Pennard Church Hall, Pennard, Swansea, SA3 2EA	Rhona Tooze	£55.00
ADCR0813	British Art 1900-1950	Thursday 08/05/14	2	18:00	19:45	The Discovery Room, Central Library, Civic Centre, Oystermouth Road, Swansea, SA1 3SN	Dr Barry Plummer	£22.00

Course Descriptions

- **Aspects of Mural Painting in the Italian Renaissance.** We think of Italian Renaissance painting mostly decorating the walls of churches and chapels but we shall look at the sort of decorative schemes used in some secular papal and confraternity commissions. For example a hospital and a library in Siena, the private apartments of the Borgia pope in Rome and a guild meeting room of the Slav merchants in Venice.
- **Discovering Batik.** Image making with wax as a resist on dyed fabric.

- **From Carving to the Expanded Field: Twentieth-Century Sculpture.** This course will examine sculpture from the late 19th Century to the end of the 20th Century. We will look at the development of public memorials, abstraction and the use of materials in the 'expanded field' of land art and installation. The course will principally look at the following sculptors: Rodin, Brancusi, Gaudier-Brzeska, Epstein, Gill, Hepworth, Moore, Bourgeois, Whiteread, Kapoor, Deacon, Andre, and will include others such as, Judd, Long, Goldsworthy, Smithson, Holt, and Eliasson.

ART HISTORY is offered at the following levels:

- **Pathways and Taster Courses** (Course ID starting OPVA). These are short courses with no formal assessment aimed at introducing you to the subject and encouraging you to further your studies to an accredited module.
- **HE Accredited Modules** (Course ID starting DAA/DAL). These are formally assessed, HE credit bearing modules. The credits achieved can be used towards a Certificate of Higher Education. See page 10 for more information.

PATHWAYS, TASTER COURSES AND ACCREDITED MODULES

Course ID	Course Name	Start Date	Weeks	Start Time	End Time	Location	Tutor	Cost
OPVA0213	Taster: Visual Art of the Ancient World	Monday 16/09/13	2	15:00	17:00	Montana Park Community Centre, Montana Place, Landore, Swansea, SA1 2QB	Andrew Hulling	£5.00 (pts) £6.00 (c) £8.00 (f)
DAA19613 Credits: 10 Level: 1	Visual Art of the Ancient World	Monday 30/09/13	10	15:00	17:00	Montana Park Community Centre, Montana Place, Landore, Swansea, SA1 2QB	Andrew Hulling	£40.00 (c) £115.00 (f)
OPVA0113	Taster: Impressionism and Post Impressionism	Monday 13/01/14	2	15:00	17:00	Montana Park Community Centre, Montana Place, Landore, Swansea, SA1 2QB	Andrew Hulling	£5.00 (pts) £6.00 (c) £8.00 (f)
DAL03213 Credits: 10 Level: 0	Impressionism and Post Impressionism	Monday 27/01/14	10	15:00	17:00	Montana Park Community Centre, Montana Place, Landore, Swansea, SA1 2QB	Andrew Hulling	£40.00 (c) £115.00 (f)

Course Descriptions

Pathways and Taster Courses (OPVA):

- **Taster: Impressionism and Post Impressionism.** It is hoped that this taster will encourage the student to want to know more and so progress onto the accredited module.
- **Taster: Visual Art of the Ancient World.** It is hoped that this taster will encourage the student to want to know more and so progress onto the accredited module.

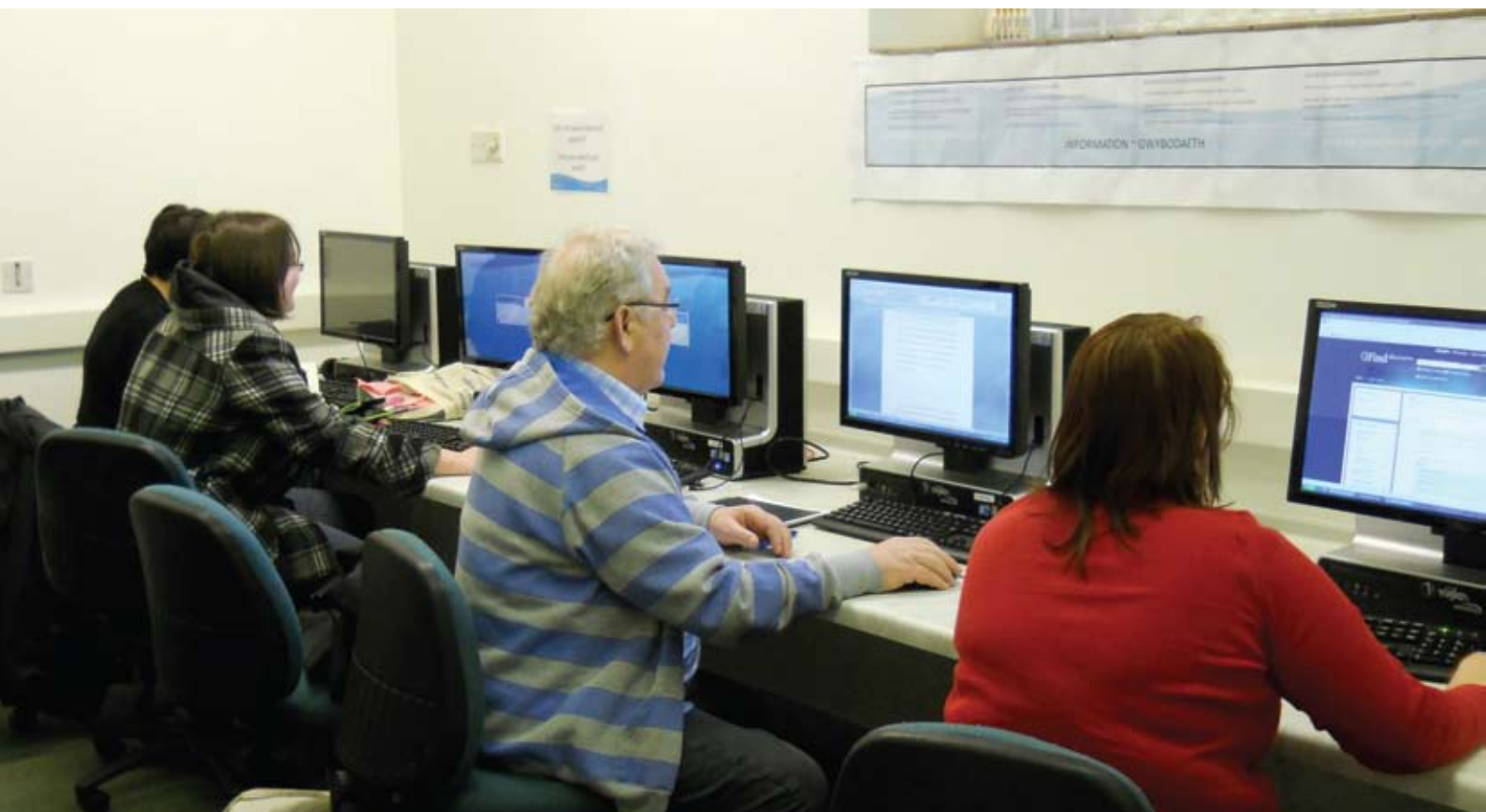
HE Accredited Modules (DAA):

- **Impressionism and Post Impressionism.** An introductory module on the two most important art movements of the 19th Century, covering the works of eight of its most

important participants while providing the opportunity to study these two movements in their historical context. There will be the opportunity of a trip to Cardiff Museum - arrangements to be discussed in class.

- **Visual Art of the Ancient World.** An Introduction to the art of the ancient world, from the cave paintings of Europe to ancient Egypt, Mesopotamia, Greece and Rome, concluding with the dark ages of Europe.

You might also be interested in OPPD1013 Creativity Release for Personal Development and DAF011113 Using Creativity for Personal Development. See pages 22 and 23 for more details.



DACE COMMUNITY BASED PUBLIC LECTURES

Admission is free but please note that for some lectures seating is limited so telephone us to book your place to avoid disappointment.

Contact DACE Reception, 01792 602211, adult.education@swansea.ac.uk
www.swansea.ac.uk/dace

Lectures being held in the Discovery Room, Swansea Central Library, Civic Centre, Oystermouth Road, Swansea, SA1 3SN

Thursday 17 October 2013	6.00pm - 7.45pm	Dr Liz Herbert McAvoy
"I am a filthy stud-mare, a stinking whore": Authority, Monstrosity and the Sacred in the Writings of the Medieval Woman Recluse'		
Authorship was often impossible for a medieval woman, although a withdrawal into the solitary life sometimes allowed her both to challenge popular notions of her body as 'Monstrous' and to become a writer.		
Thursday 14 November 2013	3.45pm - 5.30pm	Professor Caroline Franklin
Jane Austen and Lord Byron		
This unlikely couple appeared on the literary scene at exactly the same time and competed for the same Regency women readers. Both are still well read today and remembered as icons of romantic love. What did they think of each other? How did they represent marriage, women and sexuality?		
Friday 13th December 2013	1.30pm - 3.15pm	Gwenda Phillips
A History of the Medieval Child		
A look at what life was like for the medieval child within the family and the nature of the evidence.		
Tuesday 18 February 2014	6.00pm - 7.45pm	Dr Ian Repath
Breaking Hearts in Antiquity - An antidote to Valentine's Day.		
Thursday 20 March 2014	6.00pm - 7.45pm	Peter Richards and Claire Novelli
Dylan Thomas		
In this, his centenary year, we take a look at how his Swansea upbringing shaped his life and work.		
Thursday 1 May 2014	3.45pm - 5.30pm	Dr Gillian Bazovsky
Pan the Goat God in Edwardian Children's Literature		
Discover why Pan figures in such popular works as 'Peter Pan', 'The Wind in the Willows' and 'The Secret Garden'.		

Lectures being held at other venues

Thursday 10 October 2013	6.00pm - 8.00pm	Professor Geraint H Jenkins
From Walter Whittaker to Michael Laudrup: A Helter-Skelter Journey by the Swans to Premiership Glory		
A lecture by the author of the book 'Proud to be a Swan' <i>Maximum 150 places. Booking recommended.</i> Venue: Morfa Suite, The Liberty Stadium, Landore, Swansea, SA1 2FA		
Monday 16 December 2013	12.45pm - 2.30pm	Peter Richards and Claire Novelli
Shakespeare's Women		
A look at the role of women in Shakespeare's plays. From queens to bawds, from quick witted comedy to violent rage, from lovers to schemers their variety is infinite. Venue: The Depot Studio, Swansea Grand Theatre, Singleton Street, Swansea SA1 3QJ		

- Wednesday 15 January 2014** 3.00pm - 4.45pm Elisabeth Bennett
Behind the Scenes at the Archives
 Find out more about the Richard Burton Archives: home of Swansea University's archives. The visit will include an explanation about what is held in the Archives, a tour 'behind the scenes' and the chance to view a selection of material from amongst the archives.
Maximum numbers 15, entry by ticket only.
Venue: Swansea University Library, Swansea University Campus, Singleton Park, Swansea SA2 8PP
-
- Thursday 23 January 2014** 6.15pm - 8.00pm Dawn Thomas
Outdoor Learning on Gower
 Dawn Thomas will talk about her experiences of taking children on Nature Days and field trips around Gower.
Venue: The Environment Centre, Pier Street, Swansea SA1 1RY
-
- Tuesday 29 January 2014** 2.00pm - 3.45pm Dr Gill Bazovsky
Animal Magic: Deceit and Illusion in Shakespeare's the Winter's Tale
Venue: Canolfan Y Bont, 28 Dulais Road, Pontardulais, Swansea, SA4 8PA
-
- Tuesday 18 March 2014** 6.15pm - 8.00pm Dr Penny Sartori
Near Death Experiences and a New Understanding of Consciousness?
Venue: Dove Workshop, Roman Road, Banwen Neath, SA10 9LW
-
- Thursday 3 April 2014** 6.00pm - 7.45pm Professor Huw Bowen
Cu @ Swansea: The Future of the Lower Swansea Valley's Past
 This illustrated lecture examines the development of the regeneration project which is currently bringing back to life the site of the former Hafod-Morfa copper works.
Venue: Landore Social Club, Neath Road, Swansea, SA1 2LE
-
- Wednesday 14 May 2014** 3.30pm - 5.15pm Alexandra Martin
The Weeds You Walk on
 Discover the medicinal properties of weeds you crush underfoot as you walk in the countryside - a natural pharmacy right under your nose! Learn to identify, harvest and process them.
Venue: Canolfan Y Bont, 28, Dulais Road, Pontarddulais, Swansea SA4 8PA



Celebrating 40 years of The South Wales Miners' Library

Promoting your learning, preserving our past.

Opened on the 20th October 1973, the South Wales Miners' Library has developed as an internationally respected centre for the research of the historical, cultural, social, educational and political aspects of the South Wales Coalfield.

Its unique collection, consisting of rare and important books, pamphlets, banners, posters, oral history recordings and newspaper articles, attracts visitors from all over the world, including academic researchers, students, family history enthusiasts, local historians and the media. The Library has many touring exhibitions which have generated great interest in the remarkable history of industrial South Wales.



Books from over 60 Miners' Institute and Welfare Hall Libraries across South Wales form the heart of the SWML.



Supporting regeneration through education.



For the past 40 years, the SWML has been instrumental in supporting the regeneration work undertaken by DACE in providing community based education.

From the NUM day release courses which were taught until the early 1990s, to the pioneering Community University of the Valleys and successful Part-Time Degree scheme, which is currently offered in community venues across Swansea, Neath Port Talbot, Carmarthenshire and Pembrokeshire, as well as the Pathways and Accredited programmes, the South Wales Miners' Library has worked closely with staff in DACE to provide innovative and appropriate library and information services to all.

In 1989, a branch of the South Wales Miners' Library was opened at the DOVE Workshop in Banwen offering University library and information services in a community setting. It is an initiative that still flourishes today.



To mark the 40th anniversary of the South Wales Miners' Library, a commemorative book will be published in October.

The Library will also hold a series of free lectures which will reflect the history and future aspirations of the Library.

For more information, please contact the South Wales Miners' Library

www.swansea.ac.uk/iss/swml

Email: miners@swansea.ac.uk

Tel: 01792 518603/518693



Dathlu 40 mlwyddiant Llyfrgell Glowyr De Cymru

Hybu'ch dysgu, diogelu'n gorffennol.

Agorwyd Llyfrgell Glowyr De Cymru ar 20 Hydref 1973, ac mae wedi datblygu'n ganolfan o fri rhyngwladol ar gyfer ymchwil i agweddau hanesyddol, diwylliannol, cymdeithasol, addysgol, a gwleidyddol Maes Glo De Gymru.

Mae ei chasgliad unigryw o lyfrau prin a phwysig, pamffledi, baneri, poster, recordiadau hanes llafar, ac erthyglau papur newydd yn denu ymwelwyr o bob rhan o'r byd, gan gynnwys ymchwilwyr academaidd, myfyrwyr, haneswyr teulu brwd, haneswyr lleol, a'r cyfryngau. Mae gan y Llyfrgell lawer o arddangosfeydd teithio sydd wedi ennyn llawer o ddiddordeb yn hanes nodedig De Cymru ddiwydiannol.



Cefnogi adfywio trwy addysg.



Ers 40 mlynedd, mae Llyfrgell Glowyr De Cymru wedi cyfrannu at gefnogi'r gwaith adfywio a wneir gan AABO trwy ddarparu addysg gymunedol.

O gyrsiau rhyddhau undydd Undeb Cenedlaethol y Glowyr a addysgwyd tan yn gynnar yn y 1990au, i Brifysgol Gymunedol arloesol y Cymoedd a'r cynllun Gradd Ran Amser llwyddiannus a gynigir ar hyn o bryd mewn lleoliadau cymunedol ar draws Abertawe, Castell-nedd Port Talbot, Sir Gaerfyrddin a Sir Benfro, ynghyd â'r rhaglenni Llwybrau ac Achrededig, mae Llyfrgell Glowyr De Cymru wedi cydweithio'n agos â staff AABO i ddarparu gwasanaethau llyfrgell a gwybodaeth arloesol ac addas i bawb.

Yn 1989, agorwyd cangen o Lyfrgell Glowyr De Cymru yng Ngweithdy DOVE y Manwen, gan gynnig gwasanaethau llyfrgell a gwybodaeth y Brifysgol mewn lleoliad cymunedol. Mae'n fenter sy'n parhau i ffynnu heddiw.



I ddathlu 40 mlwyddiant Llyfrgell Glowyr De Cymru, cyhoeddir llyfr dathliadol ym mis Hydref.

Bydd y Llyfrgell yn cynnal cyfres o ddarlithoedd am ddim hefyd, fydd yn adlewyrchu hanes y Llyfrgell a'i dyheadau ar gyfer y dyfodol.

Am ragor o wybodaeth cysylltwch â Llyfrgell Glowyr De Cymru

www.swansea.ac.uk/iss/swml

E-bost: miners@abertawe.ac.uk

Ffôn: 01792 518603/518693

Data Protection Notice

Information is requested and used in accordance with the Data Protection Act 1998. Information held by the University about you, (such as the information you provide on your booking and enrolment forms) is added to a database, extracts from which are passed to central government departments and agencies and devolved

administrations, which require it to enable them to carry out their statutory functions. You may wish to note that your contact details will not be made available, your names will not be used or included in statistical analysis and precautions are taken to minimise the risk that you will be able to be identified from the data.

Hysbysiad Diogelu Data

Caiff gwybodaeth y mae'r Brifysgol yn ei dal amdanoch (megis y wybodaeth ar eich ffurflen gofrestru) ei chadw ar gronfa ddata, a bydd rhannau ohoni yn cael ei phasio i adrannau o'r llywodraeth ganolog a'i hasiantaethau a llywodraethau datganoledig, sydd eu hangen er mwyn eu galluogi i gyflawni eu swyddogaethau statudol.

Efallai y byddwch am nodi na fyddwn yn datgelu eich manylion cyswllt, ni chaiff eich enwau eu defnyddio na'u cynnwys mewn gwaith dadansoddi ystadegol, a chymerir rhagofalon er mwyn lleihau'r risg y bydd modd eich adnabod ar sail y data.



Booking Form

The information provided on this form is used only to register your interest and secure a place on the course(s) of your choice. Enrolment will take place at your first class where you will be asked to complete a full enrolment form.

1. Your Course choice: Course(s) are you interested in (*attach a separate sheet if necessary*)

Course Code:	Course Name:	£
Course Code:	Course Name:	£

2. Your fee category: Tick your fee category for your course choice(s)

Pathways Programme Courses (OP codes)	HE Accredited Modules (DA codes)
<p>Passport to Study. I am:</p> <p><input type="checkbox"/> Retired and in receipt of pension credits</p> <p><input type="checkbox"/> Unemployed and/or unwaged and in receipt of one or more of the following - income support, housing benefit, council tax benefit, jobseekers allowance, universal credit. <i>No other benefit is eligible. Evidence of receipt of pension credits/benefit must be attached to the booking form</i></p> <p>Concessionary Fee. I am:</p> <p><input type="checkbox"/> Working less than 16 hours per week (<i>includes self-employed</i>)</p> <p><input type="checkbox"/> Retired, receiving state and/or private pension but not in receipt of pension credits</p> <p><input type="checkbox"/> Unwaged or unemployed but not in receipt of one or more of the benefits listed above</p> <p>Full Fee. I am:</p> <p><input type="checkbox"/> Working more than 16 hours per week (<i>includes self-employed</i>)</p>	<p>If you are new to HE or upgrading your qualifications, you may be entitled to financial assistance towards the cost of your module - see page 6. Contact us to apply for:</p> <p><input type="checkbox"/> Financial Assistance</p> <p><input type="checkbox"/> Local Education Authority Grant</p> <p><input type="checkbox"/> Payment by Instalments (<i>for courses 30 weeks and over</i>)</p> <p>Concessionary Fee. I am:</p> <p><input type="checkbox"/> Working less than 16 hours per week (<i>includes self-employed</i>)</p> <p><input type="checkbox"/> Retired</p> <p><input type="checkbox"/> Unwaged or unemployed</p> <p>Full Fee. I am:</p> <p><input type="checkbox"/> Working more than 16 hours per week (<i>includes self-employed</i>)</p> <p><input type="checkbox"/> Repeating a module</p>

Cost Recovery Courses are priced as per the brochure; concessions or financial assistance are not available.

3. Your details: Have you studied with DACE before? YES NO

Title:	Surname:
Forename 1:	Forename 2:
Date of Birth:	Gender:
Home Address:	
Postcode:	Daytime Contact Number:
Country of Permanent Residence:	Highest Qualification to date:

4. If you are **non-EEA national, refugee or asylum seeker**, please attach a copy of your current passport and visa and if you have one, a UK identity card to this form.

5. If you have **additional support needs** as a result of a disability, medical condition or specific learning difficulty and require support, contact us as soon as possible to discuss.

6. If you have an **unspent criminal conviction**, please let us know. Criminal records will be taken into account only when the conviction is relevant.

7. Your Payment: Please tick.

<input type="checkbox"/> Debit card - DACE will telephone you on the number above to take your payment
<input type="checkbox"/> Cheque - enclose your cheque made payable to Swansea University
<input type="checkbox"/> In Person - call in to DACE between 10am - 12pm or 2pm - 4pm. Please do not send cash through the post.

I confirm that the information I have given on this form is correct.

Signed: _____ Date: _____

Ffurflen Archebu Lle

Ni ddefnyddir yr wybodaeth a roddir ar y ffurflen hon ond i gofrestru'ch diddordeb a sicrhau lle ar y cwrs/cyrsiau o'ch dewis. Bydd cofrestru'n digwydd yn eich dosbarth cyntaf lle bydd gofyn i chi gwblhau ffurflen gofrestru lawn.

1. Eich dewis cwrs: Gwrs/cyrsiau sydd o ddiddordeb i chi (*atodwch ddalen arall os oes angen*)

Cod y Cwrs:	Enw'r Cwrs:	£
Cod y Cwrs:	Enw'r Cwrs:	£

2. Eich categori ffioedd: Ticiwch eich categori ffioedd am y cwrs/cyrsiau o'ch dewis.

Cyrsiau Rhaglenni Llwybrau (Codau OP)	Modiwlau AU Achrededig (codau DA)
<p>Passport to Study. Rydw i:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Wedi ymddeol ac yn derbyn credydau pensiwn <input type="checkbox"/> Yn ddi-waith a/neu'n ddigyflog ac yn derbyn un neu fwy o'r budd-daliadau canlynol ar sail prawf moddion - cymhorthdal incwm, budd-dal tai, budd-dal y dreth gyngor, lwfans ceiswyr gwaith, credyd cynhwysol. <i>Nid oes unrhyw fudd-dal arall yn gymwys. Rhaid atodi tystiolaeth eich bod yn derbyn credydau pensiwn/ budd-daliadau i'r ffurflen archeb</i> <p>Ffi Gonsesiwn. Rydw i:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Yn gweithio llai na 16 awr yr wythnos (<i>gan gynnwys amser hunangyflogedig</i>) <input type="checkbox"/> Wedi ymddeol, yn derbyn pensiwn y wladwriaeth a/neu bensiwn preifat ond heb dderbyn credydau pensiwn <input type="checkbox"/> Yn ddi-waith neu'n ddigyflog, ond heb dderbyn un neu fwy o'r budd-daliadau a restrir uchod <p>Ffi Lawn. Rydw i:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Yn berson cyflogedig/ar gyflog, yn gweithio mwy na 16 awr yr wythnos (<i>gan gynnwys amser hunangyflogedig</i>) 	<p>Os ydych yn newydd i Addysg Uwch neu'n uwchraddio'ch cymwysterau, mae'n bosibl y byddwch yn gymwys i dderbyn cymorth ariannol tuag at gostau'ch modiwl - gweler tudalen 12. Cysylltwch â ni i gyflwyno cais am:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Cymorth Ariannol <input type="checkbox"/> Grant Awdurdod Addysg Lleol <input type="checkbox"/> Taliad drwy randaliadau (<i>cyrsiau 30 wythnos a throsodd yn unig</i>) <p>Ffi Gonsesiwn. Rydw i:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Yn berson cyflogedig/ar gyflog, yn gweithio mwy na 16 awr yr wythnos (<i>yn cynnwys hunangyflogedig</i>) <input type="checkbox"/> Wedi Ymddeol <input type="checkbox"/> Yn ddi-waith neu'n ddigyflog <p>Ffi Lawn. Rydw i:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Yn berson cyflogedig/ar gyflog, yn gweithio mwy na 16 awr yr wythnos (<i>yn cynnwys hunangyflogedig</i>) <input type="checkbox"/> Yn ail-wneud modiwl

Mae **Cyrsiau Adfer y Gost** yn cael eu prisio yn ôl yr wybodaeth yn y llyfryn; nid oes ffioedd consesiwn na chymorth ariannol ar gael.

3. Eich manylion: Ydych chi wedi astudio gydag AABO yn barod? YDW NAC YDW

Teitl:	Cyfenw:
Enw blaen 1:	Enw blaen 2:
Dyddiad Geni:	Rhyw:
Cyfeiriad Cartref:	
Cod post:	Rhif Ffôn Cyswllt yn ystod y dydd:
Gwlad yr ydych yn byw ynddi'n barhaol:	Cymhwyster Uchaf hyd yma:

4. Os ydych yn **wladolyn o wlad nad yw'n rhan o'r Ardal Economaidd Ewropeaidd, yn ffoadur neu'n geisiwr lloches**, atodwch gopi o'ch pasbort cyfredol a'ch fisa a cherdyn adnabod y DU os oes un gennych chi, i'r ffurflen hon
5. Os oes gennych chi anghenion cymorth ychwanegol, ac mae angen cymorth, cysylltwch â ni mor fuan â phosibl i'w trafod.
6. Os oes gennych **euogfarn droseddol heb ei datrys**, rhwch wybod i ni cyn dychwelyd ffurflen archeb. Bydd cofnodion troseddol dim ond yn cael eu hystyried pan fo'r euogfarn yn berthnasol.

7. Eich taliad: Ticiwch, os gwelwch yn dda.

<input type="checkbox"/> Cerdyn debyd - Bydd AABO yn cysylltu â chi ar y rhif ffôn a roddwyd uchod i gymryd eich taliad
<input type="checkbox"/> Siec - amgaewch siec yn daladwy i Prifysgol Abertawe
<input type="checkbox"/> Mewn Person - galwch heibio'r AABO rhwng 10am-12pm neu 2pm-4pm. Peidiwch ag anfon arian parod drwy'r post.

Cadarnhaf fod y wybodaeth yr wyf wedi'i chyflwyno ar y ffurflen hon yn gywir.

Llofnod: _____ Dyddiad: _____



Would you like to study for a part-time degree with Swansea University in your community?

Gain a BA (Honours) in Humanities, History or English

- From September 2013, study during the day and/or evening
- Available at venues throughout Swansea, Carmarthenshire, Neath Port Talbot and Pembrokeshire
- FREE for eligible students or £690 per year
- NO formal qualifications needed
- Help with childcare costs for eligible students
- Study skills support available

Hoffech chi astudio ar gyfer gradd ran amser gyda Phrifysgol Abertawe yn eich cymuned?

Enillwch BA (Anrhydedd) Dyniaethau, Hanes neu Saesneg

- Fis Medi 2013, gallwch astudio yn ystod y dydd a/neu'r nos
- Hefyd ar gael mewn lleoliadau ar draws Abertawe, Sir Gâr, Sir Benfro ac Castell-nedd Port Talbot
- YN RHAD AC AM DDIM i fyfyrwyr cymwys neu £690 y flwydyn
- DOES DIM angen cymwysterau ffurfiol
- Help gyda chostau gofal plant i fyfyrwyr cymwys
- Mae cymorth sgiliau astudio ar gael

Contact Janice Brown for
further information

01792 295499/295935

j.p.brown@swansea.ac.uk

www.swansea.ac.uk/dace

Cysylltwch â Janice Brown
am ragor o wybodaeth

01792 295499/295935

j.p.brown@abertawe.ac.uk

www.swansea.ac.uk/dace





For news, details on forthcoming events and courses and other useful information check our website www.swansea.ac.uk/dace/news

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And follow us on Twitter



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Am newyddion, manylion am ddigwyddiadau a chysiau'r dyfodol a rhagor o wybodaeth ddefnyddiol, trowch at ein gwefan www.swansea.ac.uk/dace/news

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A'n dilyn ni ar Twitter



www.twitter.com/DACE_SwanseaUni

