



Training and Development Provider

Medindie House
1 Northcote Terrace
MEDINDIE SA 5081
P: (08) 8342 6381
F: (08) 8344 4062
info@inap.org.au
www.inap.org.au

Semester 2, 2010

Dear Student,

Thank you for your enrolment and terms and conditions forms. We would like to confirm that you have been accepted into the INAP Training and Development **Screen & Media** course.

This course will commence on **Wednesday 21 July** at **Marden Senior College, Marden Road, Marden** from **4.15pm to 7.15pm** for 16 weeks. This course will conclude on **Wednesday 17 November 2010**.

Please meet the trainer in front of the main administration building on the first night (see map enclosed).

Specific requirements for your training will be discussed during the first session with your trainer, along with the INAP and in-house Induction explaining the specific requirements and expectation of participation in your VET course. **At your first session your parent/guardian is expected to attend for the first half an hour to hear the induction and course specific requirements.**

Please familiarise yourself with the terms and conditions form that you, your parent/guardian and school have signed and returned to INAP. Please take note of the cancellation conditions. Your terms and conditions form are your acceptance of these conditions and approval of your enrolment into this VET course.

Please find enclosed specific course information for your first lesson. This will include the following:

- A map of the venue
- Course schedule
- Information sheet showing your trainers contact details

May I please take this opportunity to thank you for your enrolment with INAP and to ensure that you are fully aware of the commitment you have made to your VET course? Please note that you are required to contact your trainer if you are unable to attend any VET lesson and have a signed note of explanation from a parent/guardian or your school for your absence. Please be aware that your VET course takes priority over sporting commitments and casual employment and missing 3 classes may result in withdrawal from your course.

If you require any further information pertaining to your course please see our website www.inap.org.au or see your school VET coordinator. The information enclosed with this letter (which you need to retain throughout the duration of your course) is available from our website. If you have any queries or concerns, please contact me via email on rachel@inap.org.au.

We trust you will have a productive and enjoyable experience and wish you all the very best.

Yours sincerely

Rachel Rowett

Rachel Rowett
Manager

Please note that all Semester 2, 2010 students will GRADUATE on Wednesday 24 November 2010 at Blackfriars Priory School – official invitations will be distributed in September.

Screen & Media

SEMESTER 2, 2010 COURSE PROGRAM

DAY OF COURSE: Wednesday

TRAINER: Viji Mohan

CONTACT NUMBER: 8366 2808

WEEK	DATE OF CLASS	UNIT of COMPETENCY	COURSE OUTLINE	TIMES OF CLASS
1.	21 July	CUFDIG303A	Induction Produce and prepare photo images	4.15 – 7.15pm
2.	28 July			4.15 – 7.15pm
3.	4 August			4.15 – 7.15pm
4.	11 August			4.15 – 7.15pm
5.	18 August			4.15 – 7.15pm
6.	25 August			4.15 – 7.15pm
7.	1 September			4.15 – 7.15pm
8.	8 September			4.15 – 7.15pm
9.	15 September	BSBDES201A	Follow a design process	4.15 – 7.15pm
10.	22 September			4.15 – 7.15pm
School Holiday's				
11.	13 October			4.15 – 7.15pm
12.	20 October			4.15 – 7.15pm
13.	27 October			4.15 – 7.15pm
14.	3 November			4.15 – 7.15pm
15.	10 November			4.15 – 7.15pm
16.	17 November			4.15 – 7.15pm

LOCATION: Marden Senior College, Marden

REQUIREMENTS: These will be discussed at induction and first lesson.
Come prepared with writing materials.

Marden Enrolment Form – explanation sheet

Please complete the **top** part only.

Please write the course you have selected somewhere on the top of the sheet – eg: Business, Fibre Fashion, Screen and Media

This form needs to be completed and handed to your trainer at the first lesson, so that it can be processed in order for you to access the Marden computer system

Many thanks



Training and Development Provider

Course Name: **Screen & Media**

Training location and a map attached

Marden Senior College

Marden Road, MARDEN

Day of the week: Wednesday

Start Date: 21 July 2010 **Finish Date:** 17 November 2010

Weeks: 16

Start time: 4.15pm **Finish Time:** 7.15pm

Trainer's Name: Viji Mohan

Trainer's Contact: 8366 2808

Course Outline: This course is an introduction to basic photo manipulation/creation and multimedia software. Different techniques for manipulating photos are taught, including black and white, sepia, collages and much more. Design aspect of creating websites will be discussed, including the navigation, interface and web standards. The outcomes are a website to display the created photos along with a portfolio of printed photos.

What to bring: USB key. A4 Sketch book

Uniform/Dress standard required: Full School Uniform

Other information relating to the course: N/A

Do I need to pack a meal/snack: There will be a small break in the middle of the class if you wish to bring a snack.

Marden Senior College

Marden Road, MARDEN

Courses: Business Services, Graphic Design, Screen & Media & Fibre Fashion

