

## Health and Safety

### CIEH Stress Awareness

This qualification can be completed as a standalone Level 1 certificate. It aims at raising awareness of likely sources of work related stress, the range of symptoms and options for their controls. It is suitable for anyone who feels this would be of benefit to themselves or others.

stressors and the development of basic controls.

This course can be completed within one day.

Assessment via short answer reflective questions.

Topics include the definitions of stress, identification of work place

### CIEH Control of Substances Hazardous to Health

The principles of COSHH is a stand-alone qualification, which complements the CIEH Foundation Certificate in Health and Safety programme. It is aimed at those who use substance hazardous to health at work and introduces students to the hazards associated with those substances, the risks and controls available and what to expect from a COSHH assessment.

Topics include definitions and types of substances, effects of health, regulations and COSHH assessments.

This training can be completed within one day.

Assessment is by means of a short objective test of 20 questions.

### CIEH Certificate in Food Safety

The course is designed at those working within the food industry and concerned with the appreciation of good hygiene practice. Courses are available at Level 1 and 2. Level 1 is aimed at those in low risk areas such as front of house, waiting and check out staff. Level 2 for those in direct contact with food preparation and storage.

Topic areas include hazards and dealing with the issues at the heart of food safety, controls and dealing with prevention and legal compliance.

The course can be completed within one day.

Assessment is via a short multiple choice question paper.

### First Aid Appointed Person

This course is an introduction into the principals and application of everyday emergency first aid.

This training can be completed within one day.

Topics will include the recognition and treatment of common illnesses and injuries; and providing emergency first aid.

Assessment is by means of a short practical and written paper.

### First Aid at Work Certificate

This training is suitable for anyone wishing to become a first aider in the workplace. It is valid for three years after which time a refresher is required.

Topics will include the roles, responsibilities and duties of the first aider, assessing the scene, emergency first aid, recognition and treatment on a range of injuries and illness.

The course requires four days of training.

Assessment is by means of a practical and written examination.

**For NEBOSH Health & Safety see page 61.**

**The courses above take place at the Kingsland Skills Institute Campus, Houghton Regis 01582 861607.**

## Art and Design - Short Courses

### City and Guilds Textiles 7822 - Level 2 **NEW**

Develop your skills in dyeing and printing techniques for embellishing fabrics; including tie and space dyeing, marbling, block and screen printing, transfer and discharge printing, batik, stenciling and painting a variety of fabric types. You will also need to study the Design for Craft module unit 1 which will also give you an introduction to Design development.

**This course is suitable for beginners or those with some**

DAY	Monday
DATE	29/09/08
TIME	1830-2100
WEEKS	30
FEE	£250
DISCOUNTED FEE	N/A
CODE	20144 E18MA

### City and Guilds 7722 Life Drawing

A basic introduction to Life Drawing with one of our experienced staff. This course introduces core elements of form and structure, tone, shape and composition, as well as mixed media and colour. You will also gain a City and Guilds certificate at the end of the programme.

**This course is suitable for beginners or those with some previous experience.**

DAY	Wednesday
DATE	14/01/09
TIME	1830-2130
WEEKS	10
FEE	£65
DISCOUNTED FEE	£61
CODE	20143 E08MA

## Art and Design - Short Courses

### Getting Started in Ceramics **NEW**

You will learn basic ceramic techniques such as slab and coil as well as decorating and glazing.

**This course is suitable for beginners or those with some previous experience.**

DAY	Monday
DATE	06/10/08
TIME	1830-2030
WEEKS	6
FEE	£50
DISCOUNTED FEE	N/A
CODE	20456 E08MA

### Introduction to watercolours and/or acrylics **NEW**

Try out a variety of watercolour and acrylic techniques in order to achieve artwork you can be proud of.

**Suitable for beginners.**

DAY	Monday
DATE	20/04/09
TIME	1830-2030
WEEKS	6
FEE	£50
DISCOUNTED FEE	N/A
CODE	20157 E08MA

### City & Guilds 7722-22 Drawing and Painting

This is an introduction to painting and drawing from primary and secondary sources. You will learn the basic application techniques and the observational skills needed, in order to be competent in both drawing and painting. You will explore primary, secondary and tertiary colour relationships, along with basic drawing and painting techniques to achieve colour contrasts and textures.

A portfolio of work that best reflects developing skills and creativity, with notes and evaluations including health and safety, will be needed to pass the qualification. Materials can be purchased from our Art Shop during the daytime if required.

**This course is suitable for beginners or those with some previous experience.**

DAY	Wednesday
DATE	01/10/08
TIME	1830-2130
WEEKS	10
FEE	£150
DISCOUNTED FEE	£65
CODE	20140 E08MA

### Introduction to Latin & Ballroom Dancing **NEW**

An exciting introduction to the world of Latin American and Ballroom Dance, taught by our very own certified instructor Lyn Moules. Lyn runs our very successful Performing Arts course at Dunstable and also her own Dance Academy in Luton.

**This course is suitable for beginners or those with some previous experience.**

DAY	Thursday	Thursday
DATE	02/10/08	15/01/09
TIME	1830-2100	1830-2100
WEEKS	10	10
FEE	£75	£75
DISCOUNTED FEE	N/A	N/A
CODE	20842 E08MA	20842 E08MA

The courses above take place at Main Campus, Kingsway, Dunstable.

All the courses on this page take place at Main Campus, Kingsway, Dunstable.

## Art and Design - Short Courses - IT

For Summer School sessions in this area, please refer to page 6.

### CROCNAC Introduction to QuarkXpress

This course is intended to take you from the elementary concepts of desktop publishing to formatting books, magazines, news sheets, flyers, leaflets and brochures. It includes an introduction to type and typography, text and text boxes, preparing manuscripts and marking

corrections, scanning photographs in colour, and black and white, printing and proofing documents. It is suitable for artists, designers and those with a keen interest in graphic design, who have a basic knowledge of computers.

**No formal qualifications are required or any prior experience needed.**

DAY	Tuesday	Tuesday
DATE	30/09/08	24/02/09
TIME	1830-2030	1830-2030
WEEKS	15	15
FEE	£150	£150
DISCOUNTED FEE	N/A	N/A
CODE	20240 E08MA	20240 E08MB

### CROCNAC Introduction to Photoshop

This course is intended to take students from the elementary concepts of digital imaging to retouching, compositing, using layers, selecting, masking, painting, cropping, cloning, exposure compensation and colour correcting

images for printing and publishing. It is suitable for artists, designers, photographers and those with a keen interest in photography, or with a basic knowledge of computers.

**No formal qualifications are required or any prior experience needed.**

DAY	Monday	Monday
DATE	29/09/08	23/02/09
TIME	1830-2030	1830-2030
WEEKS	15	15
FEE	£150	£150
DISCOUNTED FEE	N/A	N/A
CODE	20340 E08MA	20340 E08MB

### Final Cut Pro 6 Digital Imaging **NEW**

This 10 week hands-on course introduces learners to the primary features and basic interface of Final Cut Pro 6. In this course you learn to perform basic editing functions while familiarising yourself with the user interface. The course is delivered by our Apple Certified Instructor, who has got extensive experience in teaching video postproduction.

**This course is suitable for those who are working in the Creative Design Industries wanting to update their skills.**

DAY	Wednesday
DATE	01/10/08
TIME	1830-2100
WEEKS	10
FEE	£299
DISCOUNTED FEE	N/A
CODE	20341 E08MA

### Digital Imaging ADOBE Photoshop CS Advanced **NEW**

This course shows you techniques and tips for digital photo-restoration and commercial re-touching all types of photographs. Colour and image improvement are key elements for producing stunning commercial and professional photography.

**The Photoshop CS course is designed for users who already have a working knowledge of Photoshop CS.**

DAY	Monday
DATE	12/01/09
TIME	1830-2100
WEEKS	10
FEE	£249
DISCOUNTED FEE	N/A
CODE	20345 E08MA

## Art and Design - Short Courses - Photography

### Getting the most from your Digital Camera

Learn how to get the best out of your digital camera whilst exploring areas such as shutter speeds, apertures, different lenses and accessories, image manipulation and composition.

**This course is suitable for beginners or those with some previous experience.**

DAY	Wednesday
DATE	14/01/09
TIME	1900-2100
WEEKS	6
FEE	£67
DISCOUNTED FEE	N/A
CODE	20343 E08MA

### Taking better Digital Pictures

Learn to take better pictures by gaining an increased understanding of composition, lighting effects, depth of field and image manipulation.

**All beginners welcome.**

DAY	Wednesday
DATE	05/11/08
TIME	1900-2100
WEEKS	6
FEE	£67
DISCOUNTED FEE	N/A
CODE	20341 E08MA

All the courses on this page take place at Main Campus, Kingsway, Dunstable.

## Art and Design - Short Courses - Photography

### Introduction to Fashion Photography **NEW**

Learn to take photographs and manipulate your own fashion shoot. This course will give you a basic introduction to lighting, sets, camera techniques, working with a model and basic photo shop, in order to create your very own fashion page layout.

DAY	Monday
DATE	29/09/08
TIME	1830-2100
WEEKS	10
FEE	£179
DISCOUNTED FEE	N/A
CODE	20344 E08MA

### BTEC Award in Graphics **NEW**

This EDEXCEL qualification is a 120 hour qualification comprising of two units of 60 hours each. It will give you a sound introduction the world of Graphic Design, enabling you to develop your design and computer skills to a higher level. Progression to a BTEC certificate or our full time Diploma is encouraged after completion.

#### Specific entry requirements

Of your five GCSE passes at Grade C or above, one must be in a creative subject.

#### Course requirements

Art & Design materials (which can be brought from the College art shop)

#### Contents

Design for Advertising, Computer applications, Typography, Design development, Lens based Imagery, Illustration, Contextual studies

#### Exam board

Edexcel.

DAY	Tuesday
DATE	30/09/08
TIME	0900-1215
WEEKS	30
FEE	£325
DISCOUNTED FEE	£80
CODE	TBA

## Art and Design - Foundation Diploma

### Foundation Diploma in Art and Design (2 years part-time)

This is a pre-degree course and is ideal preparation for university, enabling mature students with a passion for art and design to discover their strengths and develop their potential within the subject area. The course is equally suitable for those who simply wish to develop their creative potential; expanding established areas of interest, while simultaneously discovering new and exciting materials and processes. Dunstable College is well respected for the delivery of this course and the quality of work produced by its students. All students are well supported by a dedicated team of specialist lecturers, all of whom are practising artists in their own right. On this course you will study areas such as: painting and drawing, 3D design, CAD, graphic design, textile/fashion design, printmaking, photography, historical and contextual studies.

**Entry to the course is via an informal interview and a portfolio of work, which should demonstrate a commitment, passion and enthusiasm for the visual arts. Formal entry requirements can be waived for those over the age of 21, at the discretion of the Course Leader.** Standard entry requirements are five GCSE passes at Grade C or above, including English Language and a pass in an art-related subject at A Level. **The course takes two years to complete on a part-time basis. Typically, you could expect to attend College for two days per week, at times to be negotiated with your tutor.**

Progression into higher education from this course is made easy at Dunstable College, with a variety of Foundation Degrees available, also on a part-time basis; these are

detailed on page 26 -27. There will be one residential trip during the course (cost approximately £200-£300) plus a few individual day trips (costing approximately £30). A kit fee may be charged additionally; these costs will be discussed at interview.

	YEAR 1 OF 2	YEAR 2 OF 2
DAY	TBA	TBA
DATE	29/09/08	TBA
TIME	-	-
WEEKS	30	30
FEE	£480	£480
DISCOUNTED FEE	£280	£280
CODE	20944 D18MA	TBA

All the courses on this page take place at Main Campus, Kingsway, Dunstable.

## Art and Design - Foundation Degrees part-time

### Foundation Degree (FdA) Contemporary Fine Art Practice

This course aims to focus students' attention toward Contemporary Fine Art practice within the context of a rapidly developing multi-cultural society, in which the traditional notions of artistic production are being continually challenged by new and exciting conceptual alternatives. Whilst traditional artistic practice has depended upon notions of the subject, increasingly, new artistic contexts have more regard for the interplay between technology, contexts for viewing/audience participation, media and the use of public relations as a creative tool. This course will enable you to study a wide variety of artistic contexts in which considerations of place or space significantly contribute to the overall effect of a piece of art. You will develop an approach to your own artistic practice through a lecture and seminar series which will cover

contemporary debates relating to aspects such as:

- Installation and multi-media
- Historical and contextual studies
- Traditional materials and new technologies
- Public arts funding and sponsorship
- Setting up as a freelance artist.

On successful completion of this course, you may progress as a freelance practitioner or on to a BA (Hons) top-up year. To take this course, applicants will require either a National Diploma in Art and Design, a Diploma in Foundation Studies or Access to Art and Design.

**Mature students and students with no formal qualifications but with a suitable portfolio of work, will also be considered.**

This course will be studied **part-time over three years**. Exact days of the week and times of classes can be negotiated with the tutor at interview prior to starting the course. The course runs over two 15-week semesters per annum. If you would like further information about this course, which may also be studied on a full-time basis, please request the relevant Higher Education Course Leaflet.

DAY	w/c
DATE	29/09/08
TIME	-
WEEKS	30
FEE	£836
DISCOUNTED FEE	N/A
CODE	20943 D18MA

Please note: the fee shown is per annum.

## Art and Design - Foundation Degrees

### Foundation Degree (FdA) Graphic Design and Advertising

This new programme prepares young creatives to work as graphic designers, conceptual art directors and copywriters for work in the graphic design and advertising industries. Year one establishes the ethos of the course through a common core studies programme and through learning essential techniques and skills. Some of the specialist modules include:

- Introduction to graphic design
- Design process
- Computing for graphic designers
- Creative typography
- Advertising
- Professional practice for designers
- Critical design study
- Digital imaging
- Visual communication
- Photography.

Following this, students are encouraged to develop their own pathway in subsequent years by gaining an understanding of the culture of graphic design and advertising. Throughout the programme, project briefs will be integrated with live and competition briefs.

The culmination of the course is an independently developed practical project through which students can showcase their work and creative practice to potential employers. On successful completion of the course, students may progress to the BA (Hons) Graphic Design for Print and New Media Degree programme at Dunstable College. Students can also go into design-related employment such as advertising agencies, design consultancies, publishing houses, publicity/promotions departments and television or set up their own design business or become freelance graphic designers/illustrators.

To take this course, applicants will need either a National Diploma in Graphic Design or General Art and Design, a Diploma in Foundation Studies in Art & Design, an Access qualification or relevant A Levels.

**Mature students with no formal qualifications but who have an appropriate background, interest or industrial experience will also be considered.**

This course will be studied **part-time over three years**. Exact days of the week and times of classes can be negotiated with the tutor at interview prior to starting the course. The course runs over two 15-week semesters per annum. If you would like further information about this course, which may also be studied on a full-time basis, please request the relevant Higher Education Course Leaflet. Please note: the fee shown is per annum.

DAY	w/c
DATE	29/09/08
TIME	-
WEEKS	30
FEE	£836
DISCOUNTED FEE	N/A
CODE	20940 D18MA

## Art and Design - Foundation Degrees

### Foundation Degree (FdA) Creative and Editorial Photography

Photography, both analogue and digital, plays a major role in visual communications today. Whether it is for print-based, new media, specialised or particular market-orientated magazines or for internet-based applications, good photography has a currency worldwide as the prime means of communication. Photography also has a strong recognition as a creative medium with a significant role in fine art practice. This course aims to engage students in contemporary photographic practice where there is an integration of approaches to image-making, ideas related to

photography, photographic image processing and the visual world at large. Through work-related studies, students will gain insights into professional and business practice in the field of either creative or editorial photography. On successful completion of the course, students may progress to a relevant BA (Hons) Degree top-up programme or into related employment. To take this course, applicants will need either a National Diploma in Photography, a Diploma in Foundation Studies in Art & Design, an Access qualification or relevant A Levels.

**However, students with no formal qualifications but who have an appropriate background, interest or industrial experience will also be considered.**

This course will be studied **part-time over three years**. Exact days of the week and times of classes can be negotiated with the tutor at interview prior to starting the course. The course runs over two 15-week semesters per annum. If you would like further information about this course, which may also be studied on a full-time basis, please request the relevant Higher Education Course Leaflet.

DAY	w/c
DATE	29/09/08
TIME	-
WEEKS	30
FEE	£836
DISCOUNTED FEE	N/A
CODE	20941 D18MA

Please note: the fee shown is per annum.

### Foundation Degree (FdA) Fashion and Surface Pattern Design

Fashion design and its closely allied discipline, surface pattern design, are significant entrepreneurial activities within the creative industries, which, in turn, have become major contributors to the British economy. The fashion and clothing industry is diverse, with clothing sometimes being designed and made for a limited, but highly sophisticated clientele, in design studios of no more than ten people. Alternatively, designers can become members of large teams involved in production runs for various high street retailers, department stores and supermarket outlets such as Next, George and Top Shop. The textile industry,

making woven, knitted and printed fabrics is similarly diverse, ranging from specialist and small production runs to mass-produced fabrics for fashion and furnishings.

The foundation degree programme supports two pathways, offering students the opportunity to develop skills and knowledge in designing and making, related to fashion and clothing, and to the constructing and printing of textiles related to the clothing industry. On successful completion of this course, students may progress to a relevant BA (Hons) Degree top-up programme or into related employment. To take this

course, applicants will require either a National Diploma in an Art & Design pathway, a Diploma in Foundation Studies in Art & Design, an Access qualification or relevant A Levels.

**However, students with no formal qualifications but who have an appropriate background, interest or industrial experience will also be considered.**

This course will be studied **part-time over three years**. Exact days of the week and times of classes can be negotiated with the tutor at interview prior to starting the course. The course runs over two 15-week semesters per annum. If you would like further information about this

DAY	w/c
DATE	29/09/08
TIME	-
WEEKS	30
FEE	£836
DISCOUNTED FEE	N/A
CODE	20942 D18MA

course, which may also be studied on a full-time basis, please request the relevant Higher Education Course Leaflet.

The courses above take place at Main Campus, Kingsway, Dunstable.

## Beauty Therapy

Courses in Beauty, Hairdressing, Health and Massage will be run at the Kingsland Skills Institute Campus, Parkside Drive in Houghton Regis. For the first attendance you need only bring a pen and paper. Most courses now require an external exam. Throughout the year, we will run short professional courses in Beauty, Hairdressing, Health & Massage.

### VTCT Diploma Beauty Specialist Techniques (fast track) - Level 2

You will cover cosmetic make-up, manicure and pedicure, waxing depilation and facials, lash treatments and skin tanning. It is ideal if you wish to enter employment in the field of beauty therapy. You do not need any formal qualifications or prior experience to take the course, but you will need to attend an interview and need to be over the

age of 19 as the course is aimed at mature students. You will need to purchase a professional kit and uniform. Further details and order forms will be given to you at the first class. VTCT registration fee £15.

**This course takes place at the Kingsland Skills Institute Campus, Houghton Regis.**

**This course is also available at the Learning Warehouse, Leighton Buzzard. See pages 77-82.**

DAY	Monday	Saturday
DATE	29/09/08	04/10/08
TIME	0930-1700	0930-1700
WEEKS	30	30
FEE	£450	£450
DISCOUNTED FEE	£175	£175
CODE	26155 D18KA	26155 D18KB

All the courses on this page take place at Main Campus, Kingsway, Dunstable.