

<p>This Taster normally takes 4 – 5 sessions of less than 3 hours each. Ask the staff in your learning centre which times you can attend to take the course.</p>	
Who might be interested in this Taster?	<p>Many different people will find this Return to Study Taster useful especially those wanting to return to study either full or part time.</p>
What's in the Taster?	<p>The Taster uses learndirect scotland's online learning system, Skillnet, which you can access in your local learning centre. You may even be able to access it at home if you have a computer and suitable internet connection – ask your learning centre staff for more information.</p> <p>There are four different course modules for you to work your way through at your own pace. You can even go back and do something again if you are unsure.</p>
Skillnet Courses	<p>There are four courses for you to study in Skillnet:</p> <ul style="list-style-type: none"> • Learning to Learn • Creative Techniques • Typing Tutor • Workstation Essentials
Session 1	<p>Course Overview Skillnet Induction</p> <ul style="list-style-type: none"> • Learning to Learn <ul style="list-style-type: none"> ○ Effective writing
Activity 1	<p><i>Additional Exercises: Ask your tutor for writing activities</i></p>
Session 2	<ul style="list-style-type: none"> • Learning to Learn <ul style="list-style-type: none"> ○ Searching on the web • Typing Tutor <ul style="list-style-type: none"> ○ KAZ Keyboarding A-Z
Activity 2	<p><i>Additional Exercises: Ask your tutor for web searching activities</i></p>
Session 3	<ul style="list-style-type: none"> • Learning to Learn <ul style="list-style-type: none"> ○ Searching a library • Typing Tutor <ul style="list-style-type: none"> ○ KAZ Keyboarding A-Z
Activity 3	<p><i>Additional Exercises: Ask your tutor for library searching activities</i></p>
Session 4	<ul style="list-style-type: none"> • Learning to Learn <ul style="list-style-type: none"> ○ Effective listening • Typing Tutor <ul style="list-style-type: none"> ○ KAZ Keyboarding A-Z

Activity 4	<i>Additional Exercises: Ask your tutor for activities</i>
Session 5	<ul style="list-style-type: none">• Typing Tutor<ul style="list-style-type: none">○ KAZ Keyboarding Practice• Creative Techniques<ul style="list-style-type: none">○ Mindmapping and brainstorming• Workstation Essentials
Activity 5	<i>Additional Exercises: Mindmapping and Brainstorming</i>
Next steps	<i>What would you like to do next? Your learning centre will be happy to advise or you could call the learndirect scotland helpline free on 0808 100 9000</i>