



TRAINING SCHEDULE FOR SHORT COURSES, *POST-NITEC*, TRAIN THE TRAINER AND FUNCTIONAL ENGLISH
(APR 2010 INTAKE)

Stay Ahead with the Winning Formula

Upgrade yourself with ITE Part-Time education.

Sign up **NOW** !

No	Course Title	Hrs	Fees *	Training Day / Date	Time	Training Venue
AUTOMOTIVE & BUILDING SERVICES						
1	Understanding Your Car	15	\$120	Mon & Thu 19 Apr – 3 May Thu 15 Apr – 13 May	6.30-9.30pm 6.30-9.30pm	CC-YS Blk 5 Level 1 Room 10 CW-BR Automotive Tech Dept Blk A Level 2
2	Basic Maintenance of Residential Air-Conditioning (Split Unit)	24	\$410	Mon 12 Apr – 31 May	6.45-9.45pm	CE B05-13
3	Basic Electrical Principles for Air-Con Installation & Maintenance FULL	18	\$290	Thu 22 Apr – 27 May	6.45-9.45pm	CW-DR Room 22-01
4	Building Fire Protection Equipment Maintenance FULL	20	\$270	Tue 13 Apr – 25 May	6.45-9.45pm	CE T03-32
5	Plumbing Maintenance	20	\$280	Thu 15 Apr – 27 May	6.45-9.45pm	CE T02-22B
6	Air-Conditioning Maintenance FULL	20	\$370	Wed 14 Apr – 26 May	6.45-9.45pm	CE T02-23
7	Swimming Pool Maintenance & Operation @	30	\$390	Tue 13 Apr – 15 Jun	6.45-9.45pm	CE T03-29
@ Joint certification between ITE & Singapore Environment Institute (SEI)						
ELECTRICAL & ELECTRONICS						
8	Foundational Mathematics for Nitec ♦ NEW	24	\$230	Tue & Thu 13 Apr – 6 May	6.30-9.30pm	CW-DR Room 22-13
9	CP5:1998 Code of Practice for Electrical Installation FULL	30	\$270	Thu 22 Apr – 24 Jun	6.45-9.45pm	CE B05-18
10	Switchboard Maintenance ♦ FULL	30	\$280	Mon 12 Apr – 14 Jun	6.45-9.45pm	CE T03-06
11	Electrical Testing & Inspection for Residential & Commercial Properties FULL FULL	15	\$300	Wed 14 Apr – 12 May	6.45-9.45pm	CE T04-05
				Wed 19 May – 16 Jun	6.45-9.45pm	CE T04-05
12	Introduction to PLC Programming ♦	30	\$300	Tue 6 Apr – 25 May; Thu 20 & 27 May	6.45-9.45pm	CW-BB Room E209
				Wed 14 Apr – 9 Jun	6.45-9.45pm	CW-DR Room 2308
13	EIB/KNX Planning, Projecting and Commissioning	40	\$1,290	Mon – Thu 14 – 17 Jun	8.30am-5.30pm	CE T01-11A
14	Motor Starters & Maintenance	18	\$300	Thu 15 Apr – 20 May	6.45-9.45pm	CE T04-05



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15	Electrical Drives & Troubleshooting	21	\$340	Sat 10 Apr – 24 Apr	9.00am-5.00pm	CE T04-02
16	Home Electrical Maintenance	20	\$320	Tue 13 Apr – 25 May	6.45-9.45pm	CE T02-19
17	Photovoltaic Installer ♦	14	\$390	Mon & Tue 14 & 15 Jun	8.30am-5.30pm	CE T01-11
18	Wafer Fab Boot Camp	14	\$270	Sun 18 & 25 Apr	8.00am-5.00pm	CC-YS Wafer Fab Lab
FIBRE INSTALLATION						
19	Fibre Optics Installer	<i>CITREP FULL</i> 15	\$970	Fri & Sat 11 & 12 Jun	9.00am-5.30pm	CE T01-09
20	Fibre Testing and Troubleshooting ♦	<i>CITREP FULL</i> 8	\$650	Thu 17 Jun	9.00am-5.30pm	CE T01-09
COMPUTER-AIDED DRAFTING & INFORMATION TECHNOLOGY						
21	AutoCAD 2010 (Beginner) #	<i>FULL FULL</i> 30	\$510	Tue & Thu 13 Apr – 13 May Mon & Wed 12 Apr – 12 May	6.45-9.45pm 6.45-9.45pm	CC-TP Room 5301B CC-TP Room 5302B
22	AutoCAD 2010 (Intermediate) # ♦	30	\$550	Mon & Wed 12 Apr – 12 May	6.45-9.45pm	CC-TP Room 5301B
# These modules are run by the Design Technology Centre, an authorised Autodesk Training Centre. Autodesk certificates and Certificate of Achievement will be awarded to participants who meet the module requirements. Participants will receive the Autodesk Certificate electronically by email.						
23	Creating Parts and Drawing Assemblies with Solidworks (Beginner)	24	\$300	Thu 15 Apr – 3 Jun	6.45-9.45pm	CE T01-23
24	3D Studio Max Fundamentals ♦	30	\$420	Mon & Wed 19 Apr – 17 May	6.30-9.30pm	CW-DR MDL #1406
25	Computer Networking in Security Technology ^	<i>NEW</i> 21	\$480	Mon – Fri 12 Apr – 16 Apr & Sat 17 Apr	6.30-10.00pm; Sat 9am-12.30pm	28 Maxwell Road, #03-16 Red Dot Traffic, S(069210)
26	Computer Repair & Maintenance	30	\$340	Mon & Wed 19 Apr – 19 May	6.30-9.30pm	CC-MP D301
				Tue 6 Apr – 25 May; Thu 20 & 27 May	6.45-9.45pm	CW-BB E217
				Mon & Wed 12 Apr – 12 May	6.30-9.30pm	CW-DR Room 2311
27	Video Production using Moviemaker	<i>NEW</i> 30	\$440	Tue & Thu 20 Apr – 13 May & Sat 15 May	6.30-9.30pm; Sat 9am-5pm	CW-AMK Lighting Lab
28	CCNA Security – Implementing Network Security With IOS Devices ♦	<i>NEW</i> 42	\$500	Mon & Thu 12 Apr – 27 May	6.30-9.30pm	CW-DR Room 13-08
29	How to Set Up Web Servers, Create Web Pages and Maintain Web Sites	15	\$240	Tue & Thu 1 Apr – 15 Apr	6.45-9.45pm	CW-BR Blk A PC&P Lab
30	How to Set Up Databases and e-Commerce Web Applications for Beginners	15	\$240	Tue & Thu 20 Apr – 4 May	6.45-9.45pm	CW-BR Blk A PC&P Lab



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31	Introduction to Storage Area Network ♦ NEW	42	\$590	Mon & Wed 12 Apr – 26 May	6.30-9.30pm	CW-DR BCL #23-00
32	Wireless Home Network	15	\$190	Mon & Wed 24 May – 7 Jun	6.30-9.30pm	CW-DR Room 2311
				Sun 30 May – 6 Jun	8.00am-5.00pm	CC-YS Room 8106
33	CCNA - Networking Fundamentals (Module 1) + ♦	45	\$560	Tue & Thu 13 Apr – 1 Jun	6.30-9.30pm	CE T04-31
				Mon & Wed 12 Apr – 7 Jun	6.30-9.30pm	CW-DR NWL #1403
34	CCNA - Routing Theory & Router Tech (Module 2) + ♦	45	\$560	Mon & Wed 12 Apr – 31 May	6.30-9.30pm	CE T04-18
				Tue & Thu 13 Apr – 8 Jun	6.30-9.30pm	CW-DR NWL #1403
35	CCNA – LAN Switching & Accessing the WAN (Modules 3 & 4) + ♦ NEW	60	\$790	Tue & Thu 13 Apr – 17 Jun	6.30-9.30pm	CE T04-18
+ This is a module of the Computer Networking course. Upon completion of the 4 modules, you are ready for the Cisco CCNA exams.						
MECHANICAL & MECHATRONICS						
36	TIG Welding NEW FULL	21	\$800	Wed 14 Apr – 26 May	6.30-9.30pm	CC-YS Room 62-06
				Mon 12 Apr – 24 May	6.30-9.30pm	CC-YS Room 62-06
37	Fundamentals of Hydraulics	27	\$380	Mon 5 Apr – 24 May & Thu 20 May	6.45-9.45pm	CW-BB Room E212
				Tue 13 Apr – 8 Jun	6.45-9.45pm	CW-DR Room 2404
38	Basic Pipe Fitting	24	\$340	Sat 24 Apr – 22 May	9.00am-4.00pm	CC-MP F203
BUSINESS & ENTREPRENEURSHIP						
39	Internet Marketing – Making Money Online	15	\$290	Sun 11 Apr – 9 May	9.00am-12.00pm	CE T03-19
40	Tips for Starting Small / Home-Based Business	12	\$160	Wed 14 Apr – 5 May	7.00pm-10.00pm	CC-BS B1-08
41	Tips for Creating Multiple Streams of Income NEW	15	\$270	Mon 19 Apr – 17 May	6.30-9.30pm	CW-CT BIT Lab 2, B6/202
42	Essentials of Excellent Customer Relations	18	\$180	Tue & Thu 13 Apr – 29 Apr	7.00pm-10.00pm	CC-BS B1-06
HEALTHCARE AND BEAUTY & WELLNESS						
43	Wound Management for Healthcare Industry	12	\$180	Tue 6 Apr – 27 Apr	6.00-9.00pm	CE T06-29
44	Post-Nitec in Mental Health Nursing ♦	60	\$790	Mon & Thu 12 Apr – 17 Jun	6.00-9.00pm	CE T06-28



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No	Course Title	Hrs	Fees *	Training Day / Date	Time	Training Venue	
45	Creative Nail Art	6	\$200	Sun 11 Apr	10.00am-5.00pm	CE B01-07	
				Sun 2 May	10.00am-5.00pm	CE B01-07	
				Sun 6 Jun	10.00am-5.00pm	CE B01-07	
46	The Art of Day & Evening Makeup	6	\$190	Sun 18 Apr	10.00am-5.00pm	CE B01-07	
				Sun 9 May	10.00am-5.00pm	CE B01-07	
				Sun 13 Jun	10.00am-5.00pm	CE B01-07	
47	Personal Grooming	6	\$190	Sun 25 Apr	10.00am-5.00pm	CE B02-07 Grooming & Poise Room	
				Sun 16 May	10.00am-5.00pm	CE B02-07 Grooming & Poise Room	
				Sun 20 Jun	10.00am-5.00pm	CE B02-07 Grooming & Poise Room	
PERSONAL ENRICHMENT							
48	Apparel Construction (Skirts) ♦	30	\$350	Tue 13 Apr – 15 Jun	6.30 -9.30pm	CW-DR Room 22-14	
49	Ladies Apparel Pattern Making	30	\$320	Thu 15 Apr – 17 Jun	6.30 -9.30pm	CW-DR Room 22-14	
50	Digital Photography	NEW	12	\$210	Mon 12 Apr – 3 May	6.45-9.45pm	CW-BB E215 Classroom
51	Creating Your Own Rainbow (Mandarin)	NEW	7	\$210	Mon 29 Mar	9.00am-5.00pm	HQ Podium B Level 2
FUNCTIONAL ENGLISH							
52	English for Hospitality Services	NEW	30	\$320	Wed 14 Apr – 16 Jun	6.45-9.45pm	CW-BB E215 Classroom
53	Personal Introductions	20	\$120	Sun 4 Apr – 16 May Tue 6 Apr – 18 May Thu 8 Apr – 20 May	6.45-9.45pm	CC-BS	
54	Seeking & Providing Information	20	\$120				
55	Asking for Help & Giving Advice	20	\$120				
56	Preparing for a Job	20	\$120			CE	
57	Telephone Conversations	20	\$120				
58	Making a Report	20	\$120	Sun 4 Apr – 6 Jun Tue 6 Apr – 8 Jun Thu 8 Apr – 10 Jun	6.45-9.45pm	CC-BS	
59	Beginners' English Level 1	25	\$200				
60	Beginners' English Level 2	25	\$200			CE	
61	Beginners' English Level 3	25	\$200				



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TRAIN THE TRAINER						
62	Instructional Skills	24	\$410	Mon, Tue & Fri 5 Apr – 9 Apr	9.00am-5.15pm	HQ Podium B Level 2
63	Test Construction & Assessment	21	\$400	Mon – Fri 5 May – 7 May	9.00am-5.00pm	HQ Podium B Level 2
64	Coaching Skills	27	\$390	Tue – Fri 23 Mar – 26 Mar	9.00am-5.15pm	HQ Podium B Level 2
65	Planning & Implementing OJT (Mandarin)	18	\$290	Mon – Tue 5 Apr – 6 Apr	9.00am-5.15pm	HQ Podium B Level 2
66	Curriculum Design & Development	21	\$400	Wed – Fri 14 Apr – 16 Apr	9.00am-5.00pm	HQ Podium B Level 2
67	The Effective Supervisor	14	\$290	Thu – Fri 18 Mar – 19 Mar	9.00am-5.00pm	HQ Podium B Level 2
68	The Magic of Making Training FUN!	14	\$390	Mon – Tue 5 Apr – 6 Apr	9.00am-5.00pm	HQ Podium B Level 2
69	How to be an Outstanding Supervisor (Mandarin)	NEW 21	\$400	Wed – Fri 5 May – 7 May	9.00am-5.00pm	HQ Podium B Level 2

◆ Check our website for Course Requirements

Shaded classes are conducted in the day

* **20% fee discount for senior citizens 60 yrs old & above for courses from No: 1-18,21-43, 45-50 and 52.**

Venue

CW-AMK : ITE College West (*Ang Mo Kio Campus*)
 CW-BR : ITE College West (*Balestier Campus*)
 CW-BB : ITE College West (*Bukit Batok Campus*)
 CW-CT : ITE College West (*Clementi Campus*)
 CW-DR : ITE College West (*Dover Campus*)
 CE : ITE College East

CC-BS : ITE College Central (*Bishan Campus*)
 CC-BK : ITE College Central (*Bedok Campus*)
 CC-MP : ITE College Central (*MacPherson Campus*)
 CC-TP : ITE College Central (*Tampines Campus*)
 CC-YS : ITE College Central (*Yishun Campus*)
 HQ : ITE Headquarters

Skills Development Fund (SDF) Training Assistance

Companies who wish to apply for SDF assistance will **pay full fees to ITE** and then apply to SDF using Form 1. The form must reach SDF at least one working day before class starts. The form can be downloaded from www.sdf.gov.sg or obtained by calling the **SDF Hotline** on **68835885**.



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Registration (Mon 22 Feb – Fri 5 Mar 2010)

You can register at the following Customer Service Centres:

- ITE Headquarters – 10 Dover Drive
- ITE College Central (*MacPherson Campus*) – 201 Circuit Road
- ITE College East – 10 Simei Avenue
- ITE College West (*Ang Mo Kio Campus*) – 4300 Ang Mo Kio Avenue 5

Opening hours: Mon to Fri, 8.00am to 6.00pm. Closed on weekends and public holidays.

Fees are payable upon registration. Cash, Cheque, Visa, Mastercard, NETS and Internet Bank Transfer is accepted.

You can also download the application form from www.ite.edu.sg/cet/sc/apply.htm or apply online at www.ite.edu.sg/cet/sc/online.htm.

Payment via Cheque or Internet Bank Transfer **is required for confirmation of place**. Crossed cheques should be made payable to **ITE**.

At the back of the cheque, please write your name, NRIC/FIN, course title, contact number and email address.

Enrolment is on a first-come, first-served basis.

ITE reserves the right to cancel courses due to unforeseen circumstances.

Contact Information

Institute of Technical Education, 10 Dover Drive, Singapore 138683

Tel : **1800-CALL ITE (1800-2255 483)** Fax : 65902418

Email : cet@ite.edu.sg Website : www.ite.edu.sg/cet/

Lines will be opened for enquiries from Mon to Fri, 8.00am to 6.00pm.