

Course: **Certificate I in General Education for Adults**
22236VIC

Local name:

CGEA I or Literacy

**Course
Description:**

A course for people with English speaking skills but who want to improve their reading and writing skills. The course focuses on developing skills to write and understand simple, personally meaningful texts. It includes improving your maths knowledge so you can use numeracy in everyday situations. Create a personal learning plan, prepare a portfolio of your learning and complete an interesting project.

Units:

2016

VU21323 Develop and document a learning plan and portfolio

VU21326 Engage with texts of limited complexity for learning purposes

VU21330 Create texts of limited complexity for learning purposes

VU21338 Work with and interpret statistical information in familiar and routine texts

VU21318 Identify community options

PUATEA001B Work in a team

VU21344 Undertake a simple investigation of an environmental issue

VU21335 Work with measurement in familiar and routine situations

2017

VU21324 Plan and undertake a project

VU21333 Work with numbers and money in familiar and routine situations

VU21328 Engage with texts of limited complexity to participate in the community

VU21332 Create texts of limited complexity to participate in the community

VU21336 Work with design and shape in familiar and routine situations

VU21327 Engage with texts of limited complexity for employment purposes

VU21331 Create texts of limited complexity to participate in the workplace

VU21347 Undertake a simple investigation of how the earth, moon and sun interact

Prerequisites:	There are no prerequisites for this course although students may benefit from completing 22235VIC Certificate I in General Education for Adults (Introductory). Attendance is required at a pre-enrolment session.
Pathway:	This course leads to employment or further studies at another institution.
Mode of Study:	Classroom based; some online and out of class work; part time
Days & Times:	Wednesday and Thursday afternoons (subject to change)
Location:	47A French Street, Lalor
Dates:	3 February 2016 - 30 November 2017
Duration:	20 months
Fees:	Refer <i>Student Tuition Fees</i> document on website
Enrolment:	Contact Lalor LLC office for appointment for Pre-training Assessment interview
Contact:	Phone 9465 6409 or email office@lalorllc.vic.edu.au
Amenities:	Tea & coffee provided; BYO lunch/snacks; A fee applies for amenities and materials
Materials:	Students should provide their own writing equipment; learning materials will be provided in class; a fee may apply



RTO 3902

Information correct at January 2017