

## PRE-UNIVERSITY PREPARATION PROGRAMME

This is a one-year course designed to meet the needs of students wishing to prepare for third level. It introduces students to methods of study and IT skills, in addition to writing and research skills that are required for successful participation in third level education. This programme was designed to give learners the foundation skills to excel in a college course of their choice. It may be appealing to those who are unsure of what they wish to study or those who wish to gain extra skills before they start their college course. It also suits learners who wish to defer their college place for a year and acquire excellent IT and research skills, and is also suitable for mature learners.

### Course Content

- Research & Study Skills 5N3113
- Spreadsheet Methods 5N1977
- Database Methods 5N0783
- Communications 5N0690
- The Internet 5N1611
- Information & Communication Systems 5N1952
- Personal & Professional Development 5N2985/Work Experience 5N1356
- Word Processing 5N1358

*Please note the above modules are subject to change.*

### Entry Requirements

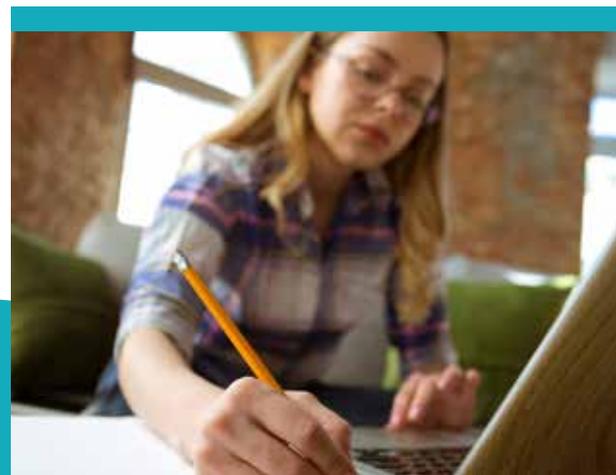
- Leaving Certificate standard or QQI Level 4
- Mature students (23+) are welcome to apply

The course enables students to develop both academically and personally, improving critical thinking and analytical skills in project based learning, with practical skills workshops developing their individual interpersonal, teamworking and problem solving skills.

### Certification

Awarding Body:	QQI
Award Title:	Certificate in Information Processing
Award Code:	5M2067
Level:	5

Any questions? Email: [info@moatebc.com](mailto:info@moatebc.com)  
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Website: [www.moatebusinesscollege.com](http://www.moatebusinesscollege.com)



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