

SEPT 2018/19 TIME TABLE									
PORTARLINGTON FURTHER EDUCATION & TRAINING CENTRE									
	Office Admin Part-time L5	Office Admin Full-time L5	Bus Mgmt L 6	Healthcare Year 1	Healthcare Year 2	General Learning L4	Childcare part-time	Accounting Technician YR 2	Accounting Technician YR 1
TIME - Monday									
9 - 10	Bookkeeping M&C TP Rm 1	Bookkeeping M&C TP Rm 1	HR LB Rm 4	Comms/W.E DF 9 Rm	Comms/W.E DF 9 Rm	MATHS/Bus Cal FL Rm 5		Work placement	Financial Acc TM Rm 8
10 - 11	Bookkeeping M&C TP Rm 1	Bookkeeping M&C TP Rm 1	HR LB Rm 4	Comms/W.E DF 9 Rm	Comms/W.E DF 9 Rm	MATHS/Bus Cal FL Rm 5		Work placement	Financial Acc TM Rm 8
Break 10:50 - 11:10									
11 - 12	Comms/W.E LB Rm1	Comms/W.E LB Rm1	Word Processing MH Rm 4	Study support CH Rm 7	Study support CH Rm 7	Study support CH 7 Rm	Comms/W.E DF 9 Rm	Work placement	Financial Acc TM Rm 8
12 - 1	Comms/W.E LB Rm1	Comms/W.E LB Rm1	Word Processing MH Rm 4	Study support CH Rm 7	Study support CH Rm 7	MATHS/Bus Cal FL 5 Rm	Comms/W.E DF 9 Rm	Work placement	TAX TP Rm 2
Lunch 12:45 - 1:30									
1.30 - 2.30			Word Processing MH Rm 4	Study/project work		MATHS/Bus Cal FL Rm 5		Work placement	TAX TP Rm 2
2.30 - 3.30			Cust Serv DF Rm 4	Study/project work		Bookkeeping FL 5 Rm		Work placement	TAX TP Rm 2
TIME - Tuesday									
SEPT 2018/19 TIME TABLE									
9 - 10	Payroll FL Rm 1	Payroll FL Rm 1	Bus Mgmt LB Rm 4		Care Supp MD 5 Rm	Comm/W.E/P.E DF Rm 9	Child Dev HN Rm 7	ADV TAX TP Rm 2	Financial Acc TM Rm 8
10 - 11	Payroll FL Rm 1	Payroll FL Rm 1	Bus Mgmt LB Rm 4		Care Supp MD 5 Rm	Comm/W.E/P.E DF Rm 9	Child Dev HN Rm 7	ADV TAX TP Rm 2	Financial Acc TM Rm 8
Break 10:50 - 11:10									
11 - 12	Payroll FL Rm 1	Payroll FL Rm 1	Bus Mgmt LB Rm 4	Comms/W.E DF 9 Rm	Comms/W.E DF 9 Rm	Intro to HC MD 5 Rm	Child Dev HN Rm 7	ADV TAX TP Rm 2	Course Study Rm 8
12 - 1				Comms/W.E DF 9 Rm	Comms/W.E DF 9 Rm	Intro to HC MD 5 Rm	EEPP HN Rm 7	ADV TAX TP Rm 2	BUS MGMT LB Rm 8
Lunch 12:45 - 1:30									
1.30 - 2.30			Cust Serv DF Rm 4	Study/project work		Bookkeeping FL Rm 2 1	EEPP HN Rm 7		LAW & ETHICS LB Rm 8
2.30 - 3.30			Cust Serv DF Rm 4	Study/project work		Bookkeeping FL Rm 2 1	EEPP HN Rm 7		LAW & ETHICS LB Rm 8

SEPT 2018/19 TIME TABLE										
PORTARLINGTON FURTHER EDUCATION & TRAINING CENTRE										
TIME - Wednesday										
9 - 10	INFO & ADMIN LB Rm 1	INFO & ADMIN LB Rm 1	INFO & ADMIN LB Rm 1	Work Placement	Intell D HN Rm 7	ITS/Comp Apps FL Rm 9	Comms/W.E DF Rm 4	ADV FIN TAX TP Rm 5	Course Study Rm 8	
10 - 11	INFO & ADMIN LB Rm 1	INFO & ADMIN LB Rm 1	INFO & ADMIN LB Rm 1	Work Placement	Intell D HN Rm 7	ITS/Comp Apps FL Rm 9	Comms/W.E DF Rm 4	ADV FIN TAX TP Rm 5	Course Study Rm 8	
Break 10:50 - 11:10										
11 - 12	TEXT PROD/WP MH R1	TEXT PROD/WP MH R1	Web Auth GJ Rm 4	Work Placement	Intell D HN Rm 7	ITS/Comp Apps FL Rm 9		ADV FIN TAX TP Rm 5	BUS MGMT LB Rm 8	
12 - 1	TEXT PROD/WP MH R1	TEXT PROD/WP MH R1	Web Auth GJ Rm 4	Work Placement	Intell D HN Rm 7	ITS/Comp Apps FL Rm 9		ADV FIN TAX TP Rm 5	BUS MGMT LB Rm 8	
Lunch 12:45 - 1:30										
1.30 - 2.30	SPREADSHEETS MH Rm1	SPREADSHEETS MH Rm1	Web Auth GJ Rm 4	Work Placement		ITS/Comp Apps FL Rm 9			LAW & ETHICS LB Rm 8	
2.30 - 3.30	SPREADSHEETS MH Rm1	SPREADSHEETS MH Rm1	Web Auth GJ Rm 4	Work Placement					LAW & ETHICS LB Rm 8	
TIME - Thursday										
9 - 10	Comms/W.E LB Rm1	Comms/W.E LB Rm1	Finance TP Rm 7	Health & Safety Rm 5	HN	Comm/W.E/P.E DF Rm 9		Course Study	Course Study Rm 2	
10 - 11	Comms/W.E LB Rm1	Comms/W.E LB Rm1	Finance TP Rm 7	Health & Safety Rm 5	HN	Comm/W.E/P.E DF Rm 9		MGMT ACC EH Rm 8	Course Study Rm 2	
Break 10:50 - 11:10										
11 - 12	TEXT PROD/WP MH Rm 1	TEXT PROD/WP MH Rm 1	HR LB Rm 9	Health & Safety Rm 5	HN	Comm/W.E/P.E DF Rm 4		MGMT ACC EH Rm 8	TAX TP Rm 2	
12 - 1	TEXT PROD/WP MH Rm 1	TEXT PROD/WP MH Rm 1	Project/Study Rm 9			Project work Rm 4		MGMT ACC EH Rm 8	TAX TP Rm 2	
Lunch 12:45 - 1:30										
1.30 - 2.30	SPREADSHEETS MH Rm1	SPREADSHEETS MH Rm1	WORK EXP DF Rm 9	Study/project work		Project work Rm 2		IAS EH R4	BUS MGMT LB Rm 8	
2.30 - 3.30	SPREADSHEETS MH Rm1	SPREADSHEETS MH Rm1	WORK EXP DF Rm 9	Study/project work		Project work Rm 2		IAS EH R4	Course Study Rm 8	
TIME - Friday										
9 - 10	Bookkeeping M&C TP Rm 1	Bookkeeping M&C TP Rm 1	Project/Study Rm 8	Care Supp MD Rm 5		Study support CH Rm 7	ITS/Comp Apps FL Rm 9		WORK EXP DF R4	WORK EXP DF R4
10 - 11	Bookkeeping M&C TP Rm 1	Bookkeeping M&C TP Rm 1	Project/Study Rm 8	Care Supp MD Rm 5		Study support CH Rm 7	ITS/Comp Apps FL Rm 9		WORK EXP DF R4	WORK EXP DF R4
Break 10:50 - 11:10										
11 - 12	Bookkeeping M&C TP Rm 1	Bookkeeping M&C TP Rm 1	Project/Study Rm 8	IPC MD Rm 5		Study support CH Rm 7	ITS/Comp Apps FL Rm 9		WORK EXP DF R4	WORK EXP DF R4
12 - 1			Finance TP Rm 8	IPC MD Rm 5		Study support CH Rm 7			WORK EXP DF R4	WORK EXP DF R4