



HANDS ON COMPUTER WORKSHOP

This workshop follows on from 'Enhancing communication using Digital Photography'

Tuesday 27 July 2010
9.00am—3.30pm

McNevins Parkway
188 John Street
Maryborough

Participants will need to bring:

- A lap top with a power lead for use on the day (one between two is fine)
- Microsoft Word and PowerPoint
- Several digital photos saved onto the hard drive
- Optional: digital camera with lead

**APPLICATION MUST BE RECEIVED BY:
TUESDAY 20th JULY**

SESSION ATTENDANCE MAY BE LIMITED

YOU DON'T HAVE TO BE A PSCQ MEMBER TO ATTEND!

COST: \$60 pp (GST-free)

FOR TARGET SERVICES

FREE FOR ARP PARTICIPANTS

(SERVICES RECEIVING CCB AND BUDGET-BASED CHILD CARE SERVICES ARE CONSIDERED TARGET)

NON-TARGET: \$150 pp (inc. GST)

COME ALONG!

For professionals in outside school hours care, long day care, family day care, occasional care, in home care and limited hours care.

ATTENTION! HOW TO APPLY TO BE A PART OF THIS EVENT

PLEASE FILL IN ALL FIELDS OF THE APPLICATION TABLE OVERLEAF AND FAX TO (07) 3237 1497
FOR MORE INFORMATION ON THIS EVENT PLEASE CALL (07) 32341677

It is time to get technology working for you instead of against you:

Microsoft word and PowerPoint provide administrators and early childhood educators with strong tools to enhancing communication within their individuals settings.

Designed for beginners and those wanting to learn more, it will be a hands on session designed to build on your computer skills

Covered on the day:

- Nuts and bolts of PowerPoint—learn how to create dynamic, interesting and powerful presentations for use with staff and parents including inserting video recordings, and special effects
- New to office 2007?
Find out how you can use Word 2007 to create reader friendly newsletters and resources

Kim Walters

Kim Walters has worked as an early childhood educator for over 25 years. In 1999, Kim started using a digital camera in her room to capture the essence of children at work. Kim has been nominated for both the NEITA Teacher of Excellence Award and the National Award for Quality Schooling for her dedication and innovative ideas. Kim travels throughout Australia and New Zealand educating early childhood professionals of the ease of using digital media to enhance learning and communication. During 2006 Kim participated in a USA led Study Tour of Reggio Emilia Early Childhood Centres in Italy. Kim currently volunteers as the Early Childhood Teachers Association ECTA President. In her role as ECTA President Kim has attended state and national forums on early childhood advocating for play based learning.

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PSCQ DOES NOT CONFIRM REGISTRATIONS. WE RECOMMEND YOU CALL 1800 112 585 AFTER SUBMITTING APPLICATION, AS PSCQ WILL NOT BE RESPONSIBLE FOR ATTENDANCE OPPORTUNITIES LOST DUE TO APPLICATIONS NOT BEING RECEIVED.

PSCQ: WIDE BAY BURNETT ACTION RESEARCH PROJECT - HANDS ON COMPUTER WORKSHOP - 27 July 2010 -

GEE 2389

Name/s	PLEASE PRINT NAMES CLEARLY	
Service Name	_____	
Organisation Name	_____	
Service Type	(PLEASE CIRCLE) Long Day Care OSHC FDC In-home Care Occasional Care ISA BSA CSW Cultural Support Service Other	
	I am not an action research project participant (PLEASE TICK) <input type="checkbox"/> (please see costs above)	
	I am an Action Research Project Participant (registration is free) PLEASE TICK <input type="checkbox"/>	
Town/suburb	_____	Postcode _____
E-mail	_____	
Phone	_____	Fax _____
Do you have any dietary, disability, allergy or other requirements?	_____	Total Amount Payable: _____
Do you have any specific questions you would like addressed at this event?		

PLEASE FAX COMPLETED REGISTRATION FORM BEFORE DETACHING THIS SLIP

PSCQ: WIDE BAY BURNETT ACTION RESEARCH PROJECT — HANDS ON COMPUTER WORKSHOP— 27 July 2010

HOW TO APPLY TO BE A PART OF THIS EVENT

IF PAYING BY CREDIT CARD:

- COMPLETE ALL FIELDS OF THE CREDIT CARD PAYMENT FORM BELOW.
- FAX YOUR COMPLETED APPLICATION TO **07 3237 1497**. DO NOT POST THE ORIGINAL COPY OR DUPLICATION OF PAYMENT MAY OCCUR
- A RECEIPT WILL BE SENT TO YOU ONLY ON REQUEST

WE DO NOT ACCEPT CREDIT CARD PAYMENTS BY PHONE

IF PAYING BY CHEQUE OR MONEY ORDER:

- FAX YOUR COMPLETED APPLICATION TO **07 3237 1497**
- DETACH THIS SLIP AND POST REMITTANCE ADVICE WITH CHEQUE OR MONEY ORDER MADE OUT TO: **HEALTH & COMMUNITY SERVICES WORKFORCE COUNCIL**, TO ADDRESS: **GROUND FLOOR, 303 ADELAIDE ST, BRISBANE, QLD, 4000**. YOUR CERTIFICATE WILL NOT BE ISSUED UNLESS THIS SLIP IS RECEIVED
- A RECEIPT WILL BE SENT TO YOU ONLY ON REQUEST

REMITTANCE ADVICE

PAYMENT TYPE: CREDIT CARD CHEQUE MONEY ORDER AMOUNT PAYABLE: \$ _____

YOUR NAME: _____ ORGANISATION NAME: _____

CREDIT CARD NUMBER: _____ EXPIRY DATE : _____ / _____

NAME ON CARD: _____ PHONE NUMBER: _____

CARD TYPE: VISA MASTERCARD

OFFICE USE ONLY: GEE 2389

Application form will become a tax invoice on payment; monies to be received prior to attendance. No refunds will be given without written notification of cancellation or substitution at least 7 days before the activity. "No Shows" will be charged the full registration fee. No payments can be accepted at the event.

FIND OUT MORE INFORMATION ABOUT ALL THINGS PSCQ AT WWW.PSCQ.ORG.AU or call 1800 112 585