

# ORWIL STREET COMMUNITY HOUSE Inc

Phone 9783 5073 Fax 9770 0172

Monday to Friday  
9:00am-3:00pm



16 Orwil Street Frankston 3199

TERM 1

January 30 - March 29, 2018

The House offers a range of low cost activities for people of all ages. Our experienced tutors offer friendly, well-prepared classes and workshops. We also love to hear from new tutors who want to try their wings. New people and ideas are always welcome. We offer Information, Referrals, Support, Qualified Low Cost Counselling, Friendship, Volunteer and Student placements, Playgroup, Self-Help Groups. Venue for Hire for meetings/classes. Photocopy, laminating, fax, computer access at reasonable rates. This House welcomes people of all ages, culture, gender, health status, affectional preferences, background or ability. Drop by soon !

*We gratefully acknowledge financial support from the Victoria State Government,  
Department of Health and Human Services and Frankston City Council.*



Reg. A0004583 ABN 27 480 740 168  
email: [info@orwilst.org.au](mailto:info@orwilst.org.au)  
Website: [www.orwilst.org.au](http://www.orwilst.org.au)



# MONDAY

## CUPPA AND CHAT

Come and join us for a friendly cuppa and chat. A great way to meet new people in a relaxed, friendly, safe environment. Newcomers always welcome!

**10.00am - 12.00pm. Cost: gold coin donation.**

## CHAIR YOGA

Have you always wanted to try yoga but don't like the thought of sitting in funny positions on the floor, then why not give CHAIR YOGA a try?

Chair Yoga is a class suitable for all shapes, sizes and mobility. The beauty of a chair yoga class is that 90% of the class is done sitting on a chair, or using it as a prop to aid your balance and support, so there is no worry about getting up or down on the floor.

**9.30am - 10.30am. Cost: \$70.00 for 7 weeks or \$12.00 a session.**

**Facilitator: Lisa Apeltauer.**

## NUMEROLOGY

In this course you will uncover your hidden passions, discover what it is you are here to do. Identify your strengths and challenges.

**1.00pm - 3.00pm. Cost \$15.00 per class for 4 weeks.**

NEW

**Commences : February 5**

**Facilitator: Christine Elliot**

## Louise Hay "HEAL YOUR LIFE CLASSES"

'Feelings come from thoughts and thoughts can be changed.'

According to Louise Hay's teaching, we have the power to change our lives, simply by thinking different thoughts.

Join me in this powerful and transformative class and get ready to change your life!

**1.00pm - 3.00pm. Cost: \$60.00 for 6 weeks. Commences: March 5**

**Facilitator: Christine Elliott**

## MYOB (To be confirmed)

Creating a new company file, chart of accounts, opening balances, card file, purchasing, paying for purchases, selling, invoicing techniques, receivables, cheques, setting up payroll, setting up employees and conducting a pay run.

**6.00pm - 9.00pm. Cost: \$150.00 for 6 weeks.**

**Plus \$39.90 for Manual and the cost of the MYOB disk is \$15.00.**

**Facilitator: Christine Bugbee**

## IMAGES of MANHOOD - MEN'S GROUP

A support and information group for men examining their role and common problems men face in 2018.

Come and share your experiences in a supportive, relaxed environment.

**7.00pm - 9.00pm. Cost: \$2.00 donation.**

**Facilitator: Gary Fewkes (Registered Psychologist)**

**For more information please call Gary on 0408 351 015**

# TUESDAY

## MEDITATION

Relax and heal through “the breath of life” and a “peaceful meditation”.

**9.30am - 10.30am. Cost: \$45.00 for the term or \$5.00 a session.**

“Everyone is welcome to attend”

**Facilitator: Aimee Ingram-Healy**

## REIKI - Reiki is a Japanese word meaning Universal Life Energy.

A state of deep relaxation combined with a general feeling of well-being is usually the most noticeable effect of the treatment. *No appointment required.*

**10.45am - 12.45pm. Cost: \$2.00 donation.**

## RED GROUP - WOMEN'S DISCUSSION GROUP

Please feel welcome to join a group for women who through interaction, support and companionship, endeavour to find their own authenticity and meaning of life, while at the same time supporting and caring for the needs of others.

**1.00pm - 3.00pm. Cost: \$2.00 donation.**

**Facilitator: Sandra Garnier**

## LIFE STORY WRITING

Life story writing includes autobiography, memoir and family history.

Through writing life stories, you can discover threads in the overall tapestry of your life that connect who you are today with the why and how of the person you are now.

**1.00pm - 3.00pm. Cost: \$80.00 for 8 weeks.**

**Facilitator: Christine C. Elliott. Writer, Life Story Facilitator, Coach, Healer**

## UNIVERSITY of LIFE - THE ART OF AGEING

Rewiring your brain - for a happier healthier you. Free yourself of depression, anxiety, obesity and confusion. I offer discussion, fun dancing and a holistic approach to life appropriate to us as we age.

Given the right ambience, believe the body has the ability to heal itself.

**1.00pm - 2.30pm. Cost: \$90.00 for 6 weeks.**

**Facilitator: Elisa Goldenbeg**

NEW

# WEDNESDAY

## TAX ESSENTIALS FOR SMALL BUSINESS

Are you new to business, or thinking of starting a small business?

You'll learn about: Business structures and their different rules, tax rates and obligations, tax and non-tax business registrations, allowable deductions, including motor vehicle deductions, depreciation and home based business expenses, annual and quarterly reporting requirements, record keeping principles and where to go for help and information when you need it.

**10.00am -12.00pm. Date: March 21. No Cost. Bookings required.**

NEW

## RECORD KEEPING for SMALL BUSINESS

Are you new to business or thinking of starting a small business?

You'll learn why good record keeping is important, what records to keep and for how long, tips for retaining good records, where to get help and support. We'll show you an example that demonstrates, typical transactions, how to deal with cash receipts and payments and how to report amounts in the activity statement.

**10.00am - 1.00pm. Date: March 28. No Cost. Bookings required**

## WOMEN'S SOCIAL/ACTIVITY GROUP

The group is an opportunity for women of all ages to take "time out" to make new friendships in a supportive, accepting and safe environment. The main aim of the group is to have fun, learn and share new skills.

**Meets first Wednesday of every month. 1.00pm - 3.00pm. Cost: \$2.00 donation.**

**Facilitator: Gayle Tippett**

## CARD MAKING

Come along and learn how to make cards for special occasions, and in the process meet some new people in a friendly and fun environment. Take home some wonderful cards that you have designed and made yourself, with Val's support and guidance.

**Meets second Wednesday of every month.**

**1.00pm - 3.00pm. Cost: \$20.00 a session. All materials supplied.**

**Facilitator: Val Wooding**

## CLASSES FOR JOB HUNTERS

Identifying values and core needs to help you determine the direction of your job search. Learn self care - physical, mental, emotional; Voice projection; Image and basic interview techniques; How to answer those tricky questions at interviews; Online profiles and how they can ruin your job prospects and more.

**4.00pm - 6.00pm. Cost: \$50.00 for 4 weeks.**

NEW

**Facilitator: Christine Elliot**

## INTEL EASY STEPS - COMPUTER BASICS

A basic computing course for beginners or those with little knowledge of computers. Students will learn basic word processing, file management; internet and email use and become familiar with operating systems, online security, strong passwords, your digital footprint and social media.

The course provides the basic skills, knowledge and confidence to move onto further studies or gain employment.

**7.00pm - 9.00pm. Cost: \$100.00 for 10 Weeks Facilitator: Ava Whetton.**

# THURSDAY

## **SIT and be FIT - Older Adult Exercise class for all levels.**

This fun class incorporates seated cardio fitness with strength, balance, stretching and a short relaxation to conclude. Exercises will allow you to progress at your own level, have more energy and better perform everyday tasks in your life. A Stronger you = A Healthier you!.

**10.00am - 11.00am. Cost: \$13.00 per 60 minutes session.**

**Facilitator: Katya Davis**

NEW

## **FRIENDLY GAMES and SOCIAL GROUP**

Come and have a fun and relaxing morning playing board games.

Come and meet some new people in a relaxed, safe environment.

**10.00am - 12.00noon. Cost: \$2.00 donation.**

**Facilitator: Ray Alford**

## **STEPS TO WHOLENESS - ANXIETY and DEPRESSION Support Group**

Offering support, understanding and caring within a safe and non-judgmental environment. The program offers members strategies which may assist in recovery through group activities incorporating a creative approach. Through providing support, members may gain greater self-awareness, knowledge and skills which will empower them to function at their highest ability. Within a group environment members can share their feelings of motivation, hope and encouragement in their journey towards wholeness. Connect with others and realise you are not alone.

**1.00pm - 3.00pm. Cost: \$5.00 a session, art supplies provided.**

**Facilitator: Sandra Wilson. Sandra holds a BA in Humanities and Social Sciences, Diplomas in Counselling and Family Intake Support.**

**Diploma in Children's Services and a Certificate III in Disabilities.**

## **FOR THOSE WHO HAVE LOST A LOVED ONE TO SUICIDE**

This is a support group providing a space to connect with others bereaved by suicide who understand and care.

**Meets first Thursday of each month.. 7.00pm - 9.00pm. Cost: Gold coin donation.**

**For more information and to confirm attendance, contact Support after Suicide on 9421 7640 - "All Welcome" Supported by Jesuit Social Services.**

This group is in memory of Pøtøer Chaucer and Støvøen Maddøen

# FRIDAY

## **INTRODUCTION to MEDICAL RECEPTION (To be confirmed)**

Are you interested in working in a health professional's office?

This introductory course will provide you with the basic knowledge and skills to work in a medical office and gain an introduction to medical terminology.

The course is a pathway to employment and/or further training at Certificate III level at TAFE or similar.

**9.30am - 12.00pm. Cost: \$150.00 for 20 hours, 8 weeks plus \$30 for manual.**

**Facilitator: Christine Bugbee**

## **INTEL EASY STEPS—COMPUTER BASICS**

A basic computing course for beginners or those with little knowledge of computers. Students will learn basic word processing, file management; internet and email use and become familiar with operating systems, online security, strong passwords, your digital footprint and social media.

**9.30am - 11.30am. Cost: \$100.00 for 10 weeks. Facilitator: Ava Whetton**

## **COMPUTERS - INTERMEDIATE**

Learn some revision with files and folders on the control panel.

Learn how to maintain your computer and fix common problems, to keep your computer running optimally. Learn updating, connect programs and backing up.

Projects: Internet, word documents, camera and USB..

**12.30pm - 2.30pm. Cost: \$100.00 for 10 weeks. Facilitator: Ava Whetton**

## **EXPRESSIVE AND TRANSFORMATIONAL WOMEN'S DANCE**

Experience liberation, expansion, joy and freedom through dance.

Based on raqs sharqi (Egyptian dance) contemporary and classical fusion.

Transformation begins by reawakening your passion connecting to creative movement. It rejuvenates and frees the body igniting the inner spark.

**1.00pm - 2.15pm. Cost: \$10.00 per session.**

**Facilitator Sandra Wilson, Counsellor and Expressive Dance Therapist.**

**For enquiries ring Sandra 0439 619 203 or you can book through the office.**

## **MINDFULNESS**

Life can be wobbly sometimes. We will look at how we can use mindfulness to regain that stability. Together we will explore what uplifts and motivates us and what stands in the way. There will be time for meditation, conversations, silence and sharing.

**3.00pm - 4.00pm. Cost: \$5.00 a class**

**Facilitator: Shekhar Kamat, 30 years of Meditation experience.**

## **ELEMENTAL WISDOM - WE ARE ONE ENERGY**

We are a group of healers whose aim is to help others in our community through Meditation and Spiritual Healing. Our goal is to become more connected to our own awareness so we can raise our vibration. Workshops and special guests.

**Info at Facebook, Elemental Wisdom. [elemental.wisdom333@gmail.com](mailto:elemental.wisdom333@gmail.com)**

**Every 2nd Friday 7pm. Cost: \$5.00 donation. Facilitator: Mariette Pascin**

# SATURDAY

## Women's Transformational/Meditative Dance Workshop

This workshop will focus on our connection to the inner most self ... the part that often is not acknowledged. There is no prior dance experience or fitness level necessary. Based on raqs sharqi ( Egyptian dance) contemporary and classical fusion..

**10.00am - 12.30pm. Cost: \$40.00 (full) \$35.00 (Concession) a session.**

**Dates: February 3 and March 3. Bookings Essential**

**Facilitator: Sandra Wilson, Counsellor and Expressive Dance and Movement Therapist.**

**For more information please ring Sandra on 0439 619 203**

## PENDULUM POWER

Discover the amazing power of pendulums and their range of uses.

With a complementary pendulum to take home, come and learn how to use and program your new psychic aid with a range of practical exercises.

**Date: February 10, 10.00am - 12.00pm. Cost: \$30.00. Bookings Essential**

**Facilitator: Anita Lucas**

NEW

## COMPUTER - TABLETS - SMART PHONES

Connect your devices to transfer Images/files, documents, Open PDF files, download, upload to Facebook and Email - Edit your Images.

Bring in project ideas. Work at your own pace and importantly - have some fun!

All in a relaxed and supportive environment.

**9.30am - 11.30am for 6 weeks. Cost: \$60.00 Facilitator: Ava Whetton**

## INTERNET SHOPPING / FACEBOOK & SKYPE

Would you like to learn how to shop online to be able to have your groceries delivered? Do you need some help learning new technology?

Would you like to learn how to connect with family and friends using Facebook or Skype? All in a relaxed informal class.

**12.30pm - 2.30pm for 4 weeks. Cost: \$40.00 Facilitator: Ava Whetton**

## SCRABBLE GROUP

Come and have some fun playing scrabble and meet some new people.

Ray enjoys teaching new players ways to improve their game in a happy, friendly environment.

**1.00pm - 5.00pm. Cost: gold coin donation.**

**Bookings Required.**

**Facilitator: Ray Alford**

**For more information please ring Ray on 03 59770819**



# CHILDREN & YOUTH ACTIVITIES

## ORWIL STREET COMMUNITY HOUSE

Is committed to promoting and protecting the interests and safety of children. We have zero tolerance for child abuse. Everyone working at the Orwil St Community House is responsible for the care and protection of children and reporting information about child abuse.

### POP-ALONG PLAYGROUP

A great opportunity to meet new people and allow your child to play and socialise. New families always welcome.

Grandparents and stay at home dads are most welcome too!

**Mondays 10.00am - 12.00pm. Cost: \$3.00 a session.**

**Possibility of a Friday morning session being offered as well.**

**Enquiries welcome.**

**Facilitator: Katie Chapman**



### YOUNG MUMS' PLAY AND LEARN GROUP

Are you a young mum (25 and under) looking for any or all of the below:

- \* Friendship for you and your baby/child?
- \* Some time with other like-minded young mums?
- \* Support?

We would love you to join us!

This group offers a safe, healthy, comfortable and confidential environment for young mums to share

experiences, fears, joys, milestones and challenges of being a young parent.

The group is held in the childcare room allowing you to bring your child with you.

**Monday afternoons 1.00pm - 2.30pm. Cost: \$2.00 donation.**

**Facilitator: Melissa Braummueller.**





# ADDITIONAL SERVICES

## REFLEXOLOGY

A holistic approach in a gentle and natural way to help improve the general well-being and increase energy flow to the body. A gentle and non-invasive therapy, you only need to remove your foot wear, beneficial for all age groups and gender.

**Judy Redmond. Diploma Reflexology, Member of RAOA**

**Appointments available 3rd Friday afternoon of the month.**

**For appointments or further enquiries phone Judy on 0407 328 201**

**Cost: \$30.00 for half hour (Concession \$25.00).**

## NATUROPATH

A holistic approach that places, you, the patient in the centre. It's based on the principle that our body has an inner ability to heal. Naturopathy offers a safe alternative for the management of various conditions.

Your initial consultation will provide you with a thorough health assessment and a personalised treatment plan.

**Appointments available 3rd Friday morning of the month.**

**Enquiries and bookings call Daliya Greenfeld on 0424 099 978**

**Initial Consultation ( 75 min ) : \$65.00 Follow up (45 min) \$50.00**

**Concession initial: \$55.00. Follow up:\$45.00**

## HOLISTIC ENERGY HEALING

Working with energy and colour vibration for physical, mental, emotional and spiritual wellbeing. Clearing, balancing Chakras, shifting blockages of energy, replenishing body and spirit.

**Saturdays - 1 hour session \$40.00 (Concession \$25.00)**

**For appointments or further enquiries phone Silvia on 0411 644 272**

## PALMISTRY

Experience the fascinating world of palmistry with a professional hand analyst **Anita Lucas**, who has over 20 years experience.

**Thursday afternoons by appointment, \$20.00 for half an hour.**

**Please call the house for bookings.**

# **COUNSELLING SERVICES**

**Orwil Street Community House wishes to meet the needs of the community in the best possible way, and our Counselling services are offered by accredited and experienced counsellors.**

**Cost: \$40.00 for the first visit and \$30.00 for all following visits.**

**We also offer Couples Counselling Cost: \$50.00**

**Please ring the House for bookings or more information.**

## **INTRODUCING OUR COUNSELLORS**

### **GARY FEWKES**

Gary holds a Bachelor of Arts Degree with Honours in Psychology and is a Registered Psychologist. He enjoys working with people adjusting to new situations in their working lives and personal lives and has an interest in men's issues, depression, anxiety, grief and loss and mental health.

He has also worked with women experiencing domestic violence and as a Counselling Supervisor with Lifeline.

For a booking with Gary please ring 0408 351 015

**Gary also facilitates our Men's Group on a Monday evening.**

### **SANDRA GARNIER**

Sandra is a warm and approachable counsellor who believes in people and their ability to overcome life's struggles to find a healthier and more peaceful way of living. She considers her counselling to be a collaboration between herself and her clients, accompanying them as a 'companion' along their journey to wellbeing. Sandra specialises in anxiety/depression counselling as well as relationship counselling and spiritual direction.

Underpinning Sandra's counselling is a Bachelor degree of Social Science (Pastoral Counselling), as well as a Diploma/Graduate Diploma of Arts Therapy. Sandra has over ten years experience of being the Community Counsellor in Frankston North.

**Sandra also facilitates our RED Group (Women's Support Group) on a Tuesday afternoon.**

# COUNSELLING SERVICES

## **ANDIE VORRATH**

Andie is a Counsellor with extensive experience in assisting people on their healing pathway to explore, express, process and resolve past and present challenges and difficulties, in order to cope and reach their goals. Her areas of specialties include Mental Health (Anxiety; Depression); Relationships, Trauma; and Stress.

She works with individuals, couples and groups.

Andie holds a Bachelor of BA, Dip. Couns, Dip. Family Intake, Specialist Cert. Couples Therapy and is a certified EMDR therapist.

She is a member of the ACA, EMDRAA, MCEFT.

## **EMDR (Eye Movement Desensitization & Re-Processing) Therapy**

EMDR is a comprehensive therapy approach, useful for overcoming stressful experience of all kinds - even deeply embedded memories or traumas, which can be the basis of your depression, anxiety, relationship challenges, phobias, fears, or performance issues.

## **SANDRA WILSON**

Sandra is a Counsellor and Dance and Movement Therapist. She is a person centred therapist who believes in creating the space for people to explore their feelings and emotions, enabling them to create changes in their lives with support and validation. She has extensive experience supporting people who are experiencing anxiety, depression, grief, trauma, relationship issues and other life events which are preventing them from moving forward. She is creative in her approach, and assists her clients to empower themselves.

Sandra holds a Bachelor of Arts (Humanities and Social Sciences), Diplomas of Counselling and Family Intake Support Work.

She is a member of the Australian Community Counselling Association.

**Sandra also facilitates our Steps to Wholeness - Anxiety and Depression support group on a Thursday afternoon.**

### **Please note:**

We do not wish people to be excluded because of financial pressure, so please, talk to our Coordinator (in complete confidence) if costs are a problem for you.

# COMMUNITY GROUPS

## **DIDS (DADS IN DISTRESS)**

A safe forum for men going through the trauma of divorce, separation or relationship breakdown to express their grief. Help in navigating the future and understanding the past. **Meets every Wednesday evening at 7.30pm.**  
**For more information and support ring 1300 853 437**

## **TI TREE RENTAL HOUSING CO OP**

Common Equity Housing Ltd (CEHL) is a Victorian based not-for-profit company. The Group has been operating for around 25 years, managing the CERC Housing Program. Our business mission is to provide affordable accommodation to those members of the community who cannot do so on their own. We provide support and oversight of 100+ Common Equity Rental Housing Cooperatives (CERC) spread throughout Victoria.  
**For further enquiries ring 9208 0800 or free call 1800 353 669**

## **SPECIAL OLYMPICS**

Fund raising group for athletes with disabilities.  
**Meets (monthly) every 3rd Tuesday evening.**  
**For further enquiries contact Tina Naughton 9789 8682**

## **PARENT/CARERS SUPPORT AND RESOURCES GROUP**

Are you the parent of a child or adult with a disability?  
Gain support, friendship and information.  
**10.00am - 12.00pm. Meets (monthly) 4th Wednesday.**  
**For further enquiries contact Lani Peach 5971 9100**

## **KINSHIP CARER SUPPORT GROUP**

Are you a Kinship carer who is caring for a child that is not your own on a fulltime basis? Attend our social support group to gain information, share ideas and have fun in an informal setting.  
**This group meets monthly during school term, on a Thursday morning 9.30am - 12.00pm. For further enquiries contact Sue Gale 9212 5600**

## **DADS IN FAMILIES FOUNDATION**

To assist, encourage and equip men to understand and deal with the consequential impact of past actions, past training, past experiences and past circumstances and to take responsibility for present and future choices, behaviours and relationships. To affirm men and assist in widespread recognition of the importance of their role and contribution to personal, family and community welfare.  
**For more information please ring Thomas Davenport 0428 311 311**

# COMMUNITY GROUPS

## WORLD SERVICE MEDITATION

Peninsula Goodwill is a service-based meditation group for experienced meditators, working in cooperation with like minded groups around the world using The Great Invocation.

**This group meets on selected Sundays and some Wednesdays.**

**For more details please phone Judith on 9772 2524.**



## FRANKSTON FAMILY DRUG HELP SUPPORT GROUP

Do you have someone in your life with drug or alcohol problems?

Do you seem to be going round in circles with the same thing happening over and over? Where can you go to be amongst people who understand, learn strategies to cope and gain support?

The strain of living with someone else's problem behaviour is more than most people can cope with alone. In a support group members are with others who have travelled a similar journey. Attending groups regularly can reduce feelings of fear, anxiety, depression, helplessness and shame by gaining support, information and ongoing learning.

Our support groups are based on a highly successful model of learning and peer support. At each meeting you will learn about addiction, positive ways to respond to addictive behaviours and other associated issues which adversely affect families. You will have the opportunity to share your story, hear and learn from other's experiences in a warm, supportive and non-judgemental environment.

**Meets every 2nd & 4th Thursday of each month from 6.00pm - 8.00pm**

**For further information or confidential advice contact the**

**Family Drug Helpline -1300 660 068**

NEW

## DRINK DRIVING COURSE

### WHAT TO DO AFTER A DRINK/DRUG DRIVING OFFENCE?

Driver Education Accredited Program - A step by step guide.

Includes Interlock Licence Condition (ILC) and information on Drug Testing for Drivers.

**For information or to book for the Program or Assessment**

**Contact: Paul Kaldawi 0401 684 875**

## APOSTOLIC FAITH CHURCH

The Apostolic Faith Church is a world wide Christian organization with headquarters in Portland, Oregon USA. As a Trinitarian and Fundamental church, our doctrinal beliefs are basic Bible truths, including the definite experiences of salvation, sanctification and baptism of the Holy Ghost. The church was founded in 1906.

## - NOTES -

### Public Holiday - House Closure

House will be closed Monday March 12 - Labour Day

### GLOBAL ACCESS BARS DAY

Relax, Unwind. Choose Happy

When: Saturday 6th January, 2018

Cost: \$10.00 donation to cover snacks.

RSVP: 0408 353 963 to let us know you're coming or just drop in.  
30 Minute BARS Sessions, yummy snacks, books to check out, live and pre-recorded classes streamed from around the world and more...

[www.mariagarapic.com](http://www.mariagarapic.com)

[www.livingdynamicallydifferent.com](http://www.livingdynamicallydifferent.com)

[www.accessconsciousness.com](http://www.accessconsciousness.com)

## HERE WE ARE



All participants are asked to become a "Friend of the House" by paying a once-yearly contribution of \$5 the first time they attend a class or use a service at the Community House. Non refundable.

Some classes will only commence subject to minimum numbers. Times, days or costs may vary from printed details. To avoid inconvenience to you, please phone the House before attending.

Enrolments can be made by phone but you must secure your booking within 7 days with 50% payment. Fees must be paid in full before the course commences.

If the course is cancelled, your payment is refunded in full. If you cancel your booking, a \$10 administration fee applies, and the balance refunded. No refund if cancelled a week or less before starting date or once class/course has started.

Looking for a great venue for group meetings, in-service days, private workshops? We offer comfortable rooms, whiteboard, TV/DVD, CD Player, kitchen facilities. Our rates are reasonable and flexible. Drop by to inspect or call us for details. If you are interested, please book in early.

The House welcomes new ideas for future activities or services. Please feel free to talk to our Coordinator or a member of our Management Committee.

**PLEASE NOTE:** We do not wish people to be excluded because of financial pressure, so please, talk to our Coordinator (in complete confidence) if costs are a problem for you.

*Orvil Street Community House is committed to enhancing the quality of life within its local community, through learning, self help and personal growth for all ages.*





# DIGITAL LITERACY CHANGES LIVES

## Intel® Easy Steps – Computer Basics

A basic computing course for beginners or those with little knowledge of computers.

Students will learn basic word processing, file management; internet and email use and become familiar with operating systems, online security, strong passwords, your digital footprint and social media.

The course provides the basic skills, knowledge and confidence to move onto further studies or gain employment.

The Intel® Learn Easy Steps is a simple instructional approach designed to help you learn the basic steps of how to apply computer skills to everyday life.

Use your computer to store & search for information, keep records, store photos and music, play games, communicate with others, gain employment or run a business.

Learn the Intel® Easy Steps way at one of your local Community Centres listed here:

**Lyrebird Community Centre**  
9782 0133

**Karingal Neighbourhood House**  
8786 6650

**Langwarrin Community Centre**  
9789 7653

**Orwil Street Community House**  
9783 5073

**Belvedere Community Centre**  
9776 8922