

What's the Secret to Success?

Griffith College – Limerick Campus
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the secret is 
Griffith College

Why Griffith College?

- Internationally recognised courses
- Entry via CAO or direct entry with minimum requirements (pass maths and english)
- Our lecturers are experts and practitioners in their respective fields
- Our programmes are student-centred, focused on building and developing your individual strengths
- Small class sizes and individual attention for our students
- Griffith College is the largest independent college in Ireland, with over 8,000 students across 3 campuses
- Free web access
- Online Learning & course resources
- Printing & photocopy services
- Academic & pastoral support

Full & Part Time Spring Courses 2012

Griffith College Limerick



Business & Administration
Accounting & Finance
Management & Leadership
IT, Computing, Web & Graphic Design
Engineering & Supply Chain
Diet & Nutrition
Child Development
Law

the secret to a successful
career is...



Griffith College

Business & Accounting

※ Courses that are run both full time & part time

The highly-acclaimed business faculty offers full and part time programmes at all levels to develop your career in the business world. Our world class lecturers and small lecturer:student ratio ensures that all students receive the best of attention and support.

FULL TIME

※ MBA Master's Degree in Business Administration

18 MONTHS – 2 YEARS (Part time, full time and distance learning) *NFQ Level 9*

Validated by Edinburgh Business School (Herriot Watt University) Core courses include economics, organisational behavior, marketing, accounting, finance, project management & strategic planning and two elective modules.

※ BTEC Professional Diploma in Management & Leadership

1 YEAR. *NFQ Level 6*

This practical course equips students with leadership skills and strategies to manage change in organisations encourage and manage innovation and develop communications within organisations.

HETAC BA Degree in Business/BA in Marketing

3 YEARS. *NFQ Level 7*

Griffith are offering a BA in Business and a more specialised BA in Marketing, for those interested in specialising in this field in the third year. In a complex and dynamic environment you will learn to identify changes in the business environment, and will develop skills to create and implement new procedures to respond to these changes.

PART TIME

ACCA Qualification

The greatest strength of the ACCA syllabus is the breadth and depth of subjects that it covers. By having the option to take variant papers in law and tax, your qualification will be relevant locally as well as on a global scale.

ACCA Diploma in Accounting and Business **15 WEEKS**

This diploma is a good introduction to those interested in pursuing the ACCA qualification including school-leavers or those already working in accounts- support roles.

HETAC SME Management

10 WEEKS. *NFQ Level 7*

The programme has been developed in consultation a variety of businesses and the Irish Small and Medium Enterprises Association (ISME).

ICM Diploma in Marketing, Advertising, PR & Sales **20 WEEKS**

This programme will outline the importance of the functions of marketing, advertising and public relations as part of marketing management. They are professional disciplines in their own right offering career development to eventual senior management.

ICM Diploma in Human Resources Management **20 WEEKS**

This programme has been designed for those with an interest in human resource development, training and personnel management.

BTEC Certificate in Management **28 WEEKS**

This certificate gives the knowledge, understanding and key skills necessary to provide effective leadership and supervision in management roles, as well as the opportunity to improve management skills and performance.

FETAC Certificate in Project Management **10 WEEKS**

The skills developed can be applied to all areas of project management, a growing area of employment in software, pharmaceuticals, IT and healthcare.

Certificate in Digital Marketing (Social Media & Web Marketing) **10 WEEKS**

This programme will be of interest to individuals working in small and medium sized businesses that are interested in developing digital marketing skills. This dynamic training programme will provide you with the knowledge underpinning the principles of digital marketing and skills to undertake digital marketing campaigns and will cover areas including; Search Engine Optimization (SEO), Pay Per Click Marketing(PPC), Banner Marketing, Web Site Architecture, Podcasting, Affiliate Marketing, Email Marketing, Web Analytics, Facebook/Twitter/Linked in for Business

FETAC Accounting; Manual & Computerised **6 WEEKS**

This course is designed to enable the learner to understand the principles and practice of maintaining financial records manually.

Administration

Students will develop vital administration skills with the range of full and part time courses available at Griffith College Limerick

FULL TIME

HETAC Certificate in Office Administration

1 YEAR. *NFQ Level 6*

This course provides you with a wide spectrum of business administration and management skills for use in business and industry. Students can also transfer into the second year of the Higher Certificate in Business on completion.

PART TIME

FETAC Medical Secretary **10 WEEKS**

This programme includes medical terminology and medical office skills including dictaphone typing, it will equip graduates with the skills to work in a busy medical office environment.

FETAC Office & Administration Skills **18 WEEKS**

The practical short course has been specifically designed to develop excellent IT and keyboarding skills and practical administration and office skills – skills vital to gain employment in any administrative role.

IT / Computing / Design

GCL offer a full range of IT and computing skill development programmes; whether you are just starting off on computers and need to know the basics – right up to graphic and web design courses and the Higher Diploma in Computing.

FULL TIME

HETAC BSc Degree in Computing

3 YEARS *NFQ Level 7*

This programme provides you with the skills and knowledge to meet the needs of today's IT industry. This programme focuses on the effective design of software systems. Software is everywhere, on your phone, laptop, games console, iphone and android apps. This is a growth industry in today's challenging economy with employment opportunities in Irish and multinational companies.

HETAC Higher Diploma in Computing

1 YEAR. *NFQ Level 8*

If you are a graduate from a non-computing discipline wishing to gain computing and IT skills this course allows for that transfer. You will cover computer programming, software development, computer architecture and networks. Graduates can progress to work as IT managers, systems analysts, developers database administrators – the potential is growing as digital media and software development continues to flourish.

PART TIME

Introduction to Social Media

this course is designed for learners with little or no experience in social media, and will allow students to confidently use Facebook and Skype and upload and share photographs.

FETAC Certificate in Web Design

This programme aims to equip participants with the necessary skills to design a web-site from scratch.

FETAC Certificate in Graphic Design

This programme aims to provide participants with an understanding of the fundamental elements of design, including corporate identity, typography, digital imaging, graphics and editorial design.

Engineering

FULL TIME

※ BTEC Higher National Diploma in Electrical and Electronic Engineering

2 YEARS. *NFQ Level 6*

This course will provide you with technical training in both electrical and electronic engineering. Students may progress to positions such as junior engineers or technicians or progress to year 3 of a level 7 degree of a related engineering qualification.

※ BTEC Higher National Diploma in Manufacturing Engineering

2 YEARS. *NFQ Level 6*

Students are provided with practical work-related skills, and understanding of the industry requirements and a broad knowledge and understanding of engineering. Students may progress to positions such as manufacturing engineering or technical supervision or progress to year 3 of a level 7 degree of a related engineering qualification.

PART TIME

IPICS (Certificate in Production & Inventory Management) **10 WEEKS**

- Basics of Supply Chain Management
- Master Planning of Resources
- Executive Control of Operations
- Detailed Planning & Scheduling
- Strategic Management of Resources

Social Studies / Humanities

GCL is delighted to offer a range of child care and social studies subjects as part of its humanities department. GCL courses allow childcare workers to gain essential certification to work with children, as well as developing essential skills.

PART TIME

Certificate in Diet & Nutrition **9 WEEKS**

(*FETAC Level 5 credit*). This programme will cover the fundamentals of diet and nutrition. The programme will teach how to recognise and appreciate the importance of a well-balanced and healthy diet and will provide participants with the key elements for a successful lifestyle change coupled with emotional and physical well-being.

Child Development **12 WEEKS** (*FETAC Level 5 credit*). This programme is designed to provide

prospective students with an introduction to the theory and practice of child development from 0-6 years. The module aims to promote good practice, equality of opportunity and respect for diversity in lifestyles, religion and culture in early years care.

Special Needs Assisting **12 WEEKS**

(*FETAC Level 5 credit*). This course is ideal for those working in education, or childcare who wish to gain an understanding and appreciation of the issues and approaches associated with special needs assisting.

For full course details & to register visit www.gcl.ie