

# CAPACITY BUILDING PROJECT

## EVENTS DIARY APRIL - JUNE



### Introduction to Computers | Tues 6th - 27th May | 2- 4 p.m. | CBP Library

If you want to learn more about working with a computer, but you aren't ready for a qualification then this is the course for you. For four weeks, the tutor will work with you on basic computer skills that YOU want to learn.

### Understanding the Planning Process | Tues 6th May | 2- 4 p.m. | CBP Library

Find out what happens when people apply for planning permission for building projects. Understand what role community groups play, and what an individual can do to influence the process effectively.

### European Computer Driving License | Wed 7th - 28th May | 1- 4 p.m. | CBP Library

Take the next step in using computers by learning to use: Windows, the Internet and Communications, Word Processing, Spreadsheets, Databases, and Presentations. Course runs for 5 weeks (incl. test)

### QUIZ NIGHT | Thurs 8th May | 7 p.m. - late | CBP Main Hall

It's that time of year again! So, get your team ready (that's a maximum of 6 people, and some of them must be local residents). Read up on your general knowledge, listen to those old records and sharpen your pencils. Prizes, raffle, awards and food will accompany this traditional celebration of the start of Adult Learners Week.

### Taking a Sustainable Approach | Thursday 8th May | 9:30 a.m. | CBP Library

This brief introduction to sustainable development will cover policy issues as well as practical approaches and tools that can be used to help your group or organisation become more sustainable, efficient, and effective.

### Websites Launch | Wed 14th May | 12:30 p.m. | CBP Main Hall

Find out what the CBP & Credit Union websites can offer you ... online forms, community information, history - the lot! Buffet lunch provided.

### Video Launch | Thurs 15th May | 9:30 - 12:30 p.m. | Jack Kane Centre

This is not just a launch! It's a chance to hear local learners stories and campaign to improve services and opportunities for those who want to keep on learning. It's called 'That wee word MONEY (and other things) in Adult Learning.

### Challenging Behaviour | Thurs 22nd May | 10 a.m. - 4 p.m. | CBP Library

This training will be about increasing people's awareness of how to deal with conflict and aggression. Learn to recognise the physical signs of potential aggression, and explore strategies for managing situations of conflict.

### Operational Management Plans | Fri 23rd May | 9:30 - 12:30 p.m. | CBP Library

All SIP funded projects are required to submit an Operational Management Plan within six months of the start of the financial year. This workshop aims to help you produce a useful and effective plan.

### Sage Training | Thursday 22nd May | 9:30 a.m. - 12:30 p.m. | CBP Library

Using Sage line 50 you can run all your project's book-keeping. This is an opportunity to learn how to keep up to date, accurate accounts and manage your finances effectively.

### Introduction to the Internet | Tues 3rd June | 2- 4 p.m. | CBP Library

If you want to become more familiar with the Internet and find your way round it like a professional surfer, then these two sessions of training will set you off in the right direction.

### Community Planning Seminar | Thurs 19th June | 9 - 12:30 p.m. | CBP Library

The Scottish Executive is saying Community Planning is the way forward for social inclusion policy in Scotland. But what is Community Planning and what will happen when Social Inclusion Partnerships become part of the new Community Planning Partnerships? This seminar aims to shed more light on some of these issues.

### Youth Conference | Thurs 19th June | 10 a.m. - 2 p.m. | UCI - Fort Kinnaird

Young people have worked hard to collect opinions and ideas from their peers, and will launch the video of their findings as part of this event specifically organised by and for young people - celebrities, DJ workshops, food and stalls will all feature in the days activities - if you are young - or just want to see what's going on, come along!

### Making Computers Fun | Wednesday 25th June | 1- 4 p.m. | CBP Library

This course is for people who teach or tutor computers. Susan McKenzie from City Connect will share her expertise about making computers fun and accessible to people of all ages. Find out about good websites, fun things to do in Word, which programmes people like to use, and even where to get free software. Bring your own suggestions too.

### Child Protection - Follow up | Mid May (to be confirmed) | p.m. | CBP Library

The latest information on child protection for everyone involved with or interested in working with children and young people. Sue Hamilton will once again be run this stimulating training. Places are limited - please call to let us know you are interested and we will confirm the date.

**The following courses are in the pipeline - call us to note interest: Participatory Appraisal Training, Formal Letter Writing, Report Writing, Minute Taking, Committee Skills, ACT Youth Work.**

**IF YOU HAVE A REQUEST FOR A SPECIFIC COURSE OR SEMINAR, (EITHER AS AN INDIVIDUAL OR ON BEHALF OF A GROUP) CONTACT THE CBP ON 661 0200.**

## Partnership Meetings

Housing & Environment Subgroup |  
Wed 23 April | 10a.m. | Cre8te

Economic Development Subgroup |  
Tues 29 April | 2 p.m. | Cre8te

Funding Panel | Wed 30 April | 10a.m.  
Venue to be confirmed

Education Strategy Subgroup |  
Wed 30 April | 2:30 p.m. |  
Community Centre

Equalities Forum | Wed 7 May | 10:30  
a.m. | Partnership Offices

Partnership Board | Fri 16 May |  
9:30 a.m. | Community Centre

Community Safety Subgroup |  
Wed 21 May | 9:30 a.m. |  
Craigmillar Police Station

CHACC | Wed 11 June | 10:30a.m. |  
Thistle Foundation

## Community Council

Tuesday June 27th, 7 p.m. CBP Library

## Your FREE monthly COMMUNITY LUNCHES

Wed 30th April  
Community Concierge

Wed 28th May  
Craigmillar Community Arts

Wed 25th June  
Joint Venture Company

Wed 30th July  
Multicultural Lunch



Europe and Scotland  
Making it work together

