

## LIFE SKILLS

Developing people's life skills is an integral aspect of Learn to Earn's mission to develop people holistically. All students registered for any training at Learn to Earn will receive life skills training.

Some of the topics covered in the course are:

- Self-awareness
- Self esteem
- Family relationships
- HIV/AIDS
- Conflict resolution
- Goal Setting
- Work Ethics
- CV writing and Job Preparation

An optional Discipleship programme is also offered, based on the adapted version of the Alpha Course

## BUSINESS ESSENTIALS

**Registration fee:** R150  
**Total Course fee:** R400  
**Times:** two days a week,  
day one 08h30 - 16h30  
day two 08h30 - 13h00  
**Duration:** 8 weeks  
**Entry requirement:** Grade 10, operating business  
(minimum operational time: 3 months)  
**Cost to Learn to Earn:** R4 000

### Modules covered include:

- The business idea
- Do you have what it takes?
- Business planning
- Money sums
- Costing & Pricing
- Stock
- Selling
- Marketing your business
- Business finances
- The Business Plan



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**LtE offers courses  
in the following:**

### Khayelitsha Training Centre:

Bake for Profit, Basic Computers, Graphic Design, Basic Office Administration, Sewing, Sewing Production Line and Woodwork

### Hermanus Training Centre:

Basic Computers, Basic Cashier Skills, Basic Handyman Skills, Basic Hospitality Skills, Business Essentials, Home Management and Sewing

### Learn to Earn Initiatives

Ground UP Barista Academy  
Fashion for Change

**We seek to develop people, especially unemployed people, socially, economically, emotionally and spiritually.**



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### Hermanus Training Centre

Corner Lelie and Angelier Streets  
Mount Pleasant  
Hermanus

Tel: 028 313 0564

E-mail: [herm@learntoearn.org.za](mailto:herm@learntoearn.org.za)  
[www.learntoearn.org.za](http://www.learntoearn.org.za)

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## Hermanus Training Centre

June 2018



**2018**

### Courses



**2018**

### Courses



**2018**

## BASIC COMPUTERS

<b>Registration fee:</b>	R100
<b>Total Course fee:</b>	R200
<b>Times:</b>	13h30 - 16h30 Mon - Thurs 13h30 - 15h30 Fri
<b>Duration:</b>	3 weeks
<b>Entry requirements:</b>	Basic literacy & numeracy
<b>Cost to Learn to Earn:</b>	R3 000

The main aim of this course is to provide a stepping stone to other training opportunities.

## BASIC CASHIERS SKILLS

<b>Registration fee:</b>	R100
<b>Total Course fee:</b>	R300
<b>Times:</b>	08h30 - 13h00 Mon - Fri
<b>Duration:</b>	6 weeks
<b>Entry requirements:</b>	Grade 10 and LtE Basic Computers course
<b>Cost to Learn to Earn:</b>	R10 200

### Modules covered include:

- Attending to customers
- The core concepts of the wholesale and retail environment
- Processing payments at a Point of Sale (POS)
- Security procedures and awareness

## HOW TO APPLY

### What to bring when applying:

ID book/card, school leaving certificate, course registration fee

All courses work on a waiting list basis, please note that an interview with the course trainer may be required.

## HOME MANAGEMENT

<b>Registration fee:</b>	R100
<b>Total Course Fee:</b>	R300
<b>Times:</b>	08h30 - 16h30 Mon - Thurs 08h30 - 15h30 Fri
<b>Duration:</b>	8 weeks
<b>Entry requirements:</b>	Basic literacy & numeracy
<b>Cost to Learn to Earn:</b>	R14 200

### Modules covered include:

- Cleaning Skills
- Laundry and ironing
- Kitchen Skills
- Practical Internship
- Personal Financial Management
- Job finding

## BASIC HOSPITALITY SKILLS

<b>Registration fee:</b>	R100
<b>Total Course fee:</b>	R350
<b>Times:</b>	08h30 - 16h30 Mon - Thurs 08h30 - 15h30 Fri
<b>Duration:</b>	12 weeks
<b>Entry requirements:</b>	Grade 10 and a keen interest in food /and people
<b>Cost to Learn to Earn:</b>	R16 500

### Modules covered include:

- Food hygiene
- Food preparation
- Role of waiter
- Table & beverage service
- Client service
- Handling knives and chopping skills
- Cooking and baking terms
- Theory and practical training in food preparation and food service

Preparation of recipes with eggs, vegetables, fruit, herbs and spices

## SEWING

<b>Registration Fee:</b>	R 100
<b>Total Course Fee:</b>	R300
<b>Times:</b>	08h30 - 16h30 Mon - Thurs 08h30 - 15h30 Fri
<b>Duration:</b>	12 weeks
<b>Entry requirements:</b>	Basic literacy & numeracy
<b>Cost to Learn to Earn</b>	R11 500

### Modules covered include:

- Control & threading of machine & over-locker
- Scatter cushion with piping
- Boy's pants
- Panel skirt
- Lady's jacket
- Men's shirt with long-sleeves, pocket & cuff

## BASIC HANDYMAN SKILLS

<b>Registration fee:</b>	R100
<b>Total Course fee:</b>	R700
<b>Times:</b>	08h30 - 16h30 Mon - Thurs 08h30 - 15h30 Fri
<b>Duration:</b>	17 weeks
<b>Entry requirements:</b>	Grade 10
<b>Cost to Learn to Earn:</b>	R16 200

### Modules covered include:

- Health & Safety in the workplace
- Tool identification and correct use
- Basic Technical skills
- Basic Electrical skills
- Basic Plumbing skills
- Basic Building skills