

# Evening Courses

Delivered at: Monaghan Institute and FET Campus, Cavan

## Leadership & Management

- L5 Safety & Health at Work **5N1794**
- L6 Business Management **6N4310**
- L6 Human Resource Management **6N3750**
- L6 Managing People **6N3945**
- L6 Team Leadership **6N1948**
- L6 Project Management **6N4090**
- L6 Employment Law **6N4322**
- L6 Training, Development & Evaluation **6N3326**
- L6 Effective Coaching **6N4310**
- L6 Supervisory Management **6N4329**
- L6 Conflict Management **6N2775**
- L6 Training Needs Identification & Design **6N3325**
- L6 Personal & Professional Development **6N1949**

## IT Upskilling

- L5 Digital Marketing **5N1364**
- L5 Excel Q&I Spreadsheets Methods **5N1977**
- ICDL Workforce Word
- ICDL Workforce Excel
- ICDL Workforce Power Point
- ICDL Workforce Computer Essentials
- ICDL Workforce all 4 Modules
- Excel Intermediate (**MOS**)
- Excel Expert (**MOS**)
- Adobe Photoshop
- Microsoft Word for Professionals (**MOS**)
- Computer Aided Design (**CAD**) Autodesk
- Revit Solidworks

## Finance

- L5 Taxation **5N1421**
- L5 Accounting **5N1348**
- L5 Bookkeeping **5N1354**
- L6 Bookkeeping **6N4865**
- L6 Payroll **6N4005**

## Healthcare

- L5 Care skills **5N2770**
- L5 Understanding Mental Health **5N3772**
- L5 Infection Prevention and Control **5N3734**
- L5 Nutrition and Wellness **5N2006**
- L5 Care of the Older Person **5N2706**
- L5 Palliative Care **5N3769**
- L5 Activities of living patient care **5N1765**
- L5 Caring for children in hospital **5N3737**
- L5 Dementia Care \*NEW\*

## Business Administration

- L5 Reception & Front Office Skills **5N1407**
- L5 Retail Selling **5N1619**
- L5 Business Administration Skills **5N1610**
- L5 Customer Service **5N0972**
- L5 Medical Terminology **5N2428**

## Inclusive Education & Training

- L6 Disability Awareness **6N1915**
- L6 Learning Difficulty Awareness **6N2210**
- L6 Assistive Technology **6N2211**
- L6 Inclusive Education Practice **6N2226**

## Security Studies

- L4 Door Security Studies
- L4 Security Studies L4 **4N20604**  
(Monaghan Institute Only)


## Something Different

- L5 Animal Grooming **5N0572**
- Cake Decorating **FDQ**  
(Monaghan Institute only)

CMETB Evening Provision offers a wide range of courses, catering for learners of all ages and abilities. Our part-time evening timetable is designed to accommodate the busy schedules of working learners.

### Why study for an Evening Qualification?

- Gain a competitive advantage in the workplace by enhancing your knowledge and skills
- Enhance existing qualifications and CV
- Develop both academically and professionally (enhanced skills such as communication, leadership skills, listening skills)
- Personal development and self-actualisation felt when you obtain a recognised national qualification.
- Develop a personal interest
- Adapt to workplace changes
- Flexible learning – courses are delivered on a part-time basis

 **Monaghan Institute**  
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**For more information or to register**  
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Government of Ireland



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an Aontas Eorpach  
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