



**cmetb**

Bord Oideachais agus Oiliúna  
an Chabháin agus Mhuineacháin  
Cavan and Monaghan  
Education and Training Board

## Evening Courses | Full List

Monaghan Institute and FET Campus, Cavan

### Leadership & Management

- L6 Business Management **6N4310**
- L6 Human Resource Management HR **6N3750**
- L6 Managing People **6N3945**
- L6 Team Leadership **6N1948**
- L6 Project Management **6N4090**
- L6 Employment Law **6N4322**
- L6 Effective Coaching **6N4310**
- L6 Supervisory Management **6N4329**
- L6 Conflict Management **6N2775**
- L6 Personal & Professional Development **6N1949**
- L6 Administration Practice **6N4169**

### 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**

### Building Digital Business Skills

- L5 Social Media for Digital Marketing **5N21874**
- L5 Digital Business Solutions **5N21872**

### Finance

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

### Construction & Technology

- L5 Computer Aided Draughting (Solidworks) **5N1364**
- L5 Mathematics **5N1833**
- L5 Digital Marketing **5N1364**
- L5 Thermal Insulation Installation **5N4976**

### IT Upskilling

- L5 Excel QQI 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**)
- Microsoft Word for Professionals (**MOS**)
- Computer Aided Design (**CAD**) Autodesk
- L5 Maths for IT **5N18396**
- Revit Solidworks
- Adobe Photoshop

### Community Health Services

- L5 Caring for Children in Hospital **5N3737**
- L5 Children with Additional Needs **5N2396**
- L5 Child Health and Well Being **5N1765**
- L5 Child Development **5N1764**

### Healthcare

- L5 Care skills **5N2770**
- L5 Understanding Mental Health **5N3772**
- L5 Infection Prevention and Control **5N3734**
- L5 Nutrition **5N2006**
- L5 Care of the Older Person **5N2706**
- L5 Palliative Care **5N3769**
- L5 Activities of living patient care **5N3707**
- L5 Dementia Care & Support **5S22764** (Specific Purpose Certificate)
- Health Related Cleaning Skills **5N3741**
- L5 Care Support **5N0758**
- L5 Safety & Health at Work **5N1794**

### Inclusive Education & Training

- L6 Inclusive Education Practice **6N2226**
- L6 Disability Awareness **6N1957**
- L6 Learning Difficulty Awareness **6N2210**
- L6 Health Promotion **6N2214**
- L6 Mental Health Awareness **6N2209**
- L6 Assistive Technology **6N2211**



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### Training & Development

- L6 Training Needs Identification & Design  
TNID **6N3325**
- L6 Training, Development & Evaluation  
TDE **6N3326**

### Security Studies

- L4 Door Security practices **4N20611**
- L4 Security Guarding Skills **4N20604**  
(Monaghan Institute Only)

### Sustainability

- L6 Sustainability Leadership **6N22911**
- Environmental Sustainability Awareness  
**4S21809**
- L6 Micro Solar Photovoltaic Systems  
Implementation **6N0306**

### Cake Decoration

- FDQ L2 Certificate in Cake Decoration  
(Monaghan Institute Only)

### Animal Grooming

- L5 Animal Grooming **5N0572**

For more information or to register



049 4353926 | 087 4054311



EveningCourses@cmetb.ie

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

### Cavan FET Campus



Dublin Road, Cavan  
H12 FW53

### Monaghan Institute



Armagh Road, Monaghan  
H18 FY94

