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**STEP SKILLS**  
PREPARE FOR SUCCESS IN HERTS

# Our upcoming courses at Hertfordshire Libraries



## ● Oxhey Library

**How to Write a Business Plan** | 2.5 hours | £10 | 20<sup>th</sup> May  
**Motivation & Time Management** | 2.5 hours | £10 | 13<sup>th</sup> May or 8<sup>th</sup> July  
**Introduction to Working in Schools** | 5 weeks | £35 | Starts 2<sup>nd</sup> June  
**Boost Your Confidence** | 5 weeks | £35 | Starts 3<sup>rd</sup> June



## ● Hoddesdon Library

**How to Publish a Book** | 5 weeks | £35 | Starts 21<sup>st</sup> May  
**Content Writing for Profit** | 5 weeks | £35 | Starts 21<sup>st</sup> May  
**Digital Photography** | 5 weeks | £35 | Starts 25<sup>th</sup> June  
**Social Media for Business** | 5 weeks | £35 | Starts 25<sup>th</sup> June



## ● Hatfield Library

**How to Publish a Book** | 5 weeks | £35 | Starts 19<sup>th</sup> May  
**Digital Photography** | 5 weeks | £35 | Starts 23<sup>rd</sup> June  
**Level 1 Award in Setting and Achieving Personal Goals** | 5 weeks  
 | £55 | Starts 3<sup>rd</sup> June



## ● Stevenage Central Library

**Digital Skills for Work** | 5 weeks | £35 | Starts 3<sup>rd</sup> June  
**Level 2 Award in Digital Marketing** | 6 weeks | £55 | Starts 3<sup>rd</sup> June



## ● Hemel Hempstead Library

**Introduction to Working in Schools** | 5 weeks | £35 | Starts 2<sup>nd</sup> June



[www.step2skills.org.uk](http://www.step2skills.org.uk) 01992 556 194 @step2skills

