

Developing an online therapy website using WordPress

Tutor: Mieke Haveman

Reference	CPD0002
Date	11th February 2018 10.00 am - 15.00 UK time 18th February 2018 10.00 am - 16.00 UK time Both days include lunch & coffee breaks
Cost	£175.00
Meeting software	Zoom video
Level of prior knowledge required	No knowledge or experience of websites required
Tools required	Laptop with webcam and sound
Credits awarded	1 credit, and requires no preparation or homework
Course Aim	To show course participants what a WordPress website looks like and provide the building blocks for a simple website.
Course outcome	To provide you with the tools to be able to build a simple 3 page website
To book the course	https://www.pwtraining.com/courses/book-pay/

The aim of this course is to introduce you to the basic components of building a WordPress website and to provide you with the building blocks to be able to achieve a simple 3 page website. The practice will take place within the tutor's website, but this course will give you the knowledge to make a website on your own or to sign up for the follow-up course in which we do make your website. The course finishes with a 60 minute tutorial with the course tutor within 1 calendar month of the date of this course (2 students at a time). The aim of the tutorial will be to provide feedback & guidance about future ways your website could be developed. You will need to complete a short form before this tutorial. Once you have booked we will send you the timetable & breakdown of how the times will be spent. We will also send you the zoom link and the emergency contact details.

Tutor Bio



Mieke Haveman has been an online coach and counsellor since 2010. And an online tutor since 2011. In addition, she specialises in online marketing. Having developed her own website and Social Media pages she liked the work so much that she followed many courses over the years. She likes sharing her knowledge with other therapists and tries to share this information in a non-technical way. She lives in the Netherlands but has worked with many British clients and students over the years and is a Director of ACTO.

Introduction to the course

This course is intended for complete beginners when it comes to WordPress websites. It is also suitable for people who want to refresh their knowledge. The aim is to let you see the key ingredients of a successful website. In addition to these meetings you can email the tutor for advice in between meetings if you are stuck on something. You will receive a course guide with 'how to' picture guides on the elements of the dashboard. And there will also be 'how to' videos you can watch again after the course ends. With these bare bones you can build your own WordPress website afterwards. If you would like more help and guidance there will be a follow up course where I guide you through the whole process and we build your website together. There are no hidden extra costs for this cost such as buying modules, unless you choose to buy additional things such as domain names and hosting.

ACADEMY FOR ONLINE
COUNSELLING & PSYCHOTHERAPY

83 Downsway, Southwick West Sussex BN42 4WE

*The Academy for Online
Counselling &
Psychotherapy is an
approved ACTO Online
Training Provider*





SHORT COURSES AND WORKSHOPS BOOKING FORM

You can use this form to book for up to three events

EVENT			Price
Course event title: Developing an online therapy website using WordPress			
Course reference CPD0002	Course start date 11 Feb 2018	Any information we may need to know	£
Course event title			
Course reference	Course start date	Any information we may need to know	£
Course event title			
Course reference	Course start date	Any information we may need to know	£
TOTAL			£

Your details	
Full Name	
Organisation	
Address including Post Code	
Email Address	
Mobile phone number	
Is English your first language?	YES / NO (if no more information required)
How did you hear about our courses?	
If YOU NEED AN INVOICE, please give us the name and address to invoice.	Yes/No
Payment Method Selected <input type="checkbox"/> BACS - UK based banks <input type="checkbox"/> Euro Payment via bank transfer	

Payments, Terms and Conditions
<ol style="list-style-type: none"> 1. Payment is to be made in full at least 5 days before the beginning of the course/workshop. You will only be registered onto the course once full payment is received, so please do not wait until the last minute as you risk going on a waiting list for the next course. 2. The course fees are on the individual course flyers and the website. 3. To send your application by email, please save this Word document onto your hard drive, and once you have completed it and email it to admissions@PWTAcademy.Online and make your payment. <ol style="list-style-type: none"> 1. Allocation to the course is made on a first come, first served basis. Places are limited on each course. 2. Should the course not run (which is unlikely), you will be first offered a place on an alternative course, and if that does not suit you your payment will be returned in full within 30 days. Please note that the management reserve the right to modify the dates and times of the course to suit the needs of the students should the dates turn out to be impossible for the students applying. Under the Consumer Contracts Regulations 2014, our courses come under the section regarding service. You have the right to cancel up to 14 days from entering into a service contract. If your course starts within the 14 day period or starts straightaway you'll still have the right to cancel, but you must pay for the value of the service (course) that is provided up to the point you cancel. The right to cancel can be lost during the cancellation period if the service is provided in full before the 14 days elapses. 3. Any discrepancies must be reported to the Academy for Online Counselling and Psychotherapy within 10 working days otherwise the invoice will be deemed as having been accepted as true and correct. 4. For overseas payments please ensure that you pay the bank charges as the amount invoiced is the FULL AMOUNT that must be received by The Academy - any outstanding bank charges will be invoiced to you. 5. ACADEMY FOR ONLINE COUNSELLING & PSYCHOTHERAPY is a trading name of Philippa Weitz Training Ltd; Registered in England; Company No. 3477157; Registered Office: 85 Church Road, Hove BN3 2BB

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 UK PAYMENTS in STERLING By BACS transfer to: Lloyds Bank, 83 High Street, Walton-on-Thames, Surrey, KT12 1DU UK Bank sort code: 30-19-22 Account Number: 00685313 Swift Code: LOYDGB2L IBAN No: GB44LOYD30192200685313 Use PWT + your name as the reference  OVERSEAS PAYMENTS in EUROS Please ask us for our Euros account details by emailing to admissions@PWTAcademy.Online .