Go for it!
Achieve career success with Damelin Correspondence College, one of the most employer recognised colleges in Southern Africa.
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Message from the General Manager

Dear Student

Right now, you have your sights firmly set on exploring your career development. As you contemplate further study, you want to be certain that your hard work will enjoy the credibility and respect of employers.

Rest assured that Damelin Correspondence College is a learning institution that is employer-recognised and trusted. Damelin prides itself on offering you the very best learning programmes.

As you page through this prospectus, keep your career goals firmly in focus. This will enable you to identify the programme that will open the door to your career success.

Why study with Damelin Correspondence College?
• Damelin is the largest and most comprehensive offering in Southern Africa.
• Employers recognise and have confidence in a Damelin certificate as being academically sound and relevant to their needs.
• Damelin Correspondence College (Pty) Ltd is provisionally registered as a private FET college with the Department of Higher Education and Training until 31 Dec 2014. Prov. Reg. No. 2008/FE07/037.
• Damelin Correspondence College (Pty) Ltd provisionally accredited by Umalusi, the Council for Quality Assurance in General and Further Education and Training, www.umalusi.org.za. The provisional accreditation number for Damelin Correspondence College (Pty) Ltd is FET 00475 PA. Employers are required to quote this number in their claims to the Skills Levy Fund, for investing in their employee’s education as set out in the Skills Development Act No 31, 2003.
• Damelin Correspondence College offers you the flexibility to gain qualifications while you are working.
• Damelin focuses on providing you with programmes of study that are career-related, and academically driven.
• Damelin’s expertise includes programme development, curriculum design, content, and student support methods that are right up to date.
• Damelin Correspondence College is a Registered Credit Provider, NCRCP 2325.

Register now and be one step closer to the career position you desire, and the future you are aiming for.

Yours sincerely
Rakesh Patel
Damelin Correspondence College General Manager
DCC’s Learning Opportunities

DCC caters for a wide variety of learner needs. This means that we offer both formal and non-formal programmes. It is important that you understand the type of programme for which you are enrolling.

DCC Correspondence College offers you the following learning opportunities:

National qualifications are credit-bearing qualifications registered on the NQF and accredited by a Quality Assurance Body, such as a SETA. A skills programme is an accredited component of a national qualification. An example of a National Qualification offered by DCC is the National Certificate in Bookkeeping, NQF Level 3, SAQA ID 58375, accredited by FASSET.

DCC Provider Programmes are DCC’s vocational certificates and diplomas that enhance your skills and improve your career opportunities. Provider Programmes are not linked to the NQF, but they are in high demand and carry the approval of the DCC Academic Board. An example of a DCC Provider Programme is the DCC Certificate in Professional Secretary.

Agent Programmes are programmes for which DCC offers tuition, but where DCC does not issue the final certificate. The agent body issues the final certificate and manages the final examinations. An example of an Agent Programme offered by DCC is the Microsoft Office User Specialist (MOUS) programme.

Continuous Professional Development (CPD) Programmes are short courses that help you add to your current professional knowledge in a particular field, and hence boost your abilities within your career. An example of a DCC CPD programme is the DCC Short Course in Conflict Management.

Orientation Programmes are short courses that introduce you to a particular field or career, and that offer you the opportunity to explore an interest or skills set without having to enroll on a full programme. An example of a DCC Orientation Programme is the DCC Short Course: Introduction to Radio Broadcasting.

Self-employment Programmes were designed to refine your skills in a particular field of interest, to teach you how to make a living from a particular skill, interest or hobby, and to help you start your own business. An example of a DCC Self-employment programme is the DCC Diploma in Computerised Bookkeeping.
Why Choose Damelin Correspondence?

**Employer Credibility**
Today's job market is highly competitive, particularly for young people who are seeking their first job. In this environment, the most valuable asset that a job-seeker can have is a relevant qualification from an acclaimed and respected institution. Students can rest assured that, with over 40 years' experience in preparing students for employment, and branches in most major cities, Damelin Correspondence College has an unrivalled reputation as an educational institution. Every employer knows and respects the calibre of Damelin Correspondence College graduates.

**Flexibility and Commitment to the Student**
Studying by correspondence has several advantages over attending classes at a campus:

- Students can register at any time of the year.
- Students can learn at home, according to a convenient schedule, without having to incur the cost and inconvenience of travelling to classes at fixed times.
- Students can continue to earn an income, while studying outside of working hours at home.
- Students have access to highly qualified and experienced Damelin Correspondence College tutors who can provide quick feedback by giving detailed comments on assignments, and can provide telephonic tutorials on a one-to-one basis.
- Students can engage with study material that is divided up into logically sequenced, manageable units, which form part of an integrated and sound learning process of introduction, reinforcement and review, interspersed with student-centred exercises.

**Career Counselling & Development Service**
Students are encouraged to make use of Damelin Correspondence College's free educational counselling service. Students can contact the Damelin Correspondence College Call Centre by telephone for referral to a Career Counsellor, or to make a personal appointment. Alternatively, students can e-mail queries to the College.

The Career Counsellor can assist students in choosing a career. He or she can also provide additional academic support (such as study skills, tips for writing assignments and pre-exam techniques, life skills, time-management, coping with stress, and more), or can simply provide job-searching techniques.
Providing for Students with Disabilities or Audio Needs
Damelin Correspondence College seeks to provide students who have disabilities with every opportunity to participate fully in the College. When registering, students are invited to disclose any disabilities that they may have, and to indicate any individual support or special examination arrangements that they may need. Students are also welcome to contact a Damelin Correspondence College Student Consultant for further information. In addition, students with disabilities are invited to discuss their particular needs with the Career Counsellor, who is available to assist with personal, academic and career choices.

Students who experience difficulty in studying from printed material, for whatever reason, are encouraged to contact the Education Desk of Tape Aids for the Blind, to arrange for printed material to be transferred to audio.
Phone 031 309 4800.

Admission requirements – Recognition of Prior Learning
Damelin Correspondence College applies the South African Qualification Authority’s (SAQA) policy of recognising prior learning. Therefore, if students do not meet the admission requirements of a particular learning programme, as stated in the entrance requirements for each course, they should contact the College to evaluate their prior learning and experience and decide if they can gain admission to the programme of their choice.
Draughting

All manmade objects begin with a dream, an idea or a concept. Draughting transforms the dream into a working drawing from which the artisan may construct the final product.

Draughting is not merely a form of pretty pictures but rather the means to the strongest and most practical and precise method of Engineering communication worldwide. Draughting, the graphic rendition of a concept, has been around since the earliest times. The ability to clearly and accurately convey an idea is very important in draughting as it will determine the various Trades persons ability to produce the final product.

A draughts person plays a key role in the completion of a construction project, in establishing the final sizing dimensions to graphically represent exactly what needs to be manufactured or built in the industry, by the various Trades people such as Boiler makers, Fitter and Turners, Electricians, etc. Without the draughts person’s input, Trades people would be unable to begin assistance in the construction process.
Computer Aided Plans and Drawings Diploma

Career Prospects
The Construction Industry is demanding knowledgeable and skilled computer aided draughtspersons who are able to contribute to improved productivity and efficiency. Students studying AutoCAD will be able to learn the skills to create these computer based plans and drawings, meeting the demands and needs of the industry.

Programme Type
Computer Aided Plans & Drawing is a Job Creator Self-Employment Programme.

Admission Requirements
Grade 12 (Std 10) with Mathematics, Engineering Science and Technical Drawing, or an equivalent or Engineering Drawing N3

AutoCAD 2011 System Requirements
For 32-Bit AutoCAD 2011
- For 32-Bit AutoCAD 2011 Microsoft® Windows® 7 Enterprise, Ultimate, Professional, or Home Premium (compare Windows 7 versions); Microsoft® Windows Vista® Enterprise, Business, Ultimate, or Home Premium (SP1 or later) (compare Windows Vista versions); or Microsoft® Windows® XP Professional or Home edition (SP2 or later)
- For Windows Vista or Windows 7: Intel® Pentium® 4 or AMD Athlon® dual-core processor, 3.0 GHz or higher with SSE2 technology; for Windows XP: Intel Pentium 4 or AMD Athlon dual-core processor, 1.6 GHz or higher with SSE2 technology
- 2 GB RAM
- 1.8 GB free disk space for installation
- 1,280 x 1,024 true colour video display adapter 128 MB or greater, Microsoft® Direct3D®-capable workstation-class graphics card
- 1,024 x 768 display resolution with true colour
- Microsoft® Internet Explorer® 7.0 or later
- Install from download or DVD

For 64-Bit AutoCAD 2011
- Microsoft Windows 7 Enterprise, Ultimate, Professional, or Home Premium (compare Windows 7 versions);
- Microsoft Windows Vista Enterprise, Business, or Ultimate (SP1 or later) (compare Windows Vista versions); or
- Microsoft Windows XP Professional (SP2 or later)
- AMD Athlon 64 with SSE2 technology, AMD Opteron® processor with SSE2 technology, Intel® Xeon® processor with Intel EM64T support and SSE2 technology, or Intel Pentium 4 with Intel EM64T support and SSE2 technology
- 2 GB RAM
- 2 GB free space for installation
- 1,280 x 1,024 true colour video display adapter 128 MB or greater, Microsoft® Direct3D®-capable workstation-class graphics card
- 1,024 x 768 display resolution with true colour
- Internet Explorer 7.0 or later
- Install from download or DVD
For 64-bit AutoCAD® 2010

The requirements are:

- Microsoft® Windows® XP Professional x64 edition (SP2 or later) or Windows Vista® (SP2 or later) including Enterprise, Business, Ultimate, or Home Premium edition (compare Windows Vista versions)
- AMD Athlon® 64 with SSE2 technology, or AMD Opteron® processor with SSE2 technology, or Intel® Xeon® processor with Intel EM64T support and SSE2 technology, or Intel Pentium 4 with Intel EM64T support and SSE2 technology
- 2GB RAM
- 1.5GB free disk space for installation
- 1,024 x 768 VGA display with true colour
- Microsoft® Internet Explorer™ 7.0 or later
- Install from download, DVD, or CD

Programme Structure

After successfully completing this learning programme, students will be able to:

- Communicate in the business environment
- Represent, analyse and calculate shape and motion in 2- and 3-dimensional space, in different contexts.
- Demonstrate an understanding of measuring instruments and produce free-hand drawings
- Plan drawing layout
- Develop and produce computer-aided drawings
- Identify, interpret and produce working building drawings
- Start your own Small Business

Programme Duration

Students should be able to complete this course within 24 months.

Student Assessment

Students are required to complete and submit assignments to the College for marking.

Certification

On successful completion of their assignments, the student will receive a Damelin Correspondence College Diploma in Computer-aided Plans and Drawings.
AutoCAD 2011

You can design and shape the world around you with the powerful, flexible features found in AutoCAD, one of the world’s leading 2D and 3D design software products. With robust 3D tools that can create almost any shape imaginable, AutoCAD helps you intuitively explore design ideas. It offers innovations that increase design and documentation efficiency, and enables you to more securely, accurately, and seamlessly share those designs with colleagues. And with thousands of available add-ons, AutoCAD provides the ultimate in flexibility because it can be easily customized for your specific needs. With these capabilities and more, AutoCAD delivers the power and flexibility needed to take documentation and design further

The primary goal of the course is to introduce the aspects of Computer Aided Design and Drafting (CADD). This course is intended to be used as a training guide for students and professionals. It proceeds in a pedagogical fashion to guide you from constructing basic shapes to making multiview drawings. The lessons are further reinforced by the video presentations found on the enclosed multimedia DVD.

This will introduce beginning CAD users to AutoCAD 2011. It takes a hands-on, exercise-intensive approach to all the important 2D CAD techniques and concepts. It is also helpful to AutoCAD users upgrading from a previous release of the software. The new improvements and key enhancements of the software are incorporated into the lessons. The 2D-CAD techniques and concepts are designed to serve as the foundation to the more advanced parametric feature-based CAD packages such as Autodesk Inventor

Programme Type
Autodesk AutoCAD is an agent programme

AutoCAD 2011 System Requirements
For 32-Bit AutoCAD 2011
- For 32-Bit AutoCAD 2011 Microsoft® Windows® 7 Enterprise, Ultimate, Professional, or Home Premium (compare Windows 7 versions); Microsoft® Windows Vista® Enterprise, Business, Ultimate, or Home Premium (SP1 or later) (compare Windows Vista versions); or Microsoft® Windows® XP Professional or Home edition (SP2 or later)
- For Windows Vista or Windows 7: Intel® Pentium® 4 or AMD Athlon® dual-core processor, 3.0 GHz or higher with SSE2 technology; for Windows XP: Intel Pentium 4 or AMD Athlon dual-core processor, 1.6 GHz or higher with SSE2 technology
- 2 GB RAM
- 1.8 GB free disk space for installation
- 1,280 x 1,024 true colour video display adapter 128 MB or greater, Microsoft® Direct3D®-capable workstation-class graphics card
- 1,024 x 768 display resolution with true colour
- Microsoft® Internet Explorer® 7.0 or later
- Install from download or DVD
For 64-Bit AutoCAD 2011

- Microsoft Windows 7 Enterprise, Ultimate, Professional, or Home Premium (compare Windows 7 versions);
- Microsoft Windows Vista Enterprise, Business, or Ultimate (SP1 or later) (compare Windows Vista versions); or
- Microsoft Windows XP Professional (SP2 or later)
- AMD Athlon 64 with SSE2 technology, AMD Opteron® processor with SSE2 technology, Intel® Xeon® processor with Intel EM64T support and SSE2 technology, or Intel Pentium 4 with Intel EM64T support and SSE2 technology
- 2 GB RAM
- 2 GB free space for installation
- 1,280 x 1,024 true colour video display adapter 128 MB or greater, Microsoft® Direct3D®-capable workstation-class graphics card
- 1,024 x 768 display resolution with true colour
- Internet Explorer 7.0 or later
- Install from download or DVD

Additional Requirements for 3D Modeling (All Configurations)

- Intel Pentium 4 processor or AMD Athlon, 3 GHz or greater; or Intel or AMD dual-core processor, 2 GHz or greater
- 2 GB RAM or more
- 2 GB hard disk space available in addition to free space required for installation
- 1,280 x 1,024 true colour video display adapter 128 MB or greater, Pixel Shader 3.0 or greater, Microsoft® Direct3D®-capable workstation-class graphics card

AutoCAD® 2011 for Mac® System Requirements

- Apple® Mac® Pro 4,1 or later; MacBook® Pro 5,1 or later (MacBook Pro 6,1 or later recommended); iMac® 8,1 or later (iMac 11,1 or later recommended); Mac® mini 3,1 or later (Mac mini 4,1 or later recommended); MacBook Air® 2,1 or later, MacBook® 5,1 or later (MacBook 7,1 or later recommended)
- Mac OS® X v10.6.4 or later; Mac OS X v10.5.8 or later
- 64-bit Intel® processor
- 3 GB of RAM (4 GB recommended)
- 2.5 GB free disk space for download and installation (3GB recommended)
- All graphics cards on supported hardware
- 1,280 x 800 display with true colour (1,600 x 1,200 with true colour recommended)
- U.S., U.K., or France keyboard layout
- Apple® Mouse, Apple Magic Mouse, Magic Trackpad, MacBook® Pro trackpad, or Microsoft®-compliant mouse.
- Mac OS X-compliant printer
Admission requirements
Grade 11 (std. 9) with Technical Drawing or N2 with Engineering Drawing

Programme Duration
You should be able to complete this course within 18 months

AutoCAD 2011 Software
The license duration for AutoCAD 2011 software is 36 months from date of installation and may only be used for learning purposes and not for any financial gain. Please note: A valid email address and internet access is required in order to activate the student release.

Key Features
• Designed for beginning CAD users
• Uses step-by-step tutorials to teach 2D drawing in AutoCAD
• Each book comes with a multimedia DVD with video presentations
• Covers the performance tasks found on the AutoCAD 2011 Certified Associate Examination

Training manual table of contents
• AutoCAD Fundamentals
• Basic Object Construction Tools
• Geometric Construction and Editing Tools
• Object Properties and Organization
• Orthographic Views in Multiview Drawings
• Basic Dimensioning and Notes
• Templates and Plotting
• Parametric Drawing Tools
• Auxiliary Views and Editing with GRIPS
• Section Views
• Assembly Drawings and Blocks

Student Assessment and Certification
On successful completion of your DCC assignments and the required hours of practical on the software package you will be able to enroll for the internationally accredited Autodesk associate exam using your information and certification voucher included in your student kit. The recommended hours before attempting the exam is 100 hours of practical hands on application. Please note exam fees are not included in your tuition fee.
For more information on the exam, you may contact Educad at lisa@educad.co.za
Revit® Architecture 2011

With Revit® Architecture building information modeling (BIM) software, students master Design, better communicate design intent, and explore analysis while building skills for a Sustainable future. Inspire students to work the way professional architects think about Buildings by learning an intuitive process with software that mirrors the real world of Architecture.

This course is designed for the architectural student new to Revit Architecture 2011. It a project based approach to learning Revit Architecture in which the student develops a single family residence all the way to photo-realistic renderings. It includes an optional basic introduction to hand sketching techniques and concepts intended to increase your ability to sketch design ideas by hand and to think three-dimensionally. Through a series of step-by-step tutorial lessons, the residential project is followed through to create elevations, sections, floor plans, renderings, construction sets, etc

Programme type
Autodesk Revit® Architecture is an agent programme

Autodesk Revit Architecture 2011 System requirements

32-Bit Autodesk® Revit® Architecture

- 32-Bit Autodesk Revit Architecture Microsoft® Windows® 7 32-bit Enterprise, Ultimate, Professional, or Home Premium; Microsoft® Windows Vista® 32-bit (SP2 or later) Enterprise, Ultimate, Business, or Home Premium; or Microsoft® Windows® XP (SP2 or later) Professional or Home*
- Intel® Pentium® 4 or AMD Athlon™ dual core, 3.0 GHz (or higher) with SSE2 technology for Microsoft Windows 7 32-bit or Microsoft Windows Vista 32-bit (SP2 or later). Intel Pentium 4 or AMD Athlon dual core, 1.6 GHz (or higher) with SSE2 technology for Microsoft Windows XP (SP2 or later)
- 3 GB RAM
- 5 GB free disk space
- 1,280 x 1,024 monitor with true colour
- Display adapter capable of 24-bit colour for basic graphics; 256 MB DirectX® 9-capable graphics card with Shader Model 3 for advanced graphics. Find out more about recommended graphics hardware.
- Microsoft® Internet Explorer® 7.0 (or later)
- Microsoft Mouse-compliant pointing device
- Download or installation from DVD*
- Internet connectivity for license registration

64-Bit Autodesk Revit Architecture

- Microsoft® Windows® 7 64-bit Enterprise, Ultimate, Professional, or Home Premium; Microsoft® Windows Vista® 64-bit (SP2 or later) Enterprise, Ultimate, Business, or Home Premium; or Microsoft® Windows® XP Professional x64 edition (SP2 or later).*
- Intel® Pentium® 4 or AMD Athlon™ dual core, 3.0 GHz (or higher) with SSE2 technology for Microsoft Windows 7 64-bit or Microsoft Windows Vista 64-bit (SP2 or later). Intel Pentium 4 or AMD Athlon dual core, 1.6 GHz (or higher) with SSE2 technology for Microsoft Windows XP Professional x64 edition (SP2 or later)
- 3 GB RAM
- 5 GB free disk space
- 1,280 x 1,024 monitor with true colour
- Display adapter capable of 24-bit colour for basic graphics; 256 MB
DirectX® 9-capable graphics card with Shader Model 3 for advanced graphics. Find out more about recommended graphics hardware.

- Microsoft® Internet Explorer® 7.0 (or later)
- Microsoft Mouse-compliant pointing device
- Download or installation from DVD
- Internet connectivity for license registration

**Admission requirements**
Grade 12 (std 10) with basic computer skills and knowledge of Windows and Technical Drawing. Knowledge of basic building construction would be an advantage.
If you do not meet the minimum entrance requirements, but have 2 years’ relevant work experience, please contact the nearest Damelin Correspondence College branch to apply for possible access.

**Programme Duration**
You should be able to complete this course within 18 months

**Revit® Architecture 2011 software**
The license duration for Revit Architecture 2011 software is 36 months from date of installation and may only be used for learning purposes and not for any financial gain. Please note: A valid email address and internet access is required in order to activate the student release.

**Key Features**
- Starts at an introductory level
- Project based tutorials design a house from start to finish
- Video instruction is included with each book
- Bonus material covers site design, Revit content creation, architectural sketching, engineering graphics, an introduction to computers, and much more!

**Training manual table of contents**
- Getting Started with Revit Architecture 2011
- Lake Cabin: Floor Plan (The Basics)
- Overview of Linework and Modify Tools
- Drawing 2D Architectural Objects
- Residence: Floor Plans (First Floor)
- Residence: Floor Plans (Second Floor and Basement Plans)
- Residence: Roof
- Residence: Floor Systems and Reflected Ceiling Plans
- Residence: Elevations
- Residence: Sections
- Residence: Interior Design
- Residence: Schedules
- Residence: Photo-Realistic Rendering
- Residence Construction Document set

**Student Assessment and Certification**
On successful completion of your DCC assignments and the required hours of practical on the software package you will be able to enrol for the internationally accredited Autodesk associate exam using your information and certification voucher included in your student kit. The recommended hours before attempting the exam is 100 hours of practical hands on application. Please note exam fees are not included in your tuition fee. For more information on the exam, you may contact Educad at lisa@educad.co.za
Inventor® Professional 2011
Autodesk® Inventor® Professional helps students accelerate their learning of 3D design by spending more time mastering engineering and mechanical design concepts, and less time grappling with geometry. Autodesk Inventor Professional provides a comprehensive and integrated set of design tools for producing and documenting Complete digital prototypes that enable students to simulate how their design will work under real-world conditions.

Autodesk Inventor takes manufacturers beyond 3D to Digital Prototyping. With Inventor, you can create a single digital model that gives you the ability to design, visualize, and simulate your products.

- Design—integrate all design data into a single digital model, streamlining the design process and improving communication.
- Visualize—create a virtual representation of the final product to review design intent, secure early customer validation, and market your products before they’re built.
- Simulate—Digitally simulate the real-world performance of your product, saving the time and money required to build multiple physical prototypes

This course is designed to introduce Autodesk Inventor, solid modelling, and parametric modeling. It uses a hands-on, exercise-intensive approach to all the import parametric modeling techniques and concepts. The lessons guide the user from constructing basic shapes to building intelligent mechanical designs, creating multi-view drawings and assembly models. Other featured topics include sheet metal design, motion analysis, 2D design reuse, collision and contact, and the Autodesk Inventor 2011 Certified Associate Examination.

Programme type
Autodesk® Inventor® Professional is an agent programme

Inventor 2011 System requirements
For Windows Users
For Windows Users for General Part and Assembly Design (Typically Fewer than 1,000 Parts)
- Microsoft® Windows 7 (32-bit or 64-bit) Home Premium, Professional, Ultimate/Enterprise, or Microsoft® Windows Vista® (SP2) (32-bit or 64-bit) Home Basic, Home Premium, Business, Enterprise, or Ultimate, or Microsoft® Windows XP Professional (SP3) or Professional x64 Edition (SP2) (1,2)
- Intel® Pentium® 4, 2 GHz or faster, Intel® Xeon®, Intel® Core™, AMD Athlon™ 64, or AMD Opteron™, or later (3)
- 2 GB RAM or more (4)
- Microsoft® Direct3D 10® or Direct3D 9® capable graphics card (5)
- DVD-ROM drive (6)
- Microsoft® Mouse-compliant pointing device
- 1280 x 1024 or higher screen resolution
- Internet connection for web downloads and Subscription Aware access
- Adobe Flash Player 10 (7)
- Microsoft® Internet Explorer® 6.x through 8
- Microsoft® Excel 2003 through 2007 for iComponents, thread customization, and spreadsheet-driven designs
• For Complex Models, Complex Mold Assemblies, and Large Assemblies (Typically More than 1,000 Parts)
• Windows 7 64-bit, Windows Vista 64-bit (SP2), or Windows XP Professional x64 Edition (SP2)
• AMD64 or Intel® 64 processor
• 6 GB RAM or more
• CAD workstation-class graphics card (visit http://www.inventor-certified.com/graphics/) for more information.

For Macintosh Users
Boot Camp
you can install Autodesk® Inventor® Professional software on a Mac® computer on a Windows partition. The system must use Boot Camp® to manage a dual OS configuration and meet the minimum system requirements:
• Mac OS® X 10.5.x
• Boot Camp V 2.0 or higher
• Intel-based Mac (64-bit Windows Vista requires an Intel Core™2 duo or Xeon processor)
• 3 GB RAM (Recommend 4 GB for 32-bit Windows OS, 8 GB or more for 64-bit Windows OS)
• 20 GB disk space for Apple OS partition or Windows OS partition

Mac Virtualization on Parallels Desktop
Autodesk Inventor Professional can be used on the Mac via Parallels Desktop for Mac without having to boot directly into the Windows OS, so it is easy to switch between platforms. The system must meet the following requirements:
• Mac OS X 10.6.x
• Parallels Desktop 5.0 (5.0.9344 or higher)
• Intel based Mac (64-bit Windows Vista requires an Intel Core 2 duo or Xeon processor)
• Minimum 4 GB RAM (6 GB system memory for 32-bit Windows OS, 8 GB or more for 64-bit Windows OS recommended)
• Minimum 40 GB available disk space (100 GB recommended)

Admission requirements
Grade 11 (std 9) with basic computer skills and knowledge of Windows and Technical Drawing. If you do not meet the minimum entrance requirements, but have 2 years’ relevant work experience, please contact the nearest Damelin Correspondence College branch to apply for possible access.

Programme Duration
You should be able to complete this course within 18 months

Inventor 2011 software
The license duration for Inventor 2011 software is 36 months from date of installation and may only be used for learning purposes and not for any financial gain. Please note: A valid email address and internet access is required in order to activate the student release.

Key Features
• Designed for beginners
• Uses tutorial style lessons
• Covers parametric modeling, 3D Modeling, and the Autodesk Inventor Certified Associate Exam
Training manual table of contents

- Getting Started
- Parametric Modeling Fundamentals
- Constructive Solid Geometry Concepts
- Model History Tree
- Parametric Constraints Fundamentals
- Geometric Construction Tools
- Parent/Child Relationships and the BORN Technique
- Part Drawings and Associative Functionality
- Datum Features and Auxiliary Views
- Symmetrical Features in Designs
- Advanced 3D Construction Tools
- Sheet Metal Design
- Assembly Modeling - Putting It All Together
- Content Center and Basic Motion Analysis
- 2D Design Reuse, Collision and Contact

Student Assessment and Certification

On successful completion of your DCC assignments and the required hours of practical on the software package you will be able to enrol for the internationally accredited Autodesk associate exam using your information and certification voucher included in your student kit. The recommended hours before attempting the exam is 100 hours of practical hands on application. Please note exam fees are not included in your tuition fee. For more information on the exam, you may contact Educad at lisa@educad.co.za
The accomplishment of any important goal in life requires two things: a plan, and a commitment to keep to that plan! What follows is a simple 10-step process that will guide you to achieving success in your chosen Damelin programme, therefore bringing you one step closer to the career of your choice, or the advancement that you aspire to.

**Step 1**
Choose the programme that best suits you:
- Identify a career that best suits your natural interests and abilities.
- Choose a learning programme that is relevant to your chosen career, and for which you are able to meet the entrance requirements.

**Step 2**
Fill in your registration form. (You can phone one of our student consultants on 0860-61-61-61 to assist you in filling out the form.) Then send your completed registration form plus the certified copies of the relevant support documents to meet the entrance requirement of your chosen course to Damelin by:
- Posting it to Damelin Correspondence College, P.O Box 31001, Braamfontein, 2017, OR
- Taking it to your nearest Damelin office.

**Step 3**
Once the academic process has been successfully completed decide how you wish to pay for your studies:
- You may pay the full fee in cash (which will save you interest charges), or on terms over an agreed period.
- You may choose to register now for the complete learning programme, even if you plan to do only some of the subjects this year, and the rest later. This will save you money in the long run.

**Step 4**
Once you have registered, Damelin will send you your first study pack containing the following:
- Your Student Card, which identifies you as a student wherever you go;
- Your Damelin Study Notes, which have been designed to make you feel as if you have your own personal teacher;
- Your Information Guide, a summary of important details;
- Certification Road Map, which tells you how to enter for your examinations;
- Your Personal Study Programme, which shows you the study units or items that you will need for each subject that you are studying; and
- Your Assignment Covers and Envelopes, to make it easy for you to send in your assignments and queries to the College.
10 Steps to Success cont...

Step 5
Decide on the study times that best suit your lifestyle. Then work out your own study timetable. Try to keep to your timetable! It is very difficult to catch up when you have fallen behind.

Step 6
Get down to the serious business of studying. The notes have been designed to take the place of a class teacher.

Step 7
Complete regular assignments to check how you are doing,

- Continuous assessment is an essential feature of distance learning. Our study material contains numerous self-assessment exercises, to help you to make sure that you are in control of your work at all times.
- At the end of each module, there is a progress assignment which you can complete and send to the College for marking and/or model answers.

Note that the assignments are not compulsory, for examinable courses, and you can register for exams when you are ready.

Step 8
Enter for the examinations

- Follow the instructions on your Certification Road Map on how and when to enter for your examinations.
- Remember that it is your own responsibility to register in time for a particular examination sitting.

Step 9
Write the examinations

- You will enter the examination room knowing that you have done the very best preparation that you are capable of, and you will face the exam paper with confidence.

Step 10
Qualify for your award

- Join the thousands of successful past students of Damelin Correspondence College who are making a success of their careers.

Help is only a phone call away!

Should you have any queries about the learning programme you are interested in, please do not hesitate to contact a Damelin Student Consultant at the following number:

0860 61 61 61