



MARCH NEWSLETTER

www.micomputersolutions.co.uk

Welcome to our March newsletter!

In this newsletter, you can learn tips for proofreading, register for our upcoming courses, read about our Safer Internet Day session, learn more about our Deputy CEO - Tara Roudiani, and much more.

Read below!

Follow us on social media!





Proofreading Tips

Polish Your Work

Whether you are studying one of our English or Vocational courses, it is essential to proofread your texts before submitting assignments, sending emails, or applying for jobs.

Proofreading ensures your writing is clear and error-free.

To help you, here are 5 tips:

1. Take a Break

After writing your text or draft, take a break. Fresh eyes spot mistakes more easily, so make sure you step away from your work for 1 hour or more before you proofread.

2. Read slowly and aloud

When you read outloud to yourself (or others), you can catch missing words, grammar and spelling mistakes easier.

3. Ask for Feedback

A second opinion is always valuable, so ask a friend, tutor, or colleague to review your work.

4. Look Out for Common Mistakes

Check your text for any:

- Spelling errors (use spell check, but don't rely on it!)
- Missing or extra commas, apostrophes or full-stops.
- Inconsistent verb tenses

5. Use a Checklist

If you like lists, going through a checklist of things to review can also be very useful. In your checklist include:

- Spelling
- Grammar
- Punctuation
- Clarity

Although it takes time, proofreading is beneficial as it makes your work look more professional and helps you improve your writing.

Fund Your Future

**A Guide to
Advanced Learner
Loans**



Advanced Learner Loans
Funded courses Available

Want to study a Level 3 to 6 course, like our Access to Nursing course or one of our Hair, Beauty and Nails courses, but are worried about the costs?

An Advanced Learner Loan (A.L.L.) could be the help you need to enrol on an advanced course and learn the skills required to follow the career of your dreams.

What is an A.L.L.?

The Advanced Learner Loan is a government-backed loan available to adults aged 19 and over to help cover the costs of eligible further education courses in England.

No upfront course fees

No upfront fees means you will only start making repayments when your income **is over** £27,295 a year, £2,274 a month or £524 a week.*

**Threshold subject to change.*

Repayment plan

For your peace of mind, repayments are deducted automatically. Repayments are also calculated at **9%** of your income **over the repayment threshold**.

How to calculate your repayments

Imagine you are paid £2,500 a month before tax.

First, you will need to find the difference between your income (£2500 a month) and the loan's threshold (£2,274 a month)

$$£2,500 - £2,274 = £226$$

Then you need to find 9% of the above result.

$$£226 \times 9\% = £20.34$$

That means your student loan repayment would be £20.34 for that month.

Your loan may be written off

If you would like to become a nurse and want to study our Access to Nursing course, your loan will be written off if you progress and complete a Nursing degree at university.

Investing in your education is investing in your future, so don't let costs hold you back.

Need help? Contact our team for guidance on eligible courses and the application process

[Learn More](#)

Meet the Team - *Tara Roudiani*

Deputy CEO and a Trustee for Autism Unlimited

For this Women's History Month, we're honoured to have interviewed Tara Roudiani, our Deputy CEO, to learn more about her career journey and chat about all things MI Skills. Tara, who is proud of her Persian roots, has nearly 30 years of experience working in education in the UK. She made it her mission to dedicate her career to adult learning, inclusion and widening participation. Before her role at MI, Tara started her career as a Learning Support Assistant - while balancing work, study and family - advancing to leadership roles, including Deputy Director at a major college, where she championed accessibility for learners with complex needs.

Read more about her story in the interview below:

Q1: Tara, thank you so much for sitting with us and doing this interview for Women's History Month. For all our readers out there, can you take us to the beginning of your journey and let us know what made you decide to be involved in the education sector?

T: Education changes lives — particularly for adults who may not have had positive experiences of learning earlier in life. Supporting learners to gain confidence, skills, and opportunity has always motivated me, especially those facing disability, disadvantage, or systemic barriers.

Q2: That is so inspiring and such a beautiful goal to have. Moving on to the present time, Tara, can you tell us a bit about your role as Deputy CEO and what a typical day looks like for you?

T: As Deputy CEO, my role spans strategic leadership, quality improvement, safeguarding, and organisational development. No two days are the same — I might be reviewing curriculum quality, mentoring staff, working on funding or partnerships, supporting learner outcomes, or helping teams navigate change. A key part of my role is developing people and systems so that learners receive



T: MI creates opportunities for people who may otherwise be overlooked. By combining skills, confidence-building, and real-world support, MI helps learners move into employment, further study, or improved life outcomes. I've seen learners go from low confidence to sustainable work and leadership roles — that transformation is powerful.

Q5: And what career advice would you give to a new learner or anyone reading this newsletter?

T: Don't measure yourself against others. Progress isn't linear, and confidence often comes after competence. Keep going, ask for support, and believe that your starting point does not define your destination. Remember, my saying – ask the question, it is just something you do not know YET.

the best possible experience and support.

Q3: Although your job role is non-stop, I believe we can all feel how passionate you are about it. Based on this passion, what recent achievement or project at the centre are you most proud of?

T: Supporting the development of strong leadership, mentoring, and inclusive practice across MI — particularly where this has directly improved learner engagement, confidence, and progression. A great example of this is watching Peter Molnar, a previous learner, being offered his first tutor role, Kristal making great progress in her Apprenticeship, Paul developing our Impact Report, doing the key note speech at last years' celebration and being able to say that Bola has impacted over 20,000 peoples' lives since she started the company – she is an inspiration and great role model for me.

Q4: I completely agree with you. As a woman myself, Bola is a huge inspiration and all she has achieved is truly remarkable. So Tara, how does MI change learners' lives or even improve their job prospects?

Q6: I love that. Since work life is filled with ups and downs, what do you find more challenging and how do you approach it?

T: Balancing pace with care. Change is necessary, but it must be done thoughtfully. I approach challenges by listening, being honest, and staying focused on what will genuinely improve learner outcomes.

Q7: And what do you enjoy most about your job role?

T: Seeing learners and staff grow in confidence and capability. I'm especially proud of supporting people who may not initially see their own potential — and helping them get there.

Q8: It sounds very rewarding, Tara. We're almost at the end and I have a fun question for you: If you could learn a new skill or subject tomorrow, what would it be and why?

T: I'd love to return to silversmithing — which I studied during my A Levels — and learn pottery again. Working with my hands and creating something from scratch feels like the ultimate switch-off and creative reset. For work, I'd love to deepen my learning in digital innovation and AI in education — to ensure technology genuinely



improves access, inclusion, and learner outcomes.

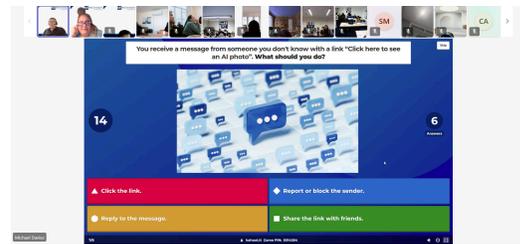
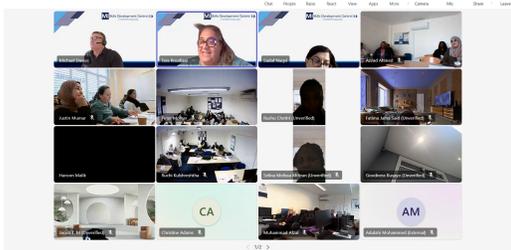
Q9: Fantastic! Tara, for our final question, please let us know a fun fact about you that learners and staff may not know.

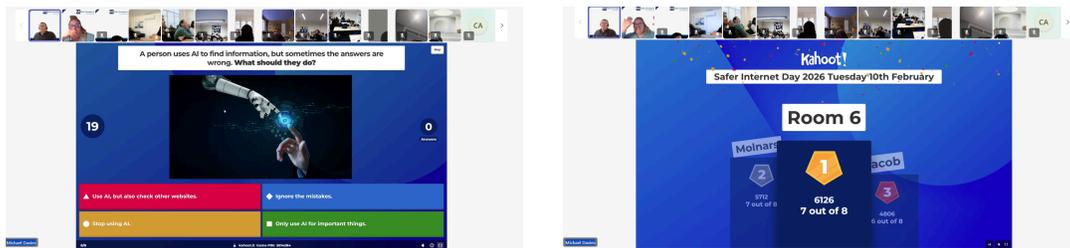
T: I once spent part of my job making sure a guide dog got proper walks and comfort breaks — leadership comes in many forms!

Thank you so much, Tara, for this time together. Your strength, devotion and charisma are truly empowering.

Also, wishing you (and all our readers that celebrate it) a happy Nowruz this March.

Safer Internet Day





On the 10th of February, to celebrate Safer Internet Day, MI held an online session for our learners, tutors and staff on MS Teams. The theme of Safer Internet Day 2026 was “Smart tech, safe choices – Exploring the safe and responsible use of AI”

The session began with an engaging presentation by our Deputy CEO, Tara Roudiani. The presentation was very well laid out, with various examples, videos and photos, which covered a variety of talking points about AI and its use, with topics such as: “What is AI?”, “How to create and learn with AI”, “Deepfakes”, “How to structure a prompt” and “Using AI responsibly”. During the presentation, learners were able to learn how to protect their personal data and how to always check if the information provided by AI isn’t incorrect or biased.

Throughout the presentation, Tara ensured everyone understood that AI is not a person and should only be used as a tool. She also referred to the importance of creating our own work and not relying on AI to do it for us. Instead, she demonstrated how we all could use AI to help with our work, such as helping us plan or draft.

In addition to learning how to create prompts, learners were also able to learn how to use AI to prepare for a job interview, which many found interesting.

After the presentation, our Quality Improvement Officer, Michael Davies, hosted a quiz on the Kahoot platform. Eight teams, comprised of different course classes, participated: tutor Justin Mumar’s ESOL Writing E1 class; Ruchi Kulshreshtha’s Maths L1; Haroon Malik’s ICDL ICT L2; Muhammad Afzal’s Maths E3; Peter Molnar’s EDSQ E3; Azzad Ahmed’s FS English L2; Sadaf Naqvi’s Working in Health Care Skills Bootcamp and, finally, Sonya Khan’s ESOL Writing E3.

The Safer Internet Day 2026 quiz, created by Michael and based on Tara’s presentation, tested learners in various topics surrounding AI. The quiz was extremely fun, with learners being quite competitive while answering the eight multiple-choice questions, such as: “You see

an AI video online which looks like someone taking off their clothes. It is not real. What should you do?", "You need to write a report and want to use AI. What is the best way?", "You want to make music using AI. What is OK? and "What sentence is true about AI fake news?".

In the end, the first place went to the ICDL ICT L2 class led by tutor Haroon Malik, who answered 7 out of the 8 questions correctly.

We're very proud of all our learners for participating, being so committed and bringing their competitive spirit to the session.

DOs and DON'Ts of using AI

AI: DOs & DON'Ts



DON'T...

Assume AI is always right

Treat AI as if it were a person

Enter personal or sensitive data

Use AI to do your work

Believe every image or video you see, as it may be a deepfake

Rely on AI to think for you

Use AI to copy other people's work, art or writing

Use AI that spreads false info, hate speech, or that asks for payments or private data



DO...

Check other sources for validation

Use AI for what it is: a tool

Enter information that is safe to share

Use AI to help you draft and plan

Be careful, check if it's real and report if not

Use it to learn and progress

Check and reference your sources properly

Stick to reputable tools.

Upcoming Courses

Transform your life in 2026!

Check the list of our upcoming courses and register below:

Upcoming Courses

BRIXTON

09
MARCH FUNCTIONAL SKILLS
ENGLISH E2 & E3

01
APRIL FUNCTIONAL SKILLS
ENGLISH E2 & E3

11
MARCH INTRO TO CARE

07
APRIL CERTIFICATE IN IACT
SYSTEMS & PRINCIPLES

16
MARCH BUSINESS IT FOR OFFICE L1

13
APRIL ESOL READING E2/E3

19
MARCH ENGLISH WITH CONFIDENCE

20
APRIL INTRO TO TA

24
MARCH FINANCIAL LITERACY

27
APRIL ESOL WRITING E3/L1

25
MARCH PREPARE TO WORK IN
ADULT SOCIAL CARE L2

11
MAY AWARD IN SWSC L2

Upcoming Courses

BRIXTON cont.

21
MAY INTRO TO NUMBERS

01
JUNE BUSINESS IT FOR OFFICE L2

03
JUNE GREEN SKILLS FOR ESOL

15
JUNE ESSENTIAL DIGITAL SKILLS E3

DEPTFORD

26
MARCH BUSINESS IT FOR OFFICE L2

14
APRIL FUNCTIONAL SKILLS
ENGLISH L1 & L2

20
APRIL FUNCTIONAL SKILLS ENGLISH L2

[Enrol Now!](#)

Refer a Friend

And get a £30 bonus



If you have a friend that would benefit from doing a course with us, you can easily refer them using the form below.

As a reward, you will get a £30 voucher when they successfully complete a course with us.

March Diversity & Inclusion Calendar

Diversity & Inclusion Calendar

March 2026

MI Skills Development Centre:  ...Transforming Lives

	Zero Discrimination Day - 1st March <p>On Zero Discrimination Day, 1 March, we celebrate the right of everyone to live a full and productive life with dignity. This year, UNAIDS shines a light on the persistent discrimination faced by people living with and at risk of HIV, discrimination that undermines access to health services, violates rights, and holds back progress toward ending AIDS by 2030.</p> <p>https://www.unaids.org/en/2026-zero-discrimination-day</p>	
	World Book Day - 5th March <p>World Book Day 2026 will take place on Thursday 5th March 2026. This annual celebration of authors, illustrators, books and the joy of reading is one of the highlights of the year at the National Literacy Trust!</p> <p>World Book Day provides a fantastic opportunity to focus on reading for pleasure, supporting children's autonomy in book choice, and embedding a habit of reading that brings a wide range of benefits.</p> <p>https://www.worldbookday.com/</p>	
	International Women's Day and Women's History Month <p>March is Women's History Month, which overlaps with International Women's Day (IWD). The theme for IWD 2026 is "Give to Gain", encouraging individuals, organisations, and communities to give generously to support women's advancement, emphasising that when people give their time, resources, knowledge, and support, opportunities for women increase and we all benefit.</p> <p>https://www.thewi.org.uk/</p>	
	International Women's Day – 8th March <p>International Women's Day is a chance to celebrate the social, economic, cultural, and political achievements of women, whilst raising awareness about discrimination and gender inequality.</p> <p>https://www.internationalwomensday.com/</p>	
	International Day of Happiness - 20th March <p>The International Day of Happiness is celebrated worldwide on March 20 each year. This year's theme explores the relationship between social media and happiness, highlighting the potential challenges for our wellbeing as well as ways we can all use tech for good.</p> <p>https://www.dayofhappiness.net/</p>	

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