

Course Information Sheet



Course Code and Name: GL0058083 Let's Get Digital - GL11

Venue: GL11 Community Project
Fairmead Estate
Cam
Dursley
Gloucestershire
GL11 5JS

Start Date: 11 April 2024
End Date: 23 May 2024
Day: Thursday
Time: 13:00 to 15:00
Weeks: 6

Tutor: Timothy Kendall

Course Provider: Adult Education in Gloucestershire

Course Summary

This course is aimed at adults who need to increase their digital literacy. For those that would like to improve their digital skills to help them find work. We will cover logging on, using the keyboard & mouse, online safety, getting online & email basics, online searching, email, MS Word in more depth as well as MS Excel and file management.

Eligibility

Learners must be over the age of 19 and a UK resident in the last 3 years. Learner must be one of the following: Unemployed/earning below £20,319/retired; Learning disability; Mental health difficulty; qualified below a level 2 (less than 5 GCSEs). There may be a cost for people in work.

How will the course be taught?

"Learning will take place in small friendly classes using, individual and group work, demonstration, discussion and using a variety of practical activities
"

How will I know how well I am doing?

You will follow your own individual learning plan with progress recorded by tutors and yourself.

Do I need any prior knowledge or qualifications?

No prior knowledge required.

What do I need to bring?

No materials needed

How do I join the course, or find out more?

Closed course for RESTART standguide learners only

Cost

Free to eligible learners.

What course can I do next?

Digital skills 2

Information and Advice for Progression

Advice will be given on an individual basis throughout the course. Please contact your tutor for information about suitable progression routes

Health and safety

All of our venues undergo a health and safety audit on a regular basis. The tutor will advise on health and safety guidelines at the beginning of the course, these guidelines will be followed throughout the course.

Further information

No information provided