



#### FOR RESIDENTS IN CAMBRIDGESHIRE, PETERBOROUGH & FENLAND

# SKILLS YOU NEED FOR LIFE AND WORK

WEEK

COURSE

LEARN AT YOUR OWN PACE

## ESSENTIAL DIGITAL SKILLS ENTRY 3 & LEVEL 1

Essential Digital Skills are more important than ever. Since 2020, face-to-face communication has become more difficult, so understanding digital technology and communication is vital to stay connected in work and life.

HOW WOULD YOU LIKE TO STUDY? WE CAN OFFER THE FOLLOWING: TUTOR LED IN OUR TRAINING CENTRE, RAUNDS TUTOR LED VIA MICROSOFT TEAMS IN A GROUP TUTOR LED 1:1 REMOTELY VIA MICROSOFT TEAMS

## **THINGS YOU WILL LEARN:**

 $\checkmark$ 

BEING SAFE AND RESPONSIBLE ONLINE AND ON DIGITAL DEVICES

USING DIGITAL DEVICES AND HANDLING INFORMATION

**CREATING AND EDITING** 

**DIGITAL COMMUNICATION** 

TRANSACTING DIGITALLY

# SIGN UP TODAY!

SIGN-UP @ WWW.EVOLVEYOURFUTURE.CO.UK



### GET IN TOUCH 01933 358250

#### enquiries@evolveyourfuture.co.uk www.evolveyourfuture.co.uk/Courses.asp









FREE\* TRAINING IS FOR RESIDENTS (3 YEARS+) LIVING IN CAMBRIDGESHIRE, PETERBOROUGH AND THE FENLANDS