

# Digital Skills Introduction

## Course overview

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Digital Skills is a driving force in our lives today from surfing the internet, working in an office or Skyping your friends and colleagues.. Having computer skills can open up a variety of careers and is rapidly becoming a crucial skill for everyone.

This course is designed to give you an idea of where to begin and start you on the journey into learning about Digital Skills.

## What will I study?

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You will identify what you already know and explore what you need to learn - giving you the right level of study to continue with and identifying the best course for you.

## Assessment method

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Throughout the course, you will receive feedback from your tutor. You will be assessed using various assessment methods, including individual digital assessment of your skills.

## Entry requirements

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There are no formal entry requirements. You should be able to follow both written and verbal instruction.

## What should I bring with me?

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You will need to take notes so bring along your preferred tools such as pen/paper or electronic device.

We have computers for you to use in classrooms and in our Student Services Lounge. There are currently no printing facilities at the college.

## Key information

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Where possible this course will take place on site with social distancing measures in place. In the event of a lockdown, the course will take place online via MS Teams and telephone support.

### **Possible next steps**

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Following the successful completion of this course, you will be supported to enrol on to the most suitable level course for you.

### **Contact us**

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Our friendly staff can give you further advice and support.



email: [adultcollegeenquiries@lbbd.gov.uk](mailto:adultcollegeenquiries@lbbd.gov.uk)

call: 020 8270 4722

