

Course details

Course title

Pre-Entry Essential Digital Skills: Digital Skills for LDD students only

Course code

Q00014087

Course date

Start: 17/06/24

End: 22/07/24

Number of classes

6 sessions

Timetable

Mon 17th Jun, 10:00 to 12:00

Mon 24th Jun, 10:00 to 12:00

Mon 1st Jul, 10:00 to 12:00

Mon 8th Jul, 10:00 to 12:00

Mon 15th Jul, 10:00 to 12:00

Mon 22nd Jul, 10:00 to 12:00

Tutor

Gillian Fletcher

Fee range

Free to £50.40

How you'll learn

You'll join a small group of fellow learners for classes at the venue indicated. Some materials may be provided in our virtual learning environment.

Got it!

In venue

Venue

Somerstown Central Community Hub (Souths
Rivers Street
Somerstown
Southsea
PO5 4EY

Level of study

E

Course overview

This course has been developed to inspire and develop confidence in learners with LDD before moving on to other courses. All classes are supported by a qualified tutor to ensure teaching is student centred, tailored to meet your specific needs. Resources used in lessons are available via our online learning platform and you will be supported to use this both in and outside of classes. This course is aimed at students with little or no experience of using computers. On this course you will learn to use computers to write letters, create flyers, posters or other word-processed documents and send and read emails. Developed for students with mild to moderate learning difficulties and/or disabilities, you will learn at a pace that suits your needs and develop your confidence, in well supported small-group sessions.

Course description

Are you new to computers and the Internet? Do you need to increase your confidence with digital skills? This course will ensure you have a solid foundation in using computers and being online. You will learn the essential features of creating, saving, storing different types of files and documents, including photos and letters in Word. Based over 8 weeks this friendly course will give students the opportunity to access the Internet and use 'Learn My Way' which is a user-friendly platform to sign-up for email, Internet Safety and many more topics. Students will then use Word, Publisher and PowerPoint to create presentations, cards, posters and collages of work that reflect their own personal interests.

The tutor will support you in the following:-

- using a mouse and getting started on a computer
- exploring the internet
- sending and replying to emails

- typing simple documents and word processing
- adding pictures and clip art to documents

Assessment takes place in many ways using a variety of methods including, presenting the skills you develop in small groups and sharing your own views about your skills and knowledge one to one with your teacher. There are no exam-based assessments of learning, but you will have to complete set tasks to show that you are acquiring the skills we would want you to.

What financial support is available?

We don't want anything to stand in your way when it comes to bringing Adult learning within reach so if you need anything to support you to achieve your goals then speak to one of our education experts during your enrolment journey. Most of our courses are government funded but if you don't qualify or need.

What other support is available?

All of our digital content, teaching and learning activities and assessments are designed to be accessible so if you need any additional support you can discuss this with the education experts during your enrolment journey and we will do all we can to make sure you have optimal access.

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