

## Course details

### Course title

Essential Digital Skills (Entry 3)

### Course code

Q00018208

### Course date

Start: 17/09/24

End: 13/11/24

### Number of classes

16 sessions

### Timetable

Tue 17th Sep, 9:30 to 12:30  
Wed 18th Sep, 9:30 to 12:30  
Tue 24th Sep, 9:30 to 12:30  
Wed 25th Sep, 9:30 to 12:30  
Tue 1st Oct, 9:30 to 12:30  
Wed 2nd Oct, 9:30 to 12:30  
Tue 8th Oct, 9:30 to 12:30  
Wed 9th Oct, 9:30 to 12:30  
Tue 15th Oct, 9:30 to 12:30  
Wed 16th Oct, 9:30 to 12:30  
Tue 22nd Oct, 9:30 to 12:30  
Wed 23rd Oct, 9:30 to 12:30  
Tue 5th Nov, 9:30 to 12:30  
Wed 6th Nov, 9:30 to 12:30  
Tue 12th Nov, 9:30 to 12:30  
Wed 13th Nov, 9:30 to 12:30

### Tutor

Ekta Vishrolia

## Fee range

Free to £150.00

## 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

Dolphin Women's Centre (Birmingham)  
Ward End Park  
Washwood Heath Road  
Birmingham  
B8 2HB

## Level of study

E

## Course overview

Digital skills are increasingly in demand in modern society. Picking up essential digital skills can help you go about your everyday life, as well as open doors to employment opportunities. This course starts at the beginning and covers everything from using a digital device to getting started on social media and making videos. This Entry-level 3 digital skills course is aimed at complete beginners- so don't worry if this is new to you. If you want to learn digital skills for everyday life or improve your job prospects, this course is ideal for you. It's also suitable for people reentering the workforce after a long break.

## Course description

Basic IT courses for beginners help build your confidence using technology. This can enable you to learn digital skills to work independently in a variety of roles. It can also help you with learning and personal development.

- Learn the basic skills needed to use a laptop or tablet

- Understand how to find information on the internet, fill in forms, and send emails
- Explore safe online shopping practices
- Understand how to keep your personal information safe online
- Learn to create short videos and take photos
- Gain skills to solve some common computer problems.

You will do an assessment at the end of the course. This will be done online. Your tutor will guide and prepare you for this.

This course will give you the skills and confidence to progress to a Level 1 Essential Digital Skills course if you want.

The WEA is committed to accessible adult education for all. If you have any accessibility requirements, please let us know and we will do our best to accommodate your needs.

To study this Digital Skills course you'll need a digital device and an internet connection. This is so you can access our digital learning platform, Canvas.

Most of our courses are free for most of our learners. Please note that you need to get to the end of the enrolment process to see the discounts.

## **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 alternative financial help to access them then let us

know.

## **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.

**Source URL:** <https://www.wea.org.uk/courses/skills-work/digital/17-september-essential-digital-skills-entry-3>