



Embracing **D**ifference, **A**chieving **E**xcellence

# BCS Digital Skills - Certificate

British Computer Society Digital Skills is an accessible computer & internet qualification for absolute beginners.

This course allows the learner to demonstrate basic knowledge of using a computer, the internet, digital media devices and social networking. The course will give you the skills needed to complete simple or everyday tasks with a computer or digital media, with Confidence and increasing employability.

## What does this course cover?

The Digital Skills certificate comprising of 7 modules:

### Computer Basics

Understanding the desktop and how to create and print documents

### Online Basic

Getting online searching online, sending and receiving emails, and understanding security risks

### Social Networking

Managing personal profiles and groups, posting messages and uploading photos.

### Digital Media

Understanding file types and sizes, storing files, backing up and sharing data and connecting devices using wireless technology.

### How will I be taught?

Your learning will be both interactive e-learning, with the support of an experienced tutor. The course allows you to learn at a comfortable pace that suits your needs & time!

### Will I get a qualification?

You will achieve a British Computer Society Entry Level 3 Digital Skills Certificate qualification .

### What can I go onto after this course / qualification?

A Level 1 computer course such as ECDL Flexible\Essentials or other ITQ qualifications.



**Course Cost: £175.00**

Course costs include tutor support, materials and awarding body registration. Courses fees are non-refundable

Our courses are supported by our friendly staff & are designed to improve your skills & prepare you for education or employment.



CONTACT US AND ENROL TODAY!

