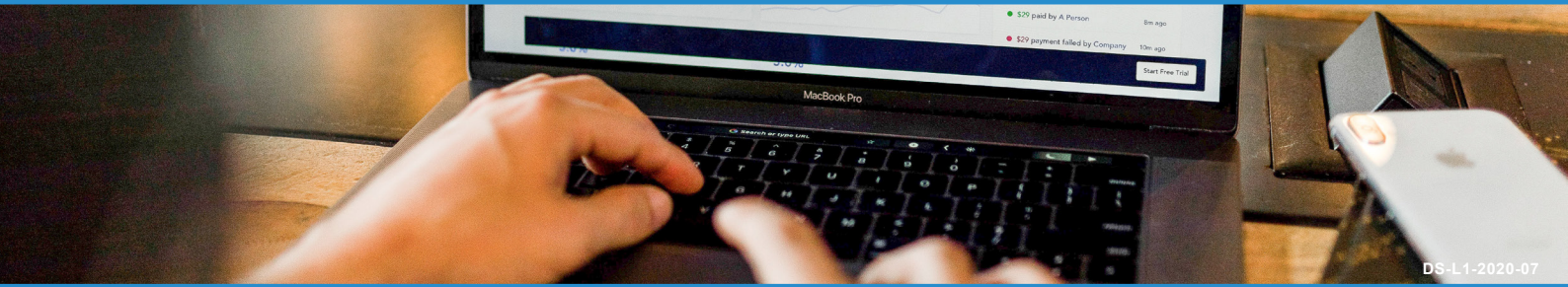


DIGITAL SKILLS LEVEL 1 CERTIFICATE



Transforming lives by
improving skills, preparing for
jobs and building careers



DS-L1-2020-07



Course Delivery: Online



Guided Learning Hours: 150 hours



Typical Course Completion Time:
6 weeks (5h per day) or 30 weeks (5h per week)



Awarding Body: NCFE (603/3129/X) **ncfe.**



Course Fees: Fully funded for eligible learners*



Assessments: Internally assessed and externally quality assured portfolio of evidence

COURSE OVERVIEW

The purpose of this qualification is to allow learners to demonstrate understanding of, and competency in, digital literacy skills. It will help learners progress to a work role where digital literacy skills are required.

BENEFITS

- Gain a fully funded, nationally recognised qualification.
- Boost your confidence and career prospects.
- Distance learning allows you to choose when and where you study.
- Personal Tutors are assigned to you to ensure you have the support needed to succeed.
- Improve your online digital and IT skills, quickly and easily.

EMBEDDED SKILLS

- Complex problem solving.
- Critical thinking.
- Cognitive flexibility.
- People management.
- Coordinating with others.
- Emotional intelligence.
- Judgment and decision making.
- Service orientation.
- Negotiation.

COURSE AIMS

- Apply digital skills in personal and business situations.
- Understand how to maintain safety and security when using data and devices.
- Find and use information.
- Use digital resources to facilitate own learning and career progression.
- Communicate socially and professionally using technology.
- Use word processing software to create straightforward text and documents.



- Go Train has 20 permanent centres and over 200 staff.
- High quality online and offline training and development programmes.
- Supporting tens of thousands to enter and sustain employment since 2002.

*A UK resident or can provide Right to Work documents AND you are either unemployed, on benefits, low-waged or registered self-employed.



Education & Skills
Funding Agency



West Midlands
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