

General Enquiries

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IT Beginners Course

Location	St Johns
Duration	5 weeks
Full/Part time	Part-time
Department	Adult Courses



Course Overview

This course is designed for absolute beginners in basic computing.

If you do not regularly use a computer or it has been some time since you have, this course will also be suitable for you.

The short course looks at the various elements of the computer including keyboard, mouse, screen and starting up/shutting down the computer.

You will learn how to start and close programs correctly and use the internet and email safely and securely.

This taught course is relaxed and contains lots of opportunities for discussion and practice.

Once a week for 5 weeks, 10am - 12pm. £70.

Course Requirements

No formal entry requirements as this course assumes learners are absolute beginners.

Course Progression

Upon completion of this course, you can progress onto our Improvers IT programme which is a 10 session course designed to introduce to Word Processing and Spreadsheet programs. If you wish to formalise your learning and you have reached the required standard, you can take the E3 level Functional Skills exam.

Course Assessment

No formal assessment

Course Finance

£70.

Course Additional Information

Part-time

Why choose this course?

These days, almost everything is done online. In order to fully participate and access many important services, utilities as well as socialising, you will need to gain some new skills.

Our learners tell us that while on the course, their confidence greatly increases and actually, learning about the internet and email wasn't as hard as they had thought and they wish they had started sooner.

If you are not sure which course is for you, give us a call on 0161 886 7443 and we will be happy to help you onto the right course.

Who is the course for?

Beginners to computing