Computing and Digital

Introduction to Digital and IT Skills

Campus: North Notts College - Worksop Campus
Code: W04AC07
Level: 1

About This Course

This six week full time course is designed for adults who want to take their first steps into IT.

You will build confidence with core digital skills used in education, work, and daily life.

This course gives you a practical introduction to digital tools, online working, and basic IT knolwedge.

It is ideal for adults looking to move into IT study, improve their employability, or prepare for further training.

What Will I Study?

You will study the foundations of digital and IT skills in a supportive adult learning envrionment.

Topics include:

Using compters and devices
Managing files
Using email
Online
safety
Internet research
Word
processing

Presentations
Speadsheets
Basic digital problem solving

You will also begin to understand key IT terms, digital communication, and how technology is used in the workplace and wider society.

Why Study Here?

Delivered in a supportive envrionment for adult learners.
Focus on
practical digital skills you can use straight away.
Build confidence before
moving into higher level IT study.
Learner with staff who understand adult
education and progression.
Clear next steps into further digital and IT
qualifications.

Entry Requirements

This course has low entry requiremnts and is suitable for adults starting their journey in digital and IT.

You should have an interest in technology and be willing to learn.

No formal IT qualification is required.

Basic English and maths skills are recommended.

How To Apply

You can apply using our online application form and clicking the Apply button at the top of this page.

For more information support with your enquiry or application please contact Student Services by emailing contact@nnc.ac.uk or by calling 01909 504500.

What Courses Can I Progress Onto?

After completing this course, you can progress into Level 2 Award in Digital and IT Skills for Adults.

You may also progress onto Level 1 Award in Introduction to Programming depending on your interests and next steps.

Career Opportunities

Career pathways after further study may include:

Digital Support
IT Administration
Data Entry
Customer Service using digital systems
Junior roles within IT and business support

Tuition Fees

Fees depend on your individual circumstances. Financial support may be available.

For more information, contact 01909 504504.

Additional Information

This course is suited to adult learners who want to build confidence in digital skills, prepare for further IT study, or imporve their career prospects.

This course is a strong starting point for adults with little or no previous experince in IT. IT supports progression into further digital, IT and programming qualifications.

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