the **skills** network

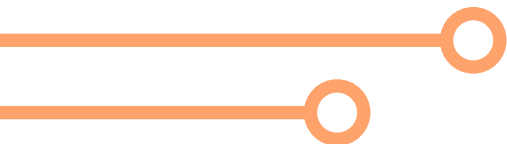# Essential Digital Skills

Course overview

The number of adults who have either never used the internet or have not used it in the last three months has been declining over recent years. In 2018 there were still 5.3 million adults in the UK, or 10.0% of the adult UK population, who were classed as 'internet non-users', and although this figure has almost halved since 2011, there is still a vast digital skills gap in society.
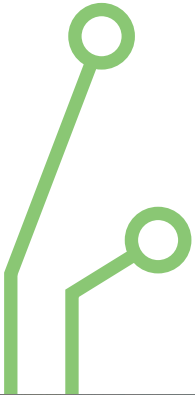
This course will equip learners with an understanding and knowledge of the digital skills needed for life, work or further study in accordance with national standards. At Level 1, the focus is primarily on digital skills for work with a secondary focus on digital skills for life, but these are applicable across both life and work settings.

This course is available at level 1 or at entry level 3 – you can choose which level will best suit you and your learners.

Who is suitable?

This qualification is aimed at anyone who wishes to develop their digital skills in relation to life, work or further study. Anyone with a basic understanding of IT and digital skills wishing to improve their digital skills for their own personal use or for work purposes would benefit from the course. This qualification is suitable for learners aged 16 and above.

Learning method

Studying via distance learning means you can choose when and where you study. We ensure you get all the support you need throughout your course in the form of a personal Tutor and a Learner Support Advisor.

This course is available:

💻 **Online**

All of our award-winning learning resources are of the highest quality and are designed to be engaging and interactive to keep you focused on your learning at all times.

Essential Digital Skills

What you will learn

This course is split into five manageable units:

Unit 1:
Using devices and handling information

Unit 2:
Creating and editing

Unit 3:
Communicating

Unit 4:
Transacting

Unit 5:
Being safe and responsible online.

Benefits

- Fully prepares learners for the Essential Digital Skills examinations

- Courses are delivered via distance learning, allowing learners to choose when and where to study

- Receive an individualised curriculum plan, created by our online Diagnostic and Curriculum Planning Tool, to maximise learners' development

- Engaging and interactive activities that stretch learners' thinking and help put their new, extended knowledge into practice

- Expert curriculum tutors are assigned to provide the support learners need to succeed

- Study will develop learners' knowledge, skills and confidence around crucial essential digital skills topics, to enhance their future work, everyday life and employability

- Personalised learning support from our excellent team of Learner Support Advisors

- Support with your future progression through our Careers and Progression Coordinators.