



Get to Know Your Computer



Description

Technology can enhance the health and quality of life. Our training provides delegates with basic digital skills so they will be able to switch their computer on and access relevant information. This will give them the confidence they need to live an included and independent life and give them access to health information online, keep in contact with loved ones, make savings by shopping online and pursue hobbies.

Date: Flexible

Tuition Time: 2 hour

Full Course Fee £29.99

Location: Riverside Innovation Centre, 1 Castle Drive, Chester CH1 1SL

Pre-Requisites

This short course is designed for people who are new to computers and would like to develop their digital skills.

Course Objectives

By the end of Get to Know Your Computer you will be able to:

- Switch your computer on
- Retrieve relevant information using a browser and search engine
- Access your files

Training

- ◇ Up Skilling 'non-qualification' training
- ◇ Flexible Delivery
- ◇ Cost and time effective
- ◇ Delivered by 'Outstanding Teachers' as recently identified by Ofsted
- ◇ Consultation to identify your specific training needs

About the Provider

We are two highly qualified teachers with extensive experience of working in further education and can provide a range of digital training opportunities. We offer a high quality customised service that recognises each organisation's challenges. We will also provide digital skills training for individuals so they can reap the benefits of long-term success.

Want to know more?

To find out more about our tailored Digital Skills Training for Businesses, Groups and Individuals, please email: info@cdsacademy.co.uk or telephone us for an initial informal chat on **01244 515525** to discuss your requirements.

**Riverside Innovation Centre,
1 Castle Drive,
Chester CH1 1SL**

www.cdsacademy.co.uk



Get to Know Your Computer Course Content

Switch a computer on and off

Using a Keyboard

Using a mouse

Understanding the Operating System

Using a browser

Using a search engine

Get to know the graphical user interface
(GUI)

Get to know your computer filing system

Basic navigation



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