

# Digital and IT

## Getting Confident with Computers

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Building on your basic digital skills, on this course you will learn how to use the basics of several apps (word processors, spreadsheets, presentation software, email, and web browser) for a certain purpose, such as using a word processor to create a document. As you learn each piece of software, you will also practice your basic skills and build your confidence in using computers in general.

### When does this start and end?

We have 3 different start dates for this course:

- 12 September 2024 - 20 September 2024
- 27 January 2025
- 8 May 2025 - 16 May 2025

### What are the entry requirements?

No formal requirements; students will need the basic digital skills listed in the First Steps with Computers course.

### Need more information?

You can find out more about Northern College and the courses on offer by calling us on 01226 776000 or emailing us [courses@northern.ac.uk](mailto:courses@northern.ac.uk)

## What can this course lead to?

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This course could lead onto the college's Next Steps with Computers course, which in turn leads to a variety of exciting digital skills courses.

## Want to learn more?

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You can find out more about Northern College and the courses on offer at one of our Open

Events [<https://www.northern.ac.uk/open-events/>]

## Location

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On-site

## Course session dates

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Session dates for 12 September 2024 - 20 September 2024

- Thursday 12 Sep 2024 to Friday 13 Sep 2024
- Thursday 19 Sep 2024 to Friday 20 Sep 2024

27 January 2025

Session dates for 8 May 2025 - 16 May 2025

- Thursday 08 May 2025 to Tuesday 09 May 2028
- Thursday 15 May 2025 to Friday 16 May 2025

Last updated: 27th July 2024