

FREE Digital Skills Courses with Camden Adult Community Learning

Courses Start 18th January



**Thursdays 10 am to 12pm
Digital Basics Stage 1: Using Devices &
Communicating Online**

**Thursdays 1 pm – 3 pm
Digital Basics Stage 2: Creating and Editing**

**Computing: Your Choice
Digital Skills Workshops
Fridays: 10 am - 12 pm**

For further details to book a place/inquire about a workshop or enrol on a short course, please contact the Main Office on 020 7625 6260 or 07483 378339 or email office@sidings.org.uk

Or enrol online here:

<https://www.webenrol.com/camden/?page=courses&catID=3>



**Sidings
Community
Centre**

Digital Basics Stage 1: Using Devices & Communicating Online

During the course you will:

- **Get to know your device and its settings**
- **Send and receive emails and make video calls**
- **Search for information online**
- **Discover useful apps and websites**
- **Start using social media safely and confidently**

If you are just starting out using laptops or smartphones, this course will help you become a confident user. Courses may fill up quickly, so enrol online if you can, or come to the first session to enrol and guarantee your place.

Digital Basics Stage 2: Creating and Editing

This course builds on Digital Basics Stage 1 and will get you creating, editing and organising your documents. Courses may fill up quickly, so enrol online if you can, or come to the first session to enrol and guarantee your place.

During the course you will:

- **Create original documents in MS Word, such as letters, reports, posters, invitations, and more!**
- **Organise your files and folders**
- **Edit text, layout, font and images**
- **Take and edit photos using your smartphone**

Digital Skills Workshops

Digital Skills Workshops are a more flexible way to learn whatever you want with people there to help and guide you to achieve your goals.

You may not be able to commit to a structured course, but you can come to support sessions whenever you are able and work on the same program at your speed. Whether you are an absolute beginner, improving or refreshing skills we can help you get there!