

ESOL - EVERYDAY ICT FOR ESOL

Subject Area

ESOL

Course Summary

If English is not your first language and if you have little or no experience of using computers, this course will help you to become better at using IT and help you to learn the English words you will need when using IT. We will find out what you already know and what you need to learn and devise a personalised learning programme to meet your needs. You will have the opportunity to use a variety of packages e.g. Word, Excel, Powerpoint as well as email and internet.

Experience/Skills Required To Join This Course

Some ability to speak, understand, read and write English (around Entry 1)

What Is The Course About?

Improving your English and IT skills.

For The Session/s You Will Need:

Folder, paper, pen

Additional Costs And/Or Resources:

None

How Will I Know How I Am Getting On?

You will have targets on a learning plan. Your tutor will review the targets with you and different times during the course so that you will be able to see what you have achieved.

Accreditation:

none

Support For Your Learning

Once you start, if you have further queries and/or support needs, please talk to the tutor. We also offer support to help people with learning difficulties and/or disabilities. If you have a disability, learning difficulty, health problem or mental health difficulty that may affect your learning or participation, please contact us for further advice.

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For More Information And How To Enrol

If you need more information, want to discuss levels and course content, or wish to enrol, you can call into our local centres, call our Enrolment Team, or for some courses, you can enrol online. If you need help with your choice of learning, training, career, work and life goals, please book an appointment with one of our Learning and Work Advisors who can provide free, 1:1, impartial advice. Call our FREEphone 0800 988 0308.

The Adult Learning Service Also Offers Courses In

- Computing and ICT
- Personal Development, including Arts and Leisure
- Languages, British Sign Language, and ESOL
- Maths and English
- Skills for Jobs
- Apprenticeships and Traineeships
- Family Learning
- Programmes for Adults with Learning Difficulties and/or Disabilities

Minimum Numbers

If the required minimum number of learners is not reached we cannot guarantee that the course will run. We will try to advise you 5 working days before the course start date if this is the case.

Online Learning

If you are enrolling for an online/blended learning course: It is important to check the detailed course information prior to enrolment to ensure you have suitable equipment and software. You will also need a reliable internet connection to participate in this course. If you are not sure about the requirements or have any queries or questions please get in touch with our enrolment staff using the contact details provided. Please note that online courses may be recorded and shared with adult learning staff for quality assurance purposes.