

NCFE Level 1 Certificate in Digital Skills

Accreditation	NCFE
Certificate valid for	Never expires

Who should attend

The NCFE Level 1 Certificate in Digital Skills is eligible for Adult Education Funding. The purpose of this qualification is to allow learners to demonstrate understanding of and competency in digital literacy skills. It will help learners progress to a work role where digital literacy skills are required.

It is expected that within twenty years, 90% of all jobs will require some element of digital skills!

Essential Site Skills will provide each learner with a laptop for the duration of the course. Plus all those that successfully complete the course will be able to keep their own laptop!

Course information

Overview

Digital Skills, once a niche skillset, are now a workplace essential. This NCFE Level 1 qualification will allow learners to demonstrate their understanding and competency in digital literacy skills. It will help learners to progress to a work role where digital literacy skills are required. This qualification will provide opportunities to acquire several practical skills with the objective of this qualification are to enable learners to apply digital skills in personal and business situations to understand how to maintain safety and security when using data and devices and to find and use information using digital resources to facilitate own learning and career progression.

Course Objectives

The objectives of this qualification are to enable learners to:

- apply digital skills in personal and business situations
 - understand how to maintain safety and security when using data and devices
 - find and use information
 - use digital resources to facilitate own learning and career progression
 - communicate socially and professionally using technology
 - use word processing software to create straightforward text and documents
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Assessment

Classroom delivery, with achievement of the assessment criteria evidenced through contextualised, vocationally-related and practical experiences, along with completion of portfolio of evidence.

Certification

Delegates will be awarded the NCFE Level 1 Certificate in Digital Skills.

More details

Progression Opportunities

Learners who achieve this qualification could progress to:

- NCFE Level 2 Award/Certificate in Digital Promotion for Business
- NCFE Level 2 Certificate in IT User Skills (ITQ)
- NCFE Level 2 Certificate in Digital Skills for Work

Funding and Support

We are able to offer this course fully funded through The Adult Education Budget (AEB) and European Social Funding (ESF) - subject to eligibility, Please contact us to find out more about eligibility, along with the course dates we have running in various locations around the UK.