



## IT for Work & Life

(part B)

**A four week course to help you put the basics of how to use a computer and the internet into practice!**



Would you like to:

- **Improve your computer skills & job opportunities?**
- **Use email and Google Drive/iCloud?**
- **Use the internet to search for information?**
- **Create a CV / cover letter and apply for jobs?**

This course is **FREE** and funded through Bedford Borough Council, Central Bedfordshire Council, the Skills Funding Agency and the European Social Fund.

# COURSE INFORMATION

Sessions run **13:00-16:00** each Monday and Thursday for **four** weeks. All sessions take place at the [CVS Centre Bedford](#) - 43 Bromham Rd, Bedford MK40 2AA

## Start Dates:

**Monday 1st July 2019**

**Monday 5th August 2019**

**Monday 9th September 2019**

**Monday 7th October 2019**

**Monday 25th November 2019**

## WHO?

Excellent for beginners with basic IT knowledge. This course teaches learners how to put their existing knowledge into real life, practical terms. Ideal for those who have completed our **Introduction to IT for Work and Life** course.

## INTERESTED?

Please contact us you wish to book a place for yourself or a friend.

[academy@noahenterprise.org](mailto:academy@noahenterprise.org)

**01234 581108**



Central Bedfordshire Council  
and Bedford Borough Council  
working together



**Apprenticeship**



Education & Skills  
Funding Agency



European Union  
European  
Social Fund

NOAH Academy, 20-22 High Town Road, Luton LU2 0DD.

Charity Registration Number 1059672

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