



## Introduction to IT for Work & Life

(part A)

A four week course to help you learn the basics of how to use a computer and the internet.



Would you like to:

- **Learn the basics and improve your computer skills?**
- **Set up an email account and learn about online storage (iCloud/Google Drive)**
- **Use the internet to search for information?**
- **Use Word to create documents?**

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 **09:30-12:30** 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 5th August 2019**

**Monday 9th September 2019**

**Monday 7th October 2019**

**Monday 25th November 2019**

## WHO?

This beginners course starts completely from scratch and teaches learners the very basics of IT, including use of the internet, email and how to create a document.

## 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



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Charity Registration Number 1059672

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