

Start Date

12/01/2027

Course Code

BBM0000068

Duration

8 weeks

Study Mode

Part Time

Course Fee

TBC

Essential Digital Skills Level 1

The skills that you will develop on this course will help you discover the practices involved in digital skills and how to apply this knowledge and these skills in common situations. It will enable you to develop digital communication skills and enable adults to develop their knowledge and skills to use in their personal lives, or to support them in their careers.

COURSE DESCRIPTION

UNITS/TOPICS COVERED:

- Using devices and handling information
- Creating and editing
- Communicating
- Transacting
- Being safe and responsible online

EQUIPMENT NEEDED:

- Pens/pencils
- Notepad

ENTRY REQUIREMENTS

You will be assessed prior to starting to the programme with a pre-requisite checklist to determine the competency level and the programme you will complete.

ENTRY REQUIREMENTS:

There are no specific entry requirements for this qualification.

WHERE CAN THIS TAKE ME?

The qualification is graded to a Pass. All mandatory units must be passed. This qualification will lead to enhanced knowledge of essential digital skills within the workplace.

HOW WILL I BE ASSESSED?

Level 1 will consist of two externally set and internally marked assessments. This will consist of one task-based assessment (1 hr 45 mins) and one question paper (25 mins).

FEES

The fees displayed are the MAXIMUM payable by adults aged 19+ unless you qualify for a concessionary fee. Please be aware that there may be additional costs for materials.

Concessions

Tuition fees may be waived or reduced if you are on a low income or receive certain benefits.

If you don't qualify for a concession, you will need to pay for your course in full or apply for an Advanced Learner Loan to cover the cost (Level 3-6 courses only).

Please see our Fees, Funding & Bursaries page for further information.

HOW TO APPLY

To apply online for this course please visit www.esc.ac.uk.

If you have any outstanding queries please contact our Client Services team on 01737 788444 or at clientservices@esc.ac.uk.

Disclaimer: Every effort has been made to ensure that the details contained in this leaflet are up-to-date and accurate at the time of printing. However, the College reserves the right to alter or cancel courses, their content, entry requirements, fees or other details should circumstances dictate.

Should you require this leaflet in a different format please contact Client Services on 01737 788444.