



IT FOR WORK AND LIFE

Would you like to:

- ◆ Improve IT skills & job opportunities?
- ◆ Set up and use email and the iCloud?
- ◆ Use the internet to search for information?
- ◆ Use basic Word to create letters and a CV?



We can help with **FREE** IT training and support for beginners at: **Bedford CVS, 43 Bromham Road, Bedford, MK40 2AA**

Learn at a comfortable pace in a relaxed and friendly environment with supportive tutors

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



Central Bedfordshire Council
and Bedford Borough Council
working together



COURSE INFORMATION

This four week course runs on Monday and Thursday afternoons for 3 hours a session and teaches learners the basics of IT and helps them to get online

- Creating a document/ CV
- Google Drive/ icloud
- Email
- Universal Job Match
- Internet browsers

Upcoming course start dates are as follows:

Monday 15th January 2018

Monday 19th February 2018

Monday 16th April 2018

Thursday 17th May 2018

Monday 18th June 2018

Interested? Contact us on:

01234 581108

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

Charity Registration Number 1059672

Course information updated 31/07/2017