

## Course Information Sheet 2024/25 Foundation Non-Qualification Course

<b>Course title:</b>	<b>Digital Fun</b>			<b>Code: B500X/Y/Z</b>		
<b>Tutor:</b>	Fiona Dutton					
<b>Day &amp; Time:</b>	Friday 9.45 – 12.00					
<b>Start &amp; End Dates:</b>	Term 1 27/09/24 – 06/12/24	Term 2 10/01/25 – 21/03/25	Term 3 25/04/25 – 04/07/25			
<b>Number of sessions:</b>	10	10	10			
<b>Venue:</b>	Bury Adult Learning Centre				<b>Room No: 20</b>	
<b>Learner numbers:</b>	Minimum			Maximum		
	7			8		
<b>Costs:</b>	Full Fee			Discounted Fee		
	Term 1	Term 2	Term 3	Term 1	Term 2	Term 3
	£72.00	£72.00	£72.00	Free	Free	Free

### What will I learn on this course?

This is a fun 10 weeks' course designed to allow learners to develop their digital skills for everyday life, work and pleasure. We will look at some of the different uses of everyday digital devices and how to use some of the programmes and apps available.

The course will be run throughout the year in 3 blocks of ten weeks. Enrolment is every 10 weeks. Each term we will build on and explore digital skills and apps.

By the end of the year, I will be able to:

- Load and open a programme or app.
- Use devices safely and be aware of the risks associated with online activity.
- Recognise and apply settings on devices.

Use programmes or apps to:

- Go online to communicate, find information, pictures, games and activities, etc.
- Work with text, pictures and shapes.

Over the year there may also be the opportunity to develop other skills such creating posters, cards and flyers and making tables.

What syllabus will I follow?

Your progress will be mapped weekly using an Individual Learning Plan.

### Additional information

This is a course for those learners who have sensory, physical or cognitive impairments, neuro-divergent or with mental health conditions. A pre course interview is required.

Before you enrol on a course, advice and information is available to help you decide on the right course for you. Contact Learner Services on 0161 253 7501 or e-mail at [learner.services@bury.gov.uk](mailto:learner.services@bury.gov.uk).

### **What will be expected of me?**

A commitment to learning and regular punctual attendance.

### **What could I do next?**

The course runs for a whole year – you will enrol for term 2 and term 3. Your tutor will be able to advise on the options available to you in their subject. If you would like to speak to someone about moving on, please ask your tutor to refer you to Learner Services or contact them directly on 0161 253 7501 or email [learner.services@bury.gov.uk](mailto:learner.services@bury.gov.uk) .

### **Can I get extra help?**

Support with English and Maths is available through our Skills for Life section. Please ask for details when you attend your interview with Nikki Naylor.

### **Help with paying for your course.**

You may be entitled to a reduced fee for your course if you claim a benefit. Please see the website, course guide or ask at the centre for more details. You will be asked to produce evidence on enrolment.

### **How to enrol**

Phone: 0161 253 5772

Call into: Bury Adult Learning Centre, 18 Haymarket Street, Bury, BL9 0AQ

**Please keep your copy of this information sheet. It will be useful throughout your course.**