

## Work & Wellbeing Non-accredited Course

<b>Course title:</b>	<b>Digital CyberSecurity LDD</b>		<b>Code: CB427</b>
<b>Tutor:</b>	Fiona Dutton		
<b>Day &amp; Time:</b>	Thursday 1pm to 3:15		
<b>Start &amp; End Dates:</b>	Term Dates: 25/04/2024 02/05/2024 09/05/2024 16/05/2024 23/05/2024		
<b>Number of sessions:</b>	5		
<b>Venue:</b>	Bury Adult Learning Centre		<b>Room No: 9</b>
<b>Learner numbers:</b>	Minimum	Maximum	
	6	8	
<b>Costs:</b>	Full Fee	Discounted Fee	
	Term 3	Term 3	
	£49.50	Free	

### What will I learn on this course?

IT skills are an essential part of daily living. You will be given the opportunity to develop the digital skills that are needed in everyday life. You will learn:

- Practical techniques for identifying and avoiding phishing emails.
- How to protect personal information online
- How to manage devices and accounts
- How to identify scams and sources of support

### Additional information

These courses aim to help people improve their wellbeing and gain the confidence to move into further learning and work, if appropriate. Courses offer a great starting point to develop new skills, gain confidence, improve general wellbeing or adapt to life changes.

Some courses may require a pre-course informal meeting.

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 I need to provide myself?**

Your tutor will discuss materials further at the first class.

**Please check that the class is running before buying anything.**

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

From this course you could progress onto English, maths, IT or another course within our Work & Wellbeing programme to develop further your skills for work. Alternatively, if you wish to pursue a hobby or develop a new skill you could progress onto one of our creative courses.

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 e-mail at

[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. For more information, please contact Learner Services on 0161 253 7501.

Extra support is available for those learners who have sensory, physical or cognitive impairments, neuro-divergent or with mental health conditions. Please contact Student Services.

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

You may be entitled to a reduced fee for your course if you claim a benefit. Please refer to the 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 to arrange an appointment with Student Services

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.**