

Get Set SKILLS FOR LIFE & WORK

IT & ICT COURSE

Level 1 Certificate in
Information Technology
Applications

Build your digital skills
and get ready for work.

What this course is about

This course helps you develop the digital skills you need for work and everyday life.

You'll learn how to use technology confidently and safely, gain practical IT skills, and prepare for jobs that rely on digital tools, all while earning and learning.

£40
weekly training
allowance



What you'll learn

- Word processing, spreadsheets and presentations
- Using email and digital communication tools
- Internet safety and cyber security basics
- Social media and online platforms
- Managing and sharing digital information



What you'll gain

- A recognised OCN NI Level 1 IT qualification
- Confidence using technology in work and daily life
- Essential digital and online safety skills
- Experience using real workplace tools and systems
- Support from tutors to build your confidence and skills



How you'll learn

- Practical tasks using computers and software
- Real-life digital scenarios
- Group work and individual projects

Course duration: up to 5 days a week



What happens next

This course can help you move into:

- IT support roles
- Admin jobs using digital systems
- Customer service roles with IT skills
- Further training in IT or digital careers

No exams!

You'll be assessed through coursework, projects and activities.



Enrol now!

Scan the QR code,
call: 02820 032 303, or
email: sflw@getsetni.co.uk



Department for the
Economy
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