



**Community
Learning Service**

Learn, evolve, achieve, progress



Need help getting digital?

Get started using:

- ☑ Computers, Mouse and Keyboard
- ☑ Internet Searches, Accessing Job Sites and Completing Online Forms
- ☑ E-mail and Sending Attachments (CV)
- ☑ Online Safety
- ☑ Using IT for Work - Word Processing
- ☑ Accessing Universal Credit Journal

All courses
Online
And are FREE

We have a range of courses to suit your needs, starting with Complete Beginners Entry Level Accredited Courses up to Level 1 Award at various Libraries across Staffordshire.

Call in at your local library to ask for details or contact us for more information:



tel: 01543 334537

Email: acl.ict@staffordshire.gov.uk



 Staffordshire
County Council

**YOUR
LIBRARY**