

GET I.T. SAVVY



What: A 3 day computer skills course for beginners (10am – 4pm)

Where: Various locations across Greenwich, including Woolwich, Eltham, Charlton and Plumstead.

Who: Accessible and fully funded for any Greenwich resident, aged 19+

Why: To equip learners to gain basic IT Skills for Life and Work

The Course will include practical sessions on:

- How to find your way around a computer and confidently use a Mouse
- Skills to search and use the internet for everyday life
- Setting up your own email account and sending emails with attachments
- Creating documents in Microsoft Word
- Setting up and using 'Find a Job' website
- Understanding on-line safety and security settings
- How to get online on your Smart Phone and download APPS
- And much much more!

This course will be running monthly across the Borough. Please call GSS UK Ltd on 020 8665 4297 or Text / WhatsApp us on 07921 036 927 or email info@globalsolutionservices.co.uk for further information and to book yourself / a customer onto the next convenient course in Greenwich.