COMPUTER AND ONLINE BASICS

BCS ENTRY LEVEL AWARD IN COMPUTER AND ONLINE BASICS (ITQ) (ENTRY 3)

Making IT easy

THIS QUALIFICATION WILL BE RETIRING IN 2023.
THE LAST DATE TO REGISTER LEARNERS WILL BE 31ST MAY 2023.

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The Chartered Institute for IT

bcs.org/basics

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'Many unemployed adults are finding that they would have benefited from IT training at school, as the importance of using IT to search and apply for employment electronically becomes apparent to them.'

BCS approved centre

The confidence to get online

In the UK there are still nearly one in 10 adults who have never used the internet.*

As more services move online and the cost of physical interaction rises, it's vital that we provide support for those who have so far avoided computers and the web.

Computer and Online Basics is an innovative qualification designed to give absolute beginners the confidence and the skills they need to safely use a computer and get online.

The qualification is delivered using a high quality, paper workbook – a familiar format for learners which is easy to follow. The workbook guides them, step by step and allows them to develop their understanding and confidence at their own pace.

There is no exam at the end. Instead learners verify their knowledge by completing simple tasks as they progress through the workbook, writing answers to questions within the book. To achieve their qualification, they simply complete the workbook to the satisfaction of the tutor.

Easy to learn, easy to deliver
For training providers, it couldn't be simpler to deliver. Its unassuming approach supports learners in overcoming their fears and, with minimal guidance from the tutor, learners are soon completing tasks on a computer and discovering the benefits of getting online.

The workbook format provides the tutor with clear and complete evidence of learning activity and a handy reference tool for learners to take away with them at the end of the course. This delivery method is suitable for mixed-ability classes and drop-in sessions, where individuals require varying degrees of support, with some working largely on their own.

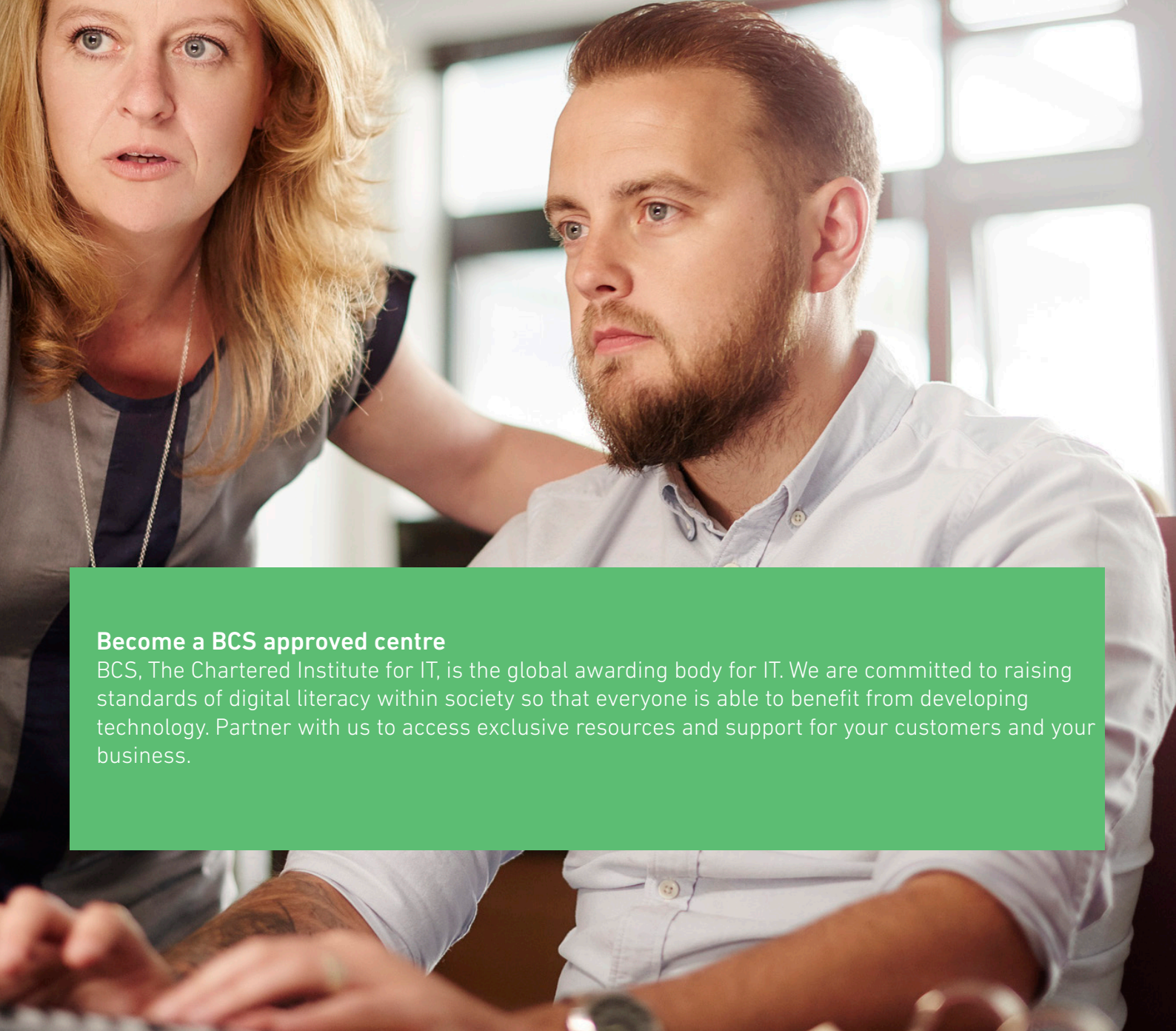*ONS bulletin - Internet users in the UK: 2017

What's covered?
Computer and Online Basics begins by explaining the basic elements of a computer before introducing the desktop, basic word processing skills, the internet and email.

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Level	3
Credits	3
TQT	39
QAN	600/0831/3
Number of workbook pages	78

Become a BCS approved centre
BCS, The Chartered Institute for IT, is the global awarding body for IT. We are committed to raising standards of digital literacy within society so that everyone is able to benefit from developing technology. Partner with us to access exclusive resources and support for your customers and your business.

To find out more, call us on 01793 417 445 or email bcssales@bcs.uk

bcs.org/qualifications

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