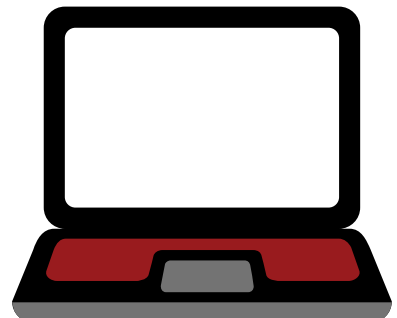


Beginner Digital Skills for Work

Do you want to brush up on your digital skills?

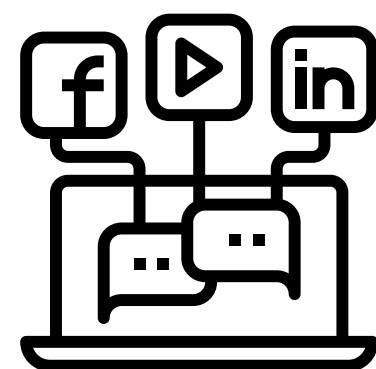
This **free of charge** course will support you to navigate **the basic essentials** needed in the digital world!

Week 1 – The basics for Microsoft Word



Week 2 – The basics for Microsoft Excel

Week 3 – Using Word and Excel yourself



Week 4 – Microsoft Outlook, Google, Zoom and PowerPoint



Starting on Thursday 23rd June, 30th June, 7th July and 14th July from 10.00 to 13.00 at the CVSBEH Community Skills Hub in Waltham Cross, EN8 7JU

Call Emily on 0300 123 1034 or
email communitylearning@cvsbeh.org.uk
to book



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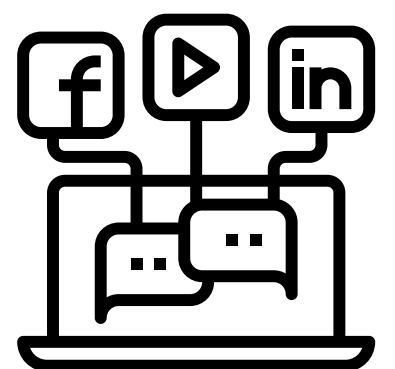
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On Every Tuesday for 4 weeks starting from 14th June to 5th July from 10.00 to 13.00 at the CVSBEH Skills & Learning Centre, Hertford SG14 1AL

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