

Computer Skills



Need to know more about computers, the Internet, or email? Do you want to get ready to gain a qualification in IT? Enrol onto one of our computer courses, such as Computers for Beginners or something more advanced like Word Processing for Work & Everyday Use or Create Your Own Business Cards. You can even have a go at testing your own IT skills beforehand. Either way, take a step into our supportive and friendly environment.

Study Support & Drop-In

Level	Start date	End date	Day	Time	Venue
All Levels	16/1/18	27/3/18	Tue	1pm-4pm	First Steps
All Levels	18/1/18	29/3/18	Thu	9.30-12.30pm	Arsenal
All Levels	12/1/18	23/3/18	Fri	9.30-12.30pm	3Corners
All Levels	16/1/18	13/3/18	Tue	10am-12 noon	West Library

Test Your IT Skills

Level	Start date	End date	Day	Time	Venue
All Levels	9/1/18	27/3/18	Tue	1pm-4pm	First Steps
All Levels	11/1/18	29/3/18	Thu	9.30-12.30pm	Arsenal
All Levels	12/1/18	23/3/18	Fri	9.30-12.30pm	3Corners



ISLINGTON

Computer Skills

Computers for Beginners

Level	Start date	End date	Day	Time	Venue
E3	6/3/18	27/3/18	Tue	1-3.30pm	Arsenal
E3	18/1/18	8/2/18	Thu	9.30am-12 noon	First Steps

Computers for Improvers

Level	Start date	End date	Day	Time	Venue
E3	22/2/18	15/3/18	Thu	9.30am-12 noon	First Steps
E3	19/1/18	9/2/18	Fri	9.30am-12.30pm	North Library

Create Your Own Business Cards: Taster

Level	Start date	End date	Day	Time	Venue
L1	10/1/18	10/1/18	Wed	9:30am-12.30pm	3Corners

Database for Work & Everyday Use - (Accredited)

Level	Start date	End date	Day	Time	Venue
L1	16/1/18	20/3/18	Tue	9.30am-12 noon	3Corners

Desktop Publishing - (Accredited)

Level	Start date	End date	Day	Time	Venue
L1	16/1/18	20/3/18	Tue	1-3.30pm	3Corners

File management: Taster

Level	Start date	End date	Day	Time	Venue
E3	10/1/18	10/1/18	Wed	9:30am-12.30pm	First Steps

IT Skills for Work (Accredited)

Level	Start date	End date	Day	Time	Venue
L1	15/1/18	26/3/18	Mon	1-3.30pm	Arsenal

Keyboard Confidence: Taster

Level	Start date	End date	Day	Time	Venue
E3	11/1/18	11/1/18	Thu	9.30am-12.30pm	First Steps

Computer Skills

Level 1 Certificate in IT User Skills (ITQ) (Accredited)

Level	Start date	End date	Day	Time	Venue
L1	17/1/18	29/3/18	Wed & Thu	9:30am-12.30pm	ICSC

PowerPoint for Work & Everyday Use - (Accredited)

Level	Start date	End date	Day	Time	Venue
L1	22/1/18	19/3/18	Mon	9.30am-12 noon	3Corners

Selling on eBay: Taster

Level	Start date	End date	Day	Time	Venue
L1	23/2/18	23/2/18	Fri	9:30am-12.30pm	North Library

Spreadsheets: Taster

Level	Start date	End date	Day	Time	Venue
E3	8/1/18	8/1/18	Mon	9:30am-12 noon	Arsenal

Spreadsheets for Work & Everyday Use - (Accredited)

Level	Start date	End date	Day	Time	Venue
L1	15/1/18	19/3/18	Mon	9.30am-12 noon	Arsenal

Staying Safe on Social Media: Taster

Level	Start date	End date	Day	Time	Venue
E3	8/1/18	8/1/18	Mon	1-3.30pm	Arsenal

Staying Safe Online: Taster

Level	Start date	End date	Day	Time	Venue
E3	9/1/18	9/1/18	Tue	9:30am-12 noon	3Corners

Using a Digital Camera: Taster

Level	Start date	End date	Day	Time	Venue
E3	8/1/18	8/1/18	Mon	9:30am-12.30pm	First Steps

Computer Skills

Desktop Publishing: Taster

Level	Start date	End date	Day	Time	Venue
E3	26/09/2017	26/09/2017	Tue	9.30am-12 noon	3Corners

File Management: Taster

Level	Start date	End date	Day	Time	Venue
E3	27/09/2017	27/09/2017	Wed	9.30am-12.30pm	First Steps

Keyboard Confidence: Taster

Level	Start date	End date	Day	Time	Venue
E3	21/09/2017	21/09/2017	Thu	9.30am-12.30pm	First Steps
E3	25/09/2017	25/09/2017	Mon	9:30am-12 noon	First Steps

Powerpoint: Taster

Level	Start date	End date	Day	Time	Venue
E3	18/09/2017	18/09/2017	Mon	9.30am-12.30pm	3Corners

Spreadsheets: Taster

Level	Start date	End date	Day	Time	Venue
E3	02/10/2017	02/10/2017	Mon	9:30am-12 noon	3Corners

Using a Digital Camera: Taster

Level	Start date	End date	Day	Time	Venue
E3	28/09/2017	28/09/2017	Thu	9.30am-12.30pm	First Steps

Using Email for Beginners

Level	Start date	End date	Day	Time	Venue
E3	11/09/2017	9/10/2017	Mon	10am-1pm	Arachne

Using Skype: Taster

Level	Start date	End date	Day	Time	Venue
L1	25/09/2017	25/09/2017	Mon	9.30am-1pm	Arsenal

Using the Internet for Beginners

Level	Start date	End date	Day	Time	Venue
E3	16/10/2017	13/11/2017	Mon	10am-1pm	Arachne

Computer Skills

Using Email for Beginners

Level	Start date	End date	Day	Time	Venue
E3	26/2/18	19/3/18	Mon	1-3.30pm	3Corners

Using Skype: Taster

Level	Start date	End date	Day	Time	Venue
L1	2/3/18	2/3/18	Fri	9:30am-12.30pm	North Library

Using the Internet: Taster

Level	Start date	End date	Day	Time	Venue
L1	9/1/18	9/1/18	Tue	1-3.30pm	Arsenal

Using the Internet & Email: An Introduction - (Accredited)

Level	Start date	End date	Day	Time	Venue
L1	16/1/18	27/2/18	Tue	1-3.30pm	Arsenal

Using the Internet for Beginners

Level	Start date	End date	Day	Time	Venue
E3	19/1/18	9/2/18	Fri	9:30am-12.30pm	ICSC

Using the Internet for Work & Everyday Use - (Accredited)

Level	Start date	End date	Day	Time	Venue
L1	22/2/18	22/3/18	Thu	10am-1pm	Arachne

Word: Taster

Level	Start date	End date	Day	Time	Venue
E3	9/1/18	9/1/18	Tue	9:30am-12 noon	Arsenal

Word Processing for Work & Everyday Use - (Accredited)

Level	Start date	End date	Day	Time	Venue
L1	16/1/18	20/3/18	Tue	9:30am-12 noon	Arsenal

Computer Skills

Word Processing: An Introduction

Level	Start date	End date	Day	Time	Venue
E3	22/1/18	5/2/18	Mon	1-3.30pm	3Corners

Young at heart - Email for older learners

Level	Start date	End date	Day	Time	Venue
E3	23/2/18	23/3/18	Fri	9:30am-12.30pm	ICSC

Please see back of brochure for venue addresses.

Courses are continually added and updated, please visit www.adultlearning.islington.gov.uk for the latest information.

“Learned quite a lot about computing which I did not know before, quite pleased”

Computers for Beginners

“Have gained confidence and typing faster on the keyboard”

Keyboard Confidence: Taster

Courses and services are for Islington residents or those with children at an Islington school. You must be 19+ and on a low wage or receiving benefits to be eligible for our free courses. **Please bring proof of identity and proof of receipts of benefit with you on the day.**

Learning Venues

3Corners Learning Centre	Northampton Road, EC1R 0HU	Tel: 020 7527 5083
Arachne	534A Windsor Road, N7 6JP	Tel: 020 7263 6261
Arsenal Learning Centre	The Arsenal Hub, 56 Benwell Road, N7 7BA	Tel: 020 7704 4500
First Steps Learning Centre	Central Library, 2 Fieldway Crescent, (Holloway Road entrance) N5 1PF	Tel: 020 7527 7002
Islington Computer Skills Centre	Finsbury Library, 245 St John Street, EC1V 4NB	Tel: 020 7527 7002
North Library	Manor Gardens, N7 6JX	Tel: 020 7527 7002