

Level 1 IT Fundamentals

This course will enable learners to receive a great introduction to the world of technology. Teaching tailored units delivered by industry experts, designed to build a strong foundation for a successful career in IT.

During the course you will develop an understanding in the Microsoft Office suite of Applications, IT user fundamentals and IT security for users.

With specifically selected units from the City and Guilds qualification this course can be used as a stepping stone towards higher certifications with Microsoft and CompTIA, two of the most highly recognised certification providers in the IT industry.

Call us on 020 8532 3400
info@digitalskillsuk.com
www.digitalskillsuk.com

Microsoft
IT Academy



CompTIA
Get IT Certified

SAMSUNG
DIGITAL ACADEMY



City & Guilds
Approved Centre



Factsheet

Introductory CompTIA Strata Programme

Course Information

During the course you will develop an understanding in each of the following areas:

- PC Components and their Functionality
- Networking and Security
- Installing, Configuring and Administering Hardware and Software
- Use of a variety of Microsoft Office and Productivity Applications
- Effective use of Technology

*Entry Requirements

- A minimum of 4 GCSE passes at grades D - E (new grades 2 - 3)
- Entry level 3 in English or Maths, or progression from ESOL
- Aged between 16 -18
- Completed college assessment
- Successful interview

*Depending on individual circumstances entry requirements may vary, contact us for more information.

Progression Routes

Once completing the Level 1 Diploma most students progress onto our Level 2 courses in Hardware, Software, Social Media or Building Design.

Further Career Options

- Customer Support Manager
- IT Sales Manager
- IT Technician

Location and Duration

The course is one year and is based at Newham College's Stratford Campus (ten minute walk from Stratford tube and bus station).

Curriculum Units

- Improving productivity using IT
- IT user fundamentals
- Set up an IT system
- IT security for users
- Audio software
- Video software
- Database software
- Design software
- Imaging software
- DTP software
- Presentation software
- Project management software
- Website software
- Word processing software
- Using a computer keyboard
- Internet safety for IT users

