

Digital Support

Workshop Supplement



Digital Surgery

One to one support with digital issues and queries. Questions about the cloud? not quite sure how to work that app? Stuck on how to use Google Classrooms? or perhaps your concerned about your digital security - our digital team is on hand to help. Perfect for those who don't know what they need!

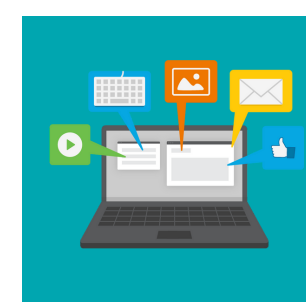


Drop- in sessions

Non accredited

Digital Skills (formerly BT Skills)

Short course sessions to brush up and further develop your digital skills - everything you need to know to kick start your digital journey. From learning online safety, brushing up on Microsoft Office, online banking and using online GP services and so much more!



Booking only

Accredited

Digital Refresher Bootcamp

Have a new tablet, phone, or computer? Don't know where to start or need a refresher? In our tech bootcamp we will cover how to set up your device, change settings, navigate menus, and download apps. For all popular platforms Windows, Android, and iOS

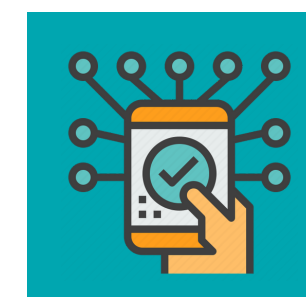


Booking only

Non accredited*

Digital Productivity Bootcamp

Looking to upskill your organizational and productivity skills for work or day-to-day life? Join our Digital productivity bootcamp, where we will take a look at emails, video calling, and services for note taking and scheduling appointments meaning you'll never need to carry a diary ever again!



Booking only

Non accredited*

Office Suite Bootcamp

Starting a new job? Working from home or going back to the office? Come to our Office Suite bootcamp where we will look at modern technologies for creating documents, spreadsheets and presentations and everything you need to get in to work!



Booking only

Non accredited*

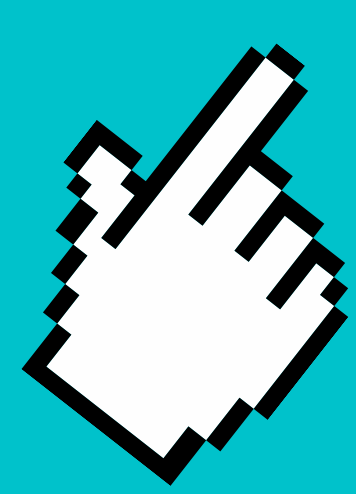
*sessions are awaiting accreditation - please check regularly for updates

For more info visit: www.adultlearningcardiff.co.uk/digital-support

Call the Advice Line: **029 2087 1071**

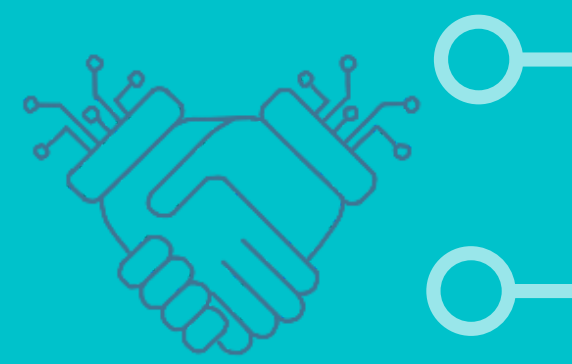
or email : digitalsupport@cardiff.gov.uk





Cymorth Digidol

Atodiad Gweithdy



Cymhortfa Digidol

Cymorth un i un o ar gyfer materion ac ymholiadau digidol. Cwestiynau am y cwmwl? Ddim yn hollol siŵr sut i ddefnyddio'r app hwnnw? Neu efallai eich bod yn poeni am eich diogelwch digidol - mae ein tîm digidol wrth law i helpu. Yn berffaith i'r rhai nad ydyn nhw'n gwybod beth sydd ei angen arny'n nhw!

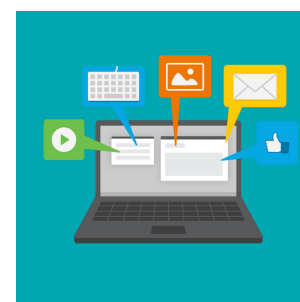


Sesiynau galw heibio

Heb ei achredu

Sgiliau Digidol (Sgiliau BT gynt)

Sesiynau cwrs byr i wella a datblygu eich sgiliau digidol ymhellach - popeth y mae angen i chi ei wybod i roi cychwyn ar eich taith ddigidol. O ddysgu diogelwch ar-lein a gloywi eich sgiliau Microsoft Office i fancio ar-lein, defnyddio gwasanaethau meddygon teulu ar-lein, a llawer mwy!



Cadw lle yn unig

Achrededig

Cwrs Dwys Gloywi Digidol

Oes gennych chi lechen, ffôn neu gyfrifiadur newydd? Ddim yn gwybod ble i ddechrau neu mae angen gloywi arnoch? Ar ein cwrs dwys technoleg byddwn yn trafod sut i sefydlu eich dyfais, newid gosodiadau, llywio trwy ddewislenni a lawrlwytho appiau. Ar gyfer pob platfform poblogaidd - Windows, Android ac iOS

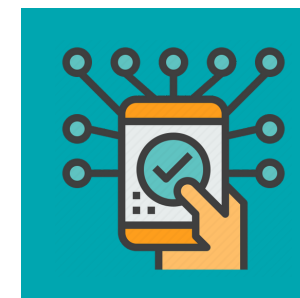


Cadw lle yn unig

Heb ei achredu*

Cwrs Dwys Cynhyrchiant Digidol

Ydych chi am wella'ch sgiliau sefydliadol a chynhyrchiant ar gyfer gwaith neu fywyd o ddydd i ddydd? Ymunwch â'n cwrs dwys cynhyrchiant digidol lle byddwn yn edrych ar e-byst, galwadau fideo a gwasanaethau ar gyfer cymryd nodiadau ac amserlennu apwyntiadau sy'n golygu na fydd angen i chi gario dyddiadur byth eto

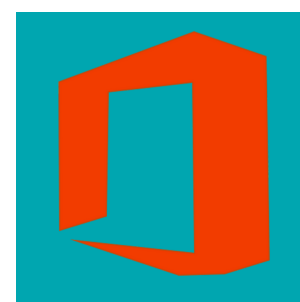


Cadw lle yn unig

Heb ei achredu*

Cwrs Dwys OfficeSuite

Yn dechrau swydd newydd? Yn gweithio gartref neu'n mynd yn ôl i'r swyddfa? Dewch i'n cwrs dwys OfficeSuite lle byddwn yn edrych ar dechnolegau modern ar gyfer creu dogfennau, taenlenni a chyflwyniadau a phopeth sydd ei angen arnoch i ymgymryd â'r gwaith!



Cadw lle yn unig

Heb ei achredu*

*mae sesiynau'n aros am achrediad - gwiriwch yn rheolaidd am ddiweddariadau

Am fwy o wybodaeth ewch i: www.adultlearningcardiff.co.uk/cy/cymorth-digidol/

Ffoniwch y Llinell Gyngor: **029 2087 1071**

Neu cysylltwch â ni trwy e-bost: cymorthdigidol@caerdydd.gov.uk

