



## DIGITAL LITERACY

FALL 2022



### REGISTER NOW

For our Fall 2022 Digital Literacy adult learning programs.

### Contact CALA

To book an assessment or to register for a program.

902-895-2468

[contactcala@gocala.ca](mailto:contactcala@gocala.ca)

### Home & Office Essential Computer Skills (Levels 1-3)

Sept 26-Oct 18 & Oct 24-Nov 15

This program is delivered in two half-day sessions for four weeks and is designed for participants who want to improve their digital skills to use document and spreadsheet software, email, and the internet in daily life, for employment, or higher education. Through instructor-led guided practice participants will learn the basics of office productivity apps using Microsoft or Google platforms.

### Digital Literacy Basics

Nov 28 - Dec 20

This introductory program helps participants learn the basics of computing and the internet. Learn the vocabulary and gain valuable digital skills through hands-on guided practice.

### Get Connected, Stay Connected

Sept 29 - Oct 21 & Nov 3 - Nov 25 **Age-friendly program**

Get Connected, Stay Connected provides adults with the capacity to develop the confidence, knowledge, and digital skills needed to participate in the world of online communications. Participants will learn to use technology, navigate websites, use email, and discover best practices to secure personal information and stay safe online.

### Stay Connected: Online Safety

Dec 1 - Dec 16 **Age-friendly program**

Past participants of Get Connected, Stay Connected are invited to join us for a maintenance and refresher program to explore new online resources and practice using the internet for home and daily life tasks with a focus on internet safety.

### About CALA

The Colchester Adult Learning Association (CALA) is a community-based organization dedicated to providing opportunities for all adults to pursue their learning goals. Our programs are offered free to adults in Colchester County.



### Meet Your Instructor

#### Vangie Beal

Vangie brings 20 years of experience in the technology and publishing industry to CALA in her role as Digital Literacy instructor. She helps learners at CALA gain valuable digital skills to get connected and stay connected for daily life tasks, for employment, or higher education.

