**Course Title: Keeping people safe online**

**Subject: Information, Communication and Technology (ICT)**

**Topic: Keeping people safe online**

**Number of sessions: 1 x 3 hour sessions**

**Session duration: 3 Hours**

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|  | Course Overview |

This course is appropriate for staff and volunteers who would like to develop a better understanding supporting adults to get on line and to safely navigate when online. This course will introduce participants to a number of them highlighting how to access quality information. The course will also cover best practice for staying safe online. Demonstrating one to one support and assisting in a group setting. We embed the use of various digital tools and resources to help you build up a body of support and knowledge you can share with others.

For example we will investigate online tools for determining how safe your password is

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|  | Entry Requirements |
|  | * All participants must have some competency in IT skills. * Delivery of this course is through digital methods so it is essential participants are able to engage fully with this process. |
|  | Learning Outcomes |
|  | The learner will:     * Have gained the knowledge of online safety basics, and will be able to pass best practice over to colleagues and end users. * Have the skills to Support clients to overcome their fear of going online, by understanding the barriers. * Will have a better understanding of Privacy and safety when using the internet and online tools, this will develop and ensure they have gained the skills for online safety for life |
|  | Example Tasks: |
|  | Tasks will involve the use of digital tools and techniques for supporting adults to get online, online tools for use with co-workers, volunteers and end users. We explore how to embed the use of various digital tools and resources to help you build up a body of support and knowledge you can share with others.  For example we will investigate online tools for determining how safe your password is. |
|  | Progression Routes and CPD |
|  | Appropriate follow up courses:   * CPD sessions from Digital Communities Wales <https://digitalcommunities.gov.wales/training/> * MOOCs online courses |