WORKPLACE DIGITAL WORKSHOP

Join our Digital Workshops – Enhance your digital and work skills to prepare you for all things digital in the workplace!

6 WEEK PROGRAMME

Mondays:

• 9:30am - 12:00pm

Thursdays:

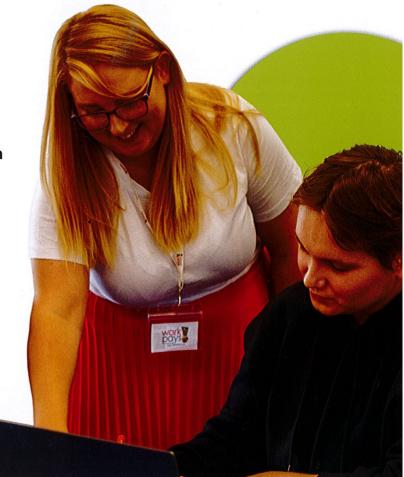
- 9:30am 12:00pm or
- 1:00pm 3:00pm

Fridays:

• 1:00pm - 3:00pm

Location: Workpays, Springwell House, Newbold Rd, Chesterfield S41 7PS





What you'll learn:

- Supportive Learning Environment Friendly space with expert tutors, support, and refreshments.
- CV & Application Support Get a CV and digital copy sent straight to your phone.
- Word, PowerPoint & Google alternatives.
- Microsoft Teams Workshop Get confident with video meetings, chat, and teamwork tools.
- Build a routine Boost your employability and get work-ready.
- Payslips Use Xero to access payslips and pension info.





GET IN TOUCH!

Terry Biddell

07818 664 850

Terry.biddell@workpays.co.uk