

Develop your Knowledge & Skills online!

A wide range of courses to support you on your journey in finding the right job



During your time at Triage, you will receive:

- Travel expenses paid whilst attending training or appointments with us
- Access to exclusive vacancies from our recruitment team
- 13 weeks job focused support from our progression consultant to move you into work

Eligibility criteria will apply




Triage
helping
people
succeed

Our Courses:

Contact us on Tel. 01642 917015 or
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Katier@trriagecentral.co.uk

Level 1 in Occupational Studies

- How to use problem solving in the workplace
- Develop time management skills
- How to improve your own learning and performance within workplace
- Gain an understanding of the retail sector
- Understand the role of customer service within retail sector
- This course is useful for individuals wanting to work within retail sector or customer facing roles

IT for Digital Engagement

- How to create a professional email address
- Where and how to look for work online
- How to stay safe online
- Use video calls and social media for personal communication needs
- Access online services, such as online banking and NHS online services
- This course is an introductory to the basics of digital engagement and a starting point for further accredited training within the subject

Level 1 in IT User Skills

- How to use IT software productively
- How to use the internet
- How to keep your information safe online
- How to use email
- How to use word processing software
- This course is useful in gaining the skills and knowledge to progress onto higher learning within IT. It offers support in building the skills needed to use IT

Level 1 Award in E-Responsibility

- The risks associated of using the internet
- How to keep yourself and others safe online
- How to use social media and the different platforms available
- The issues of cyber-bullying and how to respond to it
- This course is useful in gaining solid knowledge to progress into higher learning, lessons learnt can also be shared with friends and family in supporting their safety online

Benefits of online training:

- **Flexibility** - Flexibility is of course the key benefit of e-learning. Unlike traditional learning, you don't have to plan your entire day around your studies; your studies can be planned around other responsibilities.
- **Tailored** - Your learning is tailored to your individual needs and is structured at your pace
- **Comfort** - A peaceful and agreeable learning environment brings out the best in any learner, and courses from home are more likely to help establish this.
- **Instant Support & Updates** - A key benefit of online education is that everything is instantaneous. Tutors are able to quickly create and respond to learners.