# Foundational Digital Skills



**TALANTA**
COLLEGE OF TECHNOLOGY

This course equips learners with essential digital skills needed in today's world. From navigating computers to using online tools safely and effectively, this is the perfect starting point for beginners.

## What you'll learn

Computer basics (files, folders, OS)

Internet browsing & online safety

Email communication & etiquette

Word processing,

spreadsheets & presentations

Cloud tools

## Contact Us

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## Duration
6Weeks

## Mode
online and In-person