

ONLINE COURSES

SACOMA UK online Courses

Online services includes courses that will give you the skills and confidence you' need to carry out transactions online.

The package will show you how to shop online, manage your internet banking and access public services online. Once you've gained all these skills, the internet will be your oyster

The following courses are available online: myguide.gov.uk.

- **Online jobs**

Discover how to make the most of job hunting online. The modules in online jobs will give you the skills you need to be successful in your job hunt.

The package will take you through how to search for jobs, fill out complex forms and applications, and sign up to job alerts right through to finding information on financial assistance for low-income families and how to prepare for interviews. It's a package that will set you on the way to your perfect job.

- **Initial assessment**

The initial assessment package contains two modules designed to measure your language and mathematics skills. Each module could take up to one hour to complete, but you can take as long as you like.

- **Online /service**

Learn about online transoms to save time and money

- **Literacy or numeracy**

Test your literacy and numeracy skills to determine the next step

[Register now](#) to get started – www.myguide.gov.uk

or to learn more about contact us on **0208 554 9444** or Email:online@sacoma.org.uk

Centre ID 1321212

What is myguide

myguide is a set of online services for people new to computers and the internet. It's openly available on the web and is completely free to use.

myguide offers a free email account and simple internet search facility to get you started. You can save your own settings to make the text bigger, change the screen colour or listen to the words on the screen being read out to you.

myguide also includes a set of easy-to-use free online courses covering a range of basic computer skills

Online basics course

- Accessing Public Services course
- Employability course