

What is Information Technology?

In work today the computer is the tool we use the most. We need to be able to use computers and the most common software programmes in use. We need to be able to collect, change and communicate information digitally and electronically. The ability to do this is sometimes called 'E Skills'. Some of the TVC Information Technology Courses help learners develop the skills and abilities to use computers in a business environment. Other courses help students to develop the skills necessary to 'trouble shoot', repair and maintain computer networks.

What qualities will I need?

You will need to enjoy working in an office environment and be able to work carefully and logically. For computer maintenance courses you will need to be good with a screwdriver and be able to handle small nuts and bolts with care.

What will I need to wear?

You will be training to work in a business environment and so typical office wear is the norm. On work placements you may need to dress a little more formally especially if you are working in view of customers.

What range of courses are available?

Through the TVC there is a wide range of Information Technology Courses depending upon your achievements when you start the course and your ambitions. There are:

Level 1 courses that will qualify you to do a basic job but may lead to an apprenticeship

Level 2 courses qualify you to do a skilled job once you have had a little more experience. You will need to have completed Level 1 or impress at interview to be accepted on to this level course.

Level 3 courses may qualify you to be a computer technician with a little experience or provide access to further or higher education.

What opportunities will this course open for me?

Most Information Technology students join the business world as administrators often through an apprenticeship. Many of those who have studied ICT repair and maintenance find employment as technicians helping to keep companies' IT systems working again often through apprenticeships.