



DIGITAL FOUNDATIONS FOR THE WORKPLACE

IN PERSON IN THOMPSON

GAIN THE DIGITAL SKILLS AND CONFIDENCE EMPLOYERS EXPECT

IS THIS TRAINING FOR YOU?

This program is a good fit if you want to:

- Build confidence using computers and digital tools
- Learn Microsoft Office, email, video meetings, and cloud storage
- Improve online safety, credibility checking, and digital etiquette
- Gain hands-on practice with guidance and support

If you're looking for practical digital skills you can use right away, this training is for you.

WHAT YOU NEED TO KNOW

- Must be a Manitoba resident
- Must have accommodations in Thompson
- Must know the basics of computer use
- June 8th - July 10th, 2026, 9-4 pm in person Monday - Friday, followed by a 3-week work practicum July 13 - July 31, 2026.
- Selected applicants will be interviewed
- Application deadline: 5:00 pm May 25th, 2026

COURSE BENEFITS AND OUTCOMES

- Search, navigate, and stay safe online
- Create professional documents, spreadsheets, and presentations
- Communicate effectively via email, chat, and video platforms
- Evaluate information, avoid misinformation, and use digital tools responsibly
- Collaborate online and practice professional digital etiquette

Note: Training allowances are available for eligible candidates.

FREE COURSE

For selected applicants thanks to Funding by the Northern Manitoba Sector Council

APPLY NOW



More info:

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Funding Provided by:
The Government of Canada, The Manitoba Government

