



University College of the North

UCN.CA/CIS  

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 Flin Flon
- Must know the basics of computer use
- February 23 - March 20, 2026, 9-4 pm in person Monday - Friday, followed by a 3-week work practicum April 13 - April 30, 2026.
- Selected applicants will be interviewed
- Application deadline: January 15, 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

FREE COURSE

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

APPLY NOW



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