



PCLC  
**DIGITAL  
LITERACY**

7

**Internet Safety - Social Media**

Real and Fake Profiles and Misinformation, Online Etiquette, Grooming and Radicalisation and Reporting issues



**Office Skills - Scenario-based application**

Applying a solid understanding of how to utilise the Microsoft Office suite of applications to respond to a scenario.



**inspiring Digital Enterprise Award (iDEA)**

The Inspiring Digital Enterprise Award, known as iDEA is an international award winning programme that helps students develop digital, enterprise and employability skills through a series of online challenges, students can win career-enhancing badges, unlock new opportunities and, ultimately, gain industry-recognised Awards that help them stand out from the crowd.

