

## SkillsFuture for Digital Workplace

### Course Overview

**SkillsFuture for Digital Workplace (Synchronous e-learning)** is a 2-day course incorporating aspects of future-ready applications, tools, data and innovation. This course aims to equip Singaporeans with the mindset and basic functional skills to prepare for the future economy.

### Learning Outcomes

- Aware of what jobs in the future economy entail;
- Able to work in a **technology-rich environment**;
- Aware of the importance of **cyber security** in daily / work applications
- Aware of how **data and information** can be used;
  - ✓ Perform the following functional outcomes;
    - Use common digital tools and software to perform basic functions e.g. apply for SkillsFuture Credit or making an electronic payment;
    - ✓ Perform basic cyber security actions e.g. setting up passwords to protect data or information;
    - ✓ Contribute data e.g. uploading a document to share information with colleagues; and
    - ✓ Find and interpret information online e.g. searching online for suitable products and comparing them.
- Able to develop an action plan to continue learning

### Who is it for?

Individuals, employers, Singaporeans adults (including those who plan to return to the workforce)