



# PROGRAM DESCRIPTION:

# FREE DIGITAL LITERACY & LEARNING WORKSHOPS

Connected Nation is committed to empowering communities and their residents with the power of broadband and related technologies. Through its digital skills training, career readiness, and job placement opportunities, Connected Nation is dedicated to providing training opportunities for disadvantaged families, new technology adopters, job seekers, veterans, and military spouses to adopt and use technology effectively.

To advance digital literacy across America, Connected Nation (CN) has teamed up with AT&T's Connected Learning Program to offer in-person and virtual digital literacy training workshops across the country where digital literacy training is needed for the digital empowerment of residents. CN will partner with local community organizations to host in-person and virtual workshops across the United States from September 2022 through March 2023.

### What type of community organizations can participate?

Agencies or organizations that provide services to local residents; Community organizations; Libraries; Family Resource Centers at K-12 Schools; Non-profit organizations; Places of Worship; Government agencies; Social service providers.

### Guidelines

Organizations will be invited to participate in communities where Connected Nation has provided support via the Connectedsm Program. Organizations will work with CN staff (as needed) to select and schedule workshops. Organizations must lead outreach efforts with their constituents. CN will provide all electronic materials and support messaging via various media channels. Organizations are required to assign a point of contact to assist with logistics planning and facilitation of workshops. Organizations must support, identify and secure a venue for in-person training (if needed).

Training capacity depends on the space. The venue must have adequate broadband service and accommodations for 10+ participants. (All virtual classes will be conducted via Zoom - no venue required unless individual constituents do not have access to adequate broadband services)

Participants must register in advance of the training. (A unique link to the registration page will be provided by CN after workshops have been scheduled). All participants must take a survey after the workshop. Participants will receive a certification of completion after they finish training.

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### Workshop training options:

- Internet Basics
- Computer Basics
- Cybersecurity
- Email Basics
- Mobile Device Basics
- Web Conferencing

### How to participate:

- **Step One:** Confirm your organization's desire to participate with your Connected Nation point of contact; fill out and submit the 'Contact Us' form via the webpage ([connect-nation.org/digital-literacy-workshops](https://connect-nation.org/digital-literacy-workshops)).
- **Step Two:** Work with CN to confirm the training date, training type, etc.
- **Step Three:** Marketing packages will be distributed to organization after workshops have been scheduled. The organization can then begin outreach to fill their event.
- **Step Four:** Have interested participants register (Via unique link to be provided on each organization's marketing materials)
- **Step Five:** Participants to attend workshops led by a CN staff / Take AT&T survey upon completion
- **Step Six:** Participants will receive a certification of completion

