

**Connect Here Guide to
Digital Skills Training
services in Edinburgh
and online**



**Edinburgh Health and
Social Care Partnership**



**Published
November 2023**

CONTENTS

November 2023

Getting Started	
Ability IT can help	4
ACE IT	4
Alzheimer Scotland	4
Get Online - Help with learning new technology	5
SCOREscotland	5
Digital Reading	
Library2go	6
Digital Skills Training in the Community	
Digital Skills Hub - Microsoft	6
Edinburgh University - Short Online Courses	7
EH4	
People Know How - Reconnect - Digital Group at Fresh Start, Pilton	7
EH5	
People Know How - Reconnect	8
EH6	
Click and Connect - Bethany	8
EH7	
People Know How - Reconnect - Hibernian Community Foundation	9
People Know How - Reconnect - Digital Group at The Ripple	9
EH8	
ACE IT	10
Seniors' Computer Club - Fountainbridge Library	10
EH11	
Digital Support for phones, tablets and lap tops - Corstorphine	11
EH14	
Digital Support Drop-In - Whale Arts	11
Digital Support Drop-In - Clovenstone Community Centre	12
People Know How - Reconnect - Craigmillar Library	12
EH16	
People Know How - Reconnect - Digital Group at Fisherrow Centre, Musselburgh	13

Disclaimer:

The inclusion of service in this guide is in no way a commercial endorsement on the part of Edinburgh Health and Social Care Partnership or NHS Lothian. We are unable to guarantee the quality of services listed. If you have concerns about a listed service, please contact the service provider in the first instance and their professional body, if one exists. Please email an experience update to us and it will be taken into consideration whilst updating the next guide. Whilst every effort has been made to ensure the accuracy and reliability of the information in this guide, neither Edinburgh Health and Social Care or NHS Lothian will accept liability for errors or omissions and any resulting harm.

Email: ConnectHereUpdates@nhslothian.scot.nhs.uk

Digital Skills Training in the Community for those with disabilities	
Computing and IT Groups at Ecas	14
Using the iPad to Support Learners with Physical Difficulties	14
Computers and Photography	
Inserting Pictures into a word document	15
Complete Guide to Importing Your Photos in Windows 10	15
Digital Skills Training Online	
Future Learn	16
Google Digital Garage	16
How to use Zoom for the first time	17
Independent Age - Hi Digital	17
Learn My Way	18
IT User Skills	18
My World of Work	19
Scottish Digital Academy	19
The Open University	20
The Skills Toolkit - Free courses to help you learn new skills or get a new job	20
Using Google Maps	21
Repairing and Recycling Computers	
Edinburgh Computer Recycling	22
Edinburgh Remakery	22
Pass it On	23

Ability IT can help

Acre House
11/15 William Road
London NW1 3ER

T: 0800 048 7642

Opening Hours: Monday–Friday 9.00am–4.00pm

E: enquiries@abilitynet.org.uk

W: <https://abilitynet.org.uk/>

Summary: Free technical help and training service setup to support anyone 55 or over, and anyone with a disability/medical condition. The service is delivered by volunteers who are all PVG checked. Support is also available for Zoom, Whatsapp and help with online shopping whether it's Amazon or online grocery shopping.

Getting Started

ACE IT

25 Nicolson Square
Edinburgh EH8 9BX

T: 0131 667 2053

E: info@aceit.org.uk

W: <https://aceit.org.uk/>

FB: <https://www.facebook.com/aceitscotland>

Tw: <https://twitter.com/aceitscotland>

Instagram: <https://www.instagram.com/aceitscotland/>

Summary: Do you need help with your laptop, phone or tablet? Our free one-to-one IT coaching sessions for over 50s could be for you. They can help with: Online banking, Grocery shopping, Prescriptions, Emails, Social media, Video calling, Smartphones, Tablets, Word, Excel, Powerpoint.

Getting Started

Alzheimer Scotland

160 Dundee Street
Edinburgh EH11 1DQ
T: 0808 808 3000

E: <https://www.alzscot.org/our-work/about-us/contact-us>

W: <https://www.alzscot.org/living-with-dementia/staying-independent>

Tw: <https://twitter.com/alzscot/>

Summary: This service provides specialist support for people living with dementia in the Edinburgh area and their families (including remote carers) giving guidance and support on the use of consumer technologies to support greater independence, health and wellbeing. Consumer technologies can be anything with a plug or a battery, an app on a phone, a smart speaker or tablet/laptop, or a GPS device.

Get Online - Help with learning new technology

Edinburgh

E: eclis@edinburgh.gov.uk

W: <https://yourlibrary.edinburgh.gov.uk/documents/22366/91659/Getting+Started+guide/1ed99f-ba-6126-4634-9321-56f7a8572cc6>

W: <https://yourlibrary.edinburgh.gov.uk/web/arena/how-to-section>.

Summary: This short booklet is a very useful guide in explaining a lot of computers/internet technical jargon and is a good 'How to' guide if trying to understand the basics.

Getting Started

SCOREscotland

WHALE Learning Centre

30 Westburn Grove

Edinburgh EH14 2SA

T: 07398 603 969

E: joanne@scorescotland.org.uk

W: <https://www.scorescotland.org.uk/wester-hailes-connects-2/>

Summary: If there is a desire to improve digital inclusion skills or to feel more confident emailing, surfing the net or accessing online information above, click on the links above for more information or to request to join future sessions.

Library2go

Edinburgh

E: eclis@edinburgh.gov.uk

W: <https://yourlibrary.edinburgh.gov.uk/web/arena/library2go>

Summary: This service provides a range of downloadable eBooks, audiobooks, magazines and newspapers which are accessible 24/7 on any tablet, phone or computer. If not currently a member of the library, click on the links above to join.

Digital Skills Training in the Community

Digital Skills Hub - Microsoft

W: <https://www.microsoft.com/en-gb/home/digital-future-programme/>

Summary: Explore the digital future programme. All the best resources for digital skill development, in one place. Modules cover: Discover the Tech Industry, Coding, AI, Internet of Things, Big Data.

Edinburgh University - Short Online Courses

E: <https://www.onlinecourses.ed.ac.uk/contact-us>

W: <https://www.onlinecourses.ed.ac.uk>

Summary: The University partners with the world's most popular online learning platforms to provide the best possible experience. All courses are completely free to access, with the option to earn a certificate. Gain a new skill or fulfill professional development needs.

Digital Skills Training in the Community EH4

People Know How - Reconnect - Digital Group at Fresh Start, Pilton

22-24 Ferry Road Drive

Pilton

Edinburgh EH4 4BR

T: 0131 569 0525

Opening Hours: Friday 10.30am-12.30pm

E: reconnect@peopleknowhow.org

W: www.peopleknowhow.org/reconnect

Summary: At the digital group, participants can get help with using devices, finding jobs online, navigating the web and social media, improving financial health, paying bills online, and much more!

People Know How - Reconnect

525 Ferry Road
Edinburgh EH5 2FF

T: 0131 569 0525

E: reconnect@peopleknowhow.org

W: www.peopleknowhow.org/computer-delivery

FB: <https://www.facebook.com/peopleknowhow>

Tw: <https://twitter.com/pkhinnovation?lang=en>

Instagram: <https://www.instagram.com/peopleknowhow/>

Summary: People Know Reconnect offers support to adults and families in Edinburgh and the Lothians to help them improve wellbeing by increasing digital and social inclusion. They believe that digital inclusion and social inclusion are linked and together contribute to enhanced wellbeing. They provide a supportive environment to reduce social isolation through building digital skills and maintaining connections, helping people to stay connected, improve financial health, increase employability, access resources and more.

Digital Skills Training in the Community EH6

Click and Connect - Bethany

Bethany Learning Centre
65 Bonnington Road
Edinburgh EH6 5JQ

T: 079 9007 8377

Contact: Marina

Opening Hours: Tuesday 10.30am-12.30pm

E: info@bethanychristiantrust.com

W: <https://www.bethanychristiantrust.com/>

Tw: <https://twitter.com/bethanychtrust>

Summary: A computer drop-in where you can get help with anything you would do on a computer. Contact Marina to book.

People Know How - Reconnect - Hibernian Community Foundation

North Stand
Easter Road Stadium
12 Albion Place
Edinburgh EH7 5QG

T: 0131 569 0525

W: www.peopleknowhow.org/reconnect

Summary: At the digital group, participant can get help with using devices, finding jobs online, navigating the web and social media, improving financial health, paying bills online, and much more!

Digital Skills Training in the Community EH7

People Know How - Reconnect - Digital Group at The Ripple

198 Restralrig Road South
Craigentinny
Edinburgh EH7 6DZ

T: 0131 569 0525

Opening Hours: Thursday 2.00pm-4.00pm

E: reconnect@peopleknowhow.org

W: www.peopleknowhow.org/reconnect

Summary: At the digital group, participants can get help with using devices, finding jobs online, navigating the web and social media, improving financial health, paying bills online, and much more!

ACE IT

25 Nicolson Square
Edinburgh EH8 9BX

T: 0131 667 2053

E: info@aceit.org.uk

W: <https://aceit.org.uk/>

FB: <https://www.facebook.com/aceitScotland>

Tw: <https://twitter.com/aceitScotland>

Instagram: <https://www.instagram.com/aceitScotland/>

Summary: Do you need help with your laptop, phone or tablet? Our free one-to-one IT coaching sessions for over 50s could be for you. They can help with: Online banking, Grocery shopping, Prescriptions, Emails, Social media, Video calling, Smartphones, Tablets, Word, Excel, Powerpoint.

Digital Skills Training in the Community EH11

Seniors' Computer Club

Fountainbridge Library
137 Dundee Street
Edinburgh EH11 1BG

T: 0131 529 5616

Opening Hours: Drop-in every Monday 2.00pm–4.00pm

E: fountainbridge.library@edinburgh.gov.uk

W: <https://www.edinburgh.gov.uk/directory-record/1229181/fountainbridge-library>

FB: <https://www.facebook.com/FountainbridgeLibrary>

Tw: <https://twitter.com/SWEdinLibraries>

Summary: Seniors' Computer Club drop-in.

Digital Support for phones, tablets and lap tops

Corstorphine Community Centre
5 Kirk Loan
Corstorphine
Edinburgh EH12 7HD

T: 07580 659 676
Opening Hours: Tuesday 10.00am–1.00pm
E: admin@ccchub.online

W: <https://www.corstorphinecommunitycentre.org.uk/>
FB: <https://www.facebook.com/CorstorphineCommunityCentre/>
Tw: <https://twitter.com/CorstorphineCo1>

Summary: Digital Support for phones, tablets and lap tops.

Digital Skills Training in the Community EH14

Digital Support Drop-In

Whale Arts
30 Westburn Grove
Edinburgh EH14 2SA

T: 0131 458 3267
Opening Hours: Monday 1.00pm-3.00pm, Thursday 10.00am-12.00pm
E: info@whalearts.co.uk

W: <https://www.whalearts.co.uk/>
FB: <https://www.facebook.com/WhaleArtsAgency>
Tw: https://twitter.com/whale_arts
Instagram: https://www.instagram.com/whale__arts/
YT: https://www.youtube.com/channel/UC-B-jZk8lq_S4u9UQ2VKQ1g

Summary: A helping hand with all things digital. There is no need to book, pop along whenever you want and stay as long as you feel able. There is no set curriculum so raise the topics you are interested in learning! Equipment is provided but you are welcome to bring your own device.

Digital Support Drop-In

Clovenstone Community Centre
54 Clovenstone Park
Edinburgh EH14 3EY

T: 0131 453 4561

Opening Hours: Fridays 10.00am-12.00pm

E: cld-clovenstone@ea.edin.sch.uk

W: <http://clovenstonecc.weebly.com/index.html>

Summary: A helping hand with all things digital. There is no need to book, pop along whenever you want and stay as long as you feel able. No set curriculum so raise the topics you are interested in learning! Equipment is provided but you are welcome to bring your own device.

Digital Skills Training in the Community EH16

People Know How - Reconnect - Craigmillar Library

101 Niddrie Mains Road
Edinburgh EH16 4DS

T: 0131 569 0525

W: www.peopleknowhow.org/reconnect

Summary: At the digital group, participant can get help with using devices, finding jobs online, navigating the web and social media, improving financial health, paying bills online, and much more!

People Know How - Reconnect - Digital Group at Fisherrow Centre, Musselburgh

F1 Fisherrow Centre, South Street
Musselburgh EH21 6AT

T: 0131 569 0525

Opening Hours: Tuesday 2.00pm-4.30pm

E: reconnect@peopleknowhow.org

W: www.peopleknowhow.org/reconnect

Summary: At the digital group, participant can get help with using devices, finding jobs online, navigating the web and social media, improving financial health, paying bills online, and much more!

Please go to next section

Computing and IT Groups at Ecas

57 Albion Road
Edinburgh EH7 5QY

T: 07500 221 618

Opening Hours: Group 1 Monday 9.30am–12.30pm; Group 2 Monday 1.00am - 3.00pm

E: hello@ecas.scot

W: <https://www.ecas.scot/activities/computing/>

FB: <https://www.facebook.com/EcasScot>

Tw: <https://twitter.com/EcasScot>

YT: https://www.youtube.com/channel/UCFx4zy5KD0uHU_rUGmgSQCw/videos

Summary: Friendly and practical help for people with a physical disability. In a 45 minute one-to-one online session, learn how to use a computer for: Connecting with others through email and chat; Online shopping; Finding information, for example about rights and services; Designing your own cards, audio visual materials like photos and videos.

Digital Skills Training in the Community for those with disabilities

Using the iPad to Support Learners with Physical Difficulties

CALL Scotland, University of Edinburgh
Moray House, Paterson's Land
Holyrood Road
Edinburgh EH8 8AQ

T: 0131 651 6236

E: info@callscotland.org.uk

W: <https://www.callscotland.org.uk/downloads/posters-and-leaflets/using-the-ipad-to-support-learners-with-physical-difficulties/>

FB: <https://www.facebook.com/CALLScotland1983>

Tw: <https://twitter.com/CALLScotland>

YT: <https://www.youtube.com/@callscotland1983/playlists>

Summary: How to use an iPad to support learners with physical difficulties.

Inserting Pictures into a word document

W: <https://support.microsoft.com/en-us/office/insert-pictures-3c51edf4-22e1-460a-b372-9329a8724344?ui=en-us&rs=en-us&ad=us>

Summary: How to insert a picture into a Microsoft Word document.

Computers and Photography

Complete Guide to Importing Your Photos in Windows 10

E: KIDAL@OUTLOOK.COM

W: <https://www.quantumbooks.com/technology/software/how-to-import-photos-from-your-camera-in-windows-10>

Summary: While Microsoft have put a lot of effort for the basic tasks to be as easy as possible, importing photos from any digital camera into Windows 10 is straightforward and is able to be achieved in different ways. In this article, the most common and easiest method to import favourite snaps to the computer will be maintained with only File Explorer and Photos application being required during the process.

Future Learn

E: <https://www.futurelearn.com/info/about/contact-us>

W: <https://www.futurelearn.com/>

Summary: This site covers Digital Skills and much, much, more. Learn 100% online with world class universities and industry experts. Develop hobbies, new skills and career-changing expertise with the flexible courses. Choose from hundreds of short online courses from top universities and specialist organisations

Digital Skills Training Online

Google Digital Garage

W: <https://learndigital.withgoogle.com/digitalgarage/?msclkid=4d2c2c37c07011ecb87099da43280305>

Summary: Develop new skills for a digital world while learning at a personal pace, with flexible and personalised training courses designed to build confidence. Discover tools to make every business succeed as well as improve interview skills and prepare for the desired career.

How to use Zoom for the first time

AgeUK

E: info@agescotland.org.uk

W: <https://www.ageuk.org.uk/bp-assets/globalassets/trafford/how-to-use-zoom-for-the-first-time.pdf>

W: <https://www.ageuk.org.uk/>

Summary: Age UK explains how to use Zoom for the first time.

Digital Skills Training Online

Independent Age - Hi Digital

E: <https://www.vodafone.co.uk/newscentre/hi-digital/contact/>

W: <https://www.vodafone.co.uk/newscentre/hi-digital/>

Summary: Hi Digital' is a step-by-step course designed for anyone who needs a bit of help developing their digital skills, particularly those who have rarely been online (often 65+ years old). 'Hi Digital' is a free online course developed by Vodafone Foundation. The course consists of bite-size lessons organised around key digital themes including: The basics of internet access and how to use online devices; An essential guide to apps and features that can enhance daily life and combat isolation. Participants can work independently or alongside a buddy over a number of weeks to complete all of the lessons. Individuals may have assistance from their children, grandchildren, or other people from their community.

Learn My Way

Good Things Foundation
3rd Floor, 1 East Parade
Sheffield S1 2ET

T: 0114 349 1666

E: hello@goodthingsfoundation.org

W: <https://www.learnmyway.com/>

FB: <https://www.facebook.com/goodthingsfoundation>

Tw: <https://twitter.com/goodthingsfdn?lang=en>

YT: <https://www.youtube.com/channel/UCuxFa-6Mrjjz52WQ5FsLiSA>

Summary: This site has free online courses for beginners helping to learn digital skills to stay safe, connected and to make the most of the online world.

Digital Skills Training Online

IT User Skills

T: 0800 001 5910

E: enquiries@freecoursesinscotlad.co.uk

W: <https://freecoursesinscotland.co.uk/it-user-skills/>

Summary: This free online course aims to develop knowledge, understanding and competence in a range of different IT areas: Using IT to increase productivity; IT software fundamentals; IT security for users; Presentation software; Spreadsheet software.

My World of Work

E: mywow.support@sds.co.uk

W: <https://www.myworldofwork.co.uk/learn-and-train/find-free-online-courses>

Summary: Find free online courses. Online courses are a flexible way to learn. Click on the link above to find out more.

Digital Skills Training Online

Scottish Digital Academy

Scottish Government

Area 1G South

Victoria Quay

Edinburgh EH6 6QQ

E: <https://www.digitalacademy.gov.scot/contact-us>

W: <https://www.digitalacademy.gov.scot/w/>

Summary: This Academy provides high quality professional learning and training to build digital skills and capability across the public and third sectors in Scotland. The aim is to support the transformation of services by being focussed on the needs of citizens, maximising the use of digital technologies and using new ways of working. Courses are either free or paid for.

The Open University

Open Learn

E: openlearn@open.ac.uk

W: <https://www.open.edu/openlearn/>

Summary: OpenLearn continuously responds to the World's need for free and relevant higher education and gives people opportunities to study that they would not otherwise have had. It currently hosts around 35,000 pages of high-quality resources, including over 1,000 courses totaling 13,000 study hours.

Digital Skills Training Online

The Skills Toolkit - Free courses to help you learn new skills or get a new job

E: <https://nationalcareers.service.gov.uk/contact-us>

W: <https://theskillstoolkit.campaign.gov.uk/>

FB: <https://www.facebook.com/NationalCareersService>

Tw: <https://twitter.com/NationalCareers>

Summary: Learn about: practical maths; computer essentials; personal growth and wellbeing; professional development; business and finance; digital design and marketing; computer science and coding.

Using Google Maps

W: <https://support.google.com/maps/?hl=en#topic=3092425>

Summary: How to use google maps.

Please go to next section

Edinburgh Computer Recycling

Parkwood Industrial Estate
Godstone RH9 8JJ

T: 0129 373 1222

E: info@cprcomputerrecycling.co.uk

W: <https://www.cprcomputerrecycling.co.uk/crcd/area/Edinburgh-Computer-Recycling/county/Edinburgh/>

Summary: This service collects redundant IT equipment for free and then cleans and fully refurbishes each item prior to being re-sold for personal or business use.

Repairing and Recycling Computers

Edinburgh Remakery

13a Newkirkgate Shopping Centre
Leith
Edinburgh EH6 6AD

T: 0770 847 7136

Opening Hours: Tuesday-Saturday 11.00am-3.00pm

E: hello@edinburghremakery.org.uk

W: <https://www.edinburghremakery.org.uk>

FB: <https://www.facebook.com/TheEdinburghRemakery/>

Tw: <https://twitter.com/EdinRemakery>

Instagram: <https://www.instagram.com/theedinburghremakery/>

Summary: The Remakery is an environmental social enterprise with a vision to create a culture of sustainable, waste-free living, and protect our planet for future generations. Reconditioned laptops and computers are for sale on the website online shop which promises to be a one-stop shop for all affordable, refurbished IT equipment needs. A continued committed to supporting low income and vulnerable members of our community while bringing back popular IT repair appointments.

Pass it On

14 Wardie Avenue
Edinburgh EH5 2AB

T: 0131 476 1645

Opening Hours: Monday 10.00am–4.00pm, Tuesday, Friday 10.00am–3.00pm, Thursday 10.00am–9.00pm

E: admin@passitoncomputers.co.uk

W: <http://www.passitoncomputers.co.uk/pass-it-on-home/>

Summary: Free computer systems provided to people in the Edinburgh and Lothians postcode area who are unable to access publicly available computers because of a disability or long-term health condition. The option of adapting and customising donated equipment to clients is also available.