



## Digital, data and tech training for small charities and community organisations in London



Join Superhighways for a series of short, practical courses to help you develop your digital, data & tech skills this Spring and Summer.

Free training is funded by Royal Borough of Kingston upon Thames or The National Lottery Community Fund.

Courses with a fee are inclusive of VAT.



**Cyber security basics: an intro to cybersecurity for everyone**

**14 April, 2pm to 3.15pm - FREE**

**AI for fundraising (Kingston groups only)**

**27 April, 10.30am to 1pm - FREE**

**Excel 3-part series**

**29 April, 6, 13 May, 11am to 1.30pm - £120.00**

**Intro to M365 file storage - One Drive, SharePoint and Teams**

**30 April, 10.00am to 11.30am - FREE**

**Cyber security basics: an intro to cybersecurity for everyone**

**12 May, 2pm to 3.15pm - FREE**

**Introduction to email marketing**

**13 May, 10am to 11.30am - FREE**

**Outlook features to manage your busy inbox**

**20 May, 10am to 11.30am - £30**

**Create your impact report in 1 day using Canva (Kingston only)**

**21 May, 10am to 4pm - FREE**

**Microsoft Teams essentials for better team collaboration**

**3 June, 10am to 11.30am - £30**

**Cyber security basics: an intro to cybersecurity for everyone**

**3 June, 2pm to 3.15pm - FREE**



*Turn over for more courses!*

[info@superhighways.org.uk](mailto:info@superhighways.org.uk)

[superhighways.org.uk/e-news](https://superhighways.org.uk/e-news)



# Digital training for small charities and community organisations in London



## Microsoft Copilot AI essentials

9 June, 10am to 11.30am - £30

## Canva for video editing

11 June, 10am to 12.15 - £42

## Easy email marketing with EmailOctopus

17 June, 10am to 1pm - £60



## Geomap your data - visualising post codes on a map (Kingston only)

18 June, 10am to 12.30pm - FREE

## Microsoft Planner essentials for team tasks & project management

23 June, 10am to 11.15 - £24



## A brief introduction to Google Workspace

25 June, 10am to 11.30 - FREE

## Cyber security basics: an intro to cybersecurity for everyone

1 July, 2pm to 3.15pm - FREE

## Create your impact report in 1 day using Canva

2 July, 10am to 4pm - £96



## Microsoft Bookings essentials for simple appointment scheduling

7 July, 10am to 11.15am - £24

## Let's play with Canva AI: An introduction to Magic Studio

7 July, 10am to 12pm - £42



## How to book

Visit our website to book your place. You can request an invoice for chargeable events.

[bit.ly/Superhighways-Training](https://bit.ly/Superhighways-Training)



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