

EMPOWERING
INDIVIDUALS IN
NORTH WALES

DIGITAL SKILLS PATHWAY TOOLKIT



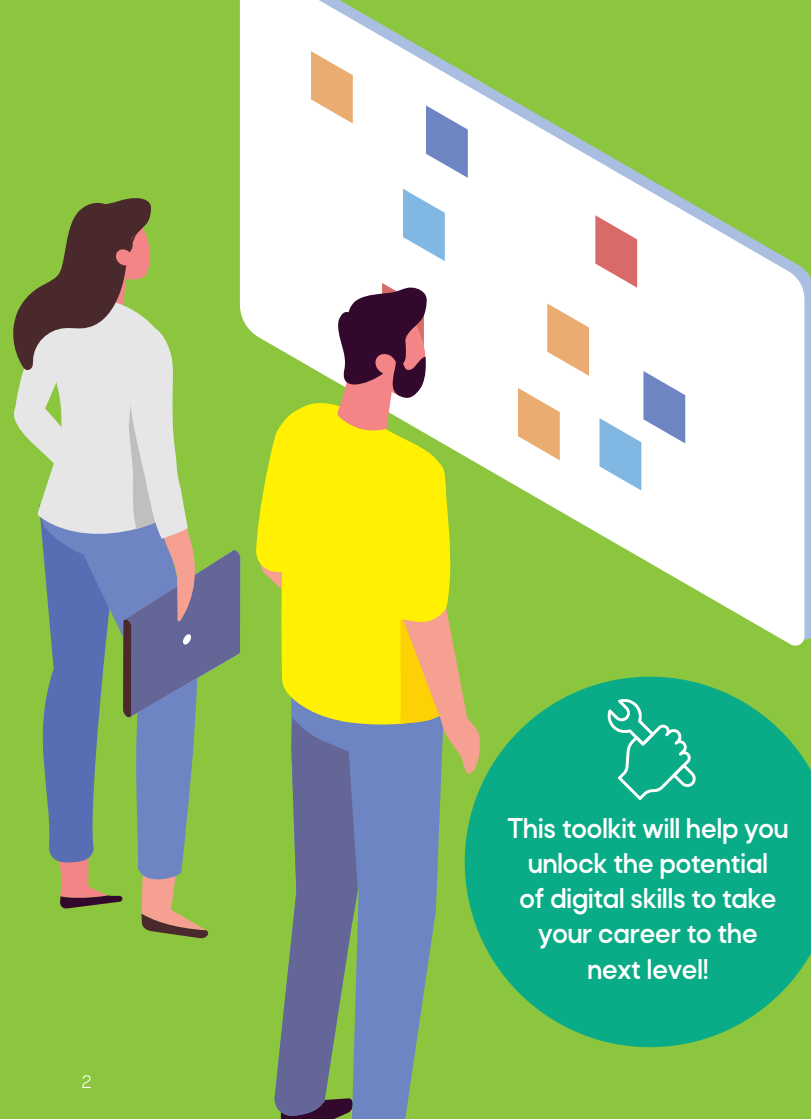
Partneriaeth Sgiliau Rhanbarthol
Gogledd Cymru
North Wales
Regional Skills Partnership

Welcome

In today's technology driven world, digital skills are essential for success and personal growth. Whether you're looking to enhance your current career or explore new opportunities, this toolkit is designed to help individuals in North Wales build and improve their digital capabilities. From foundational skills to advanced expertise, you'll find resources to guide your journey in the digital era.

Inside, you'll find:

- Information on the importance of digital skills and how they can improve your employability, productivity, and creativity.
- Clear explanations of different digital skill levels, from basic to advanced and why investing in these skills can open up new career paths.
- Local opportunities for skill development, including apprenticeships, microcredentials, part-time courses and certifications. Guidance on how to get started on your digital skills journey, helping you future proof your career in the evolving job market.



This toolkit will help you unlock the potential of digital skills to take your career to the next level!

Why Digital Skills Matter for Individuals?

In today's job market, digital skills are no longer optional they are essential. Whether you're in a technical field or a more traditional industry, digital skills are crucial for:



Improved Employability:

Digital skills are increasingly required in most job roles, with many employers seeking individuals who can navigate digital tools and platforms effectively.



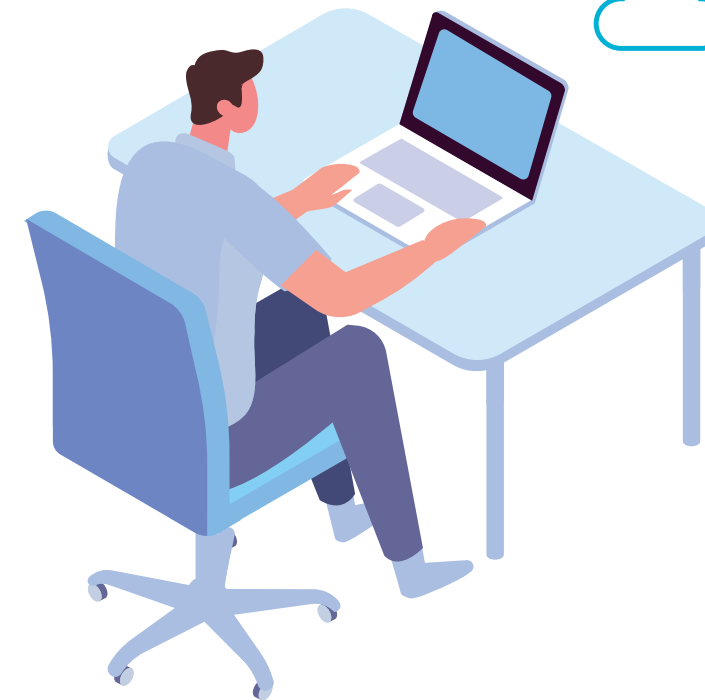
Increased Productivity:

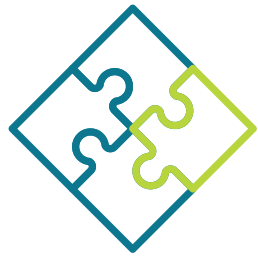
Digital skills can help you streamline tasks, improve work efficiency, and enhance your ability to collaborate with teams, increasing your overall productivity.



Career Growth & Innovation

With the digital world rapidly evolving, those with advanced digital skills are better positioned to adapt, innovate, and seize new opportunities in their careers.





Understanding Digital Skills

Digital skills refer to the abilities needed to use digital devices, communication tools, and applications effectively. These skills fall into three main levels: basic, intermediate, and advanced.

BASIC DIGITAL SKILLS:



Basic digital skills form the foundation of digital literacy. These are skills that will help you navigate your daily life and work in the digital world, including:

- **Email: Composing:** sending, and managing emails.
- **Microsoft Office:** Using software like Word, Excel, and PowerPoint to create documents, spreadsheets, and presentations.
- **Internet Navigation:** Searching the web, browsing websites, and using search engines safely.

INTERMEDIATE DIGITAL SKILLS:



Intermediate digital skills are necessary for roles that involve creating and managing digital content, analysing data, or collaborating across teams:

- **Data Analysis:** Using tools like Excel or Power BI to analyse data and create insights.
- **Project Management Software:** Using tools like Trello or Asana to manage tasks and projects effectively, along with CRM (Customer Relationship Management) systems to track interactions and improve customer relationships.
- **Graphic Design Tools:** Using programmes like Adobe Photoshop or Canva to create visual content.

ADVANCED DIGITAL SKILLS:

Advanced skills are essential for high level roles in technical areas or positions that require complex problem solving and innovation:

- **Coding:** Understanding programming languages like Python or JavaScript for software development.
- **Artificial Intelligence (AI):** Understanding AI concepts like machine learning and how they can be applied in real world solutions.
- **Cybersecurity:** Protecting digital systems from cyber threats, data breaches, and ensuring information security.
- **Cloud Computing:** Understanding cloud platforms to store and manage data remotely, enabling flexibility and scalability.



Why Invest in Digital Skills?

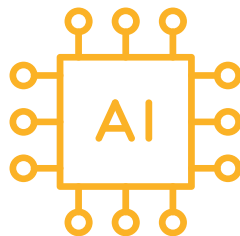
Investing in your digital skills is vital for staying competitive and adaptable in the workforce. The demand for skilled workers in digital fields continues to grow, and individuals who develop these competencies are more likely to:

- **Increase Job Opportunities:** With businesses increasingly relying on digital technologies, having digital skills is a major advantage in securing a job and advancing your career.
- **Stay Ahead of Industry Trends:** Digital innovation is shaping industries across the board. By developing new skills, you can stay at the forefront of new trends, enhancing your career prospects.
- **Boost Personal Productivity:** Mastering digital tools helps you work more efficiently, saving you time and effort, and enabling you to focus on more complex tasks and responsibilities.

Artificial Intelligence (AI)

As technology continues to evolve, AI is transforming industries and reshaping the job market. With 75% of companies planning to integrate AI in the next five years, it's essential for individuals to develop the skills necessary to stay competitive.

While AI will create new job opportunities, it will also change existing roles, requiring workers to learn new skills to remain relevant.

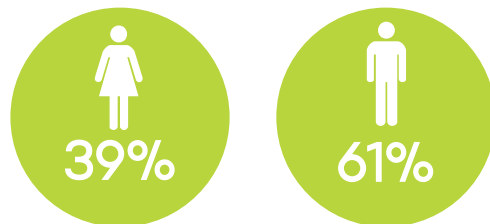


"Digital skills are no longer optional – they are essential for people to innovate, grow, and remain competitive in today's world. This Digital Skills Pathway Toolkit is a vital resource for anyone looking to enhance their skills and prepare for the challenges of the future. At M-SParc, we see firsthand how digital upskilling drives personal success, and we fully support this initiative to help individuals in North Wales improve their digital capabilities."

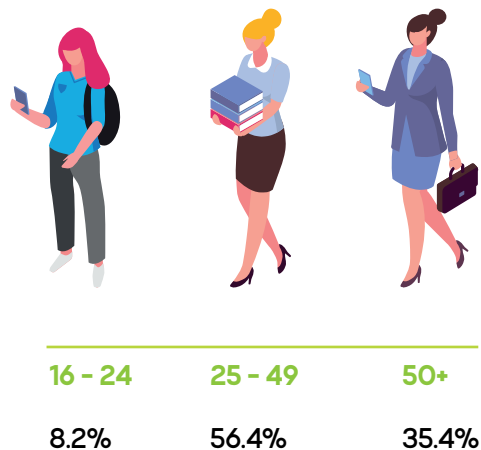
Pryderi Ap Rhisiart, M-SParc - Managing Director and RSP Digital Skills Employer Cluster Chair

Creative and Digital Workforce Profile

GENDER



AGE



High Demand for Digital Skills – Unlock New Career Opportunities!

The digital world is rapidly evolving, and there's a growing demand for these in-demand skills:

- **Cybersecurity:** Protect yourself and organizations from digital threats.
- **Data Engineering & Analysis:** Turn data into powerful insights for better decision-making.
- **Cloud Engineering:** Learn how to design scalable, efficient digital solutions.
- **Programming & Codin:** Develop the skills to lead the digital transformation.

Most Valuable Tools & Technologies to Master:

- **Cloud Platforms (AWS, Azure):** Improve your efficiency and collaboration in the digital workplace.
- **Database & Data Science Tools (SQL, Pandas, NumPy):** Learn how to harness data for smarter, data-driven decisions.
- **Development & Scripting (React, HTML/CSS, CI/CD, Git):** Stay ahead by mastering tools that drive fast-paced innovation.



Upskilling: It's Easier Than You Think!

Top learning options for your digital growth:

Short Courses & Mentoring – Flexible and accessible training that fits your schedule.



Apprenticeships & Funded Training – Affordable ways to gain high impact digital skills.



A More Diverse and Inclusive Digital Future Awaits!


- Great potential for more diversity in digital roles – be part of the change.
- AI & Emerging Technologies will drive future success – now is the time to get ahead!

Take Action and Build Your Digital Career Today!

- Explore Digital Apprenticeships – A great way to gain hands-on experience while learning.
- Align Skills to Industry Trends – Stay relevant and ahead of the curve with the latest digital skills.
- Champion Diversity – Embrace a variety of digital roles that cater to different backgrounds and skills.

Pathways to Digital Skills Development

No matter where you are in your career, there's always a pathway for you to enhance your digital skills and stay ahead in today's evolving job market!



Course	School	College	University	Workplace
Welsh Bacc	✓			
GCSE	✓			
L2 Apprenticeship		✓		✓
L2 Enhanced IT Qualification		✓		
L2 Qualification		✓		
L3 Apprenticeship		✓		✓
L3 Enhanced IT Qualification		✓		
L3 Qualification		✓		
A Level	✓	✓		
L4 Apprenticeship		✓		✓
L4 Qualification		✓		
Degree Apprenticeship		✓	✓	✓
Full Time Degree			✓	
Msc			✓	
PhD			✓	

Apprenticeships

Apprenticeships aren't just for those starting a new job, they're also a valuable opportunity to upskill and reskill if you are already employed. Digital apprenticeships can help you stay ahead of technological advancements, boosting your knowledge and opening doors to new opportunities, while also enhancing productivity and innovation in your field.

APPRENTICESHIPS (LEVEL 2 – 3)

Framework	Level	Providers in North Wales
Digital Skills for Business	Levels 2, 3	Grwp Llandrillo Menai (GLIM) Coleg Cambria ALS Training
Software Developer	Levels 3, 4	GLLM ALS Training
Data Analyst	Level 3, 4	ALS Training
Cyber Security Analyst	Levels 3, 4	ALS Training
Digital Content Design	Levels 3, 4	ALS Training
Digital Infrastructure Engineering	Levels 3, 4	Coleg Cambria ALS Training
User Centered Design (UCD)	Levels 2, 3, 4	ALS Training
Telecoms Professional	Levels 2, 3, 4	Contact providers to discuss need

DEGREE APPRENTICESHIP QUALIFICATIONS (LEVEL 6)

Applied Software Engineering	
BSc (Hons) in Applied Software Engineering	Bangor University Grŵp Llandrillo Menai Coleg Cambria
BSc (Hons) Computing	Wrexham University
BSc (Hons) in Applied Software Engineering	Open University
Applied Data Science	
BSc (Hons) Applied Data Science	Bangor University Grŵp Llandrillo Menai Coleg Cambria
Applied Cyber Security	
BSc (Hons) Applied Cyber Security	Bangor University Grŵp Llandrillo Menai Coleg Cambria
BSc (Hons) Cyber Security	Wrexham University



To find out more about **apprenticeships** visit **NW Skills Portal | For Individuals | Open Doors to Opportunities : Portal**

Full Time and Part Time Courses Including Microcredentials

A wide range of courses is available to help you upskill and reskill at any stage of your career. These courses come in various levels and can be fully funded, partially funded, or commercially provided, making it easier for you to invest in your personal development.

Whether you're looking to enhance your digital skills, technical expertise, or leadership capabilities, there are flexible learning options available to suit your needs. Here are some examples of digital courses available in North Wales that can help you level up:

- Cybersecurity (e.g., threat detection, ethical hacking, risk management)
- Data Analysis & Big Data (e.g., Excel for business, SQL, Python for data science)
- Software Development (e.g., coding in Python, JavaScript, app development)
- IT Systems & Networking (e.g., cloud computing, IT support, network security)
- Digital Marketing (e.g., SEO, social media management, content creation)
- E-commerce & Business IT (e.g., website development, CRM systems, online sales strategies)
- Animation & Multimedia (e.g., graphic design, video editing, 3D modelling)
- Digital Health Technologies (e.g., healthcare data management, AI in healthcare)



For more information on [developing your skills](#) or [progressing your career](#) visit the [North Wales Skills Portal](#)



How to Get Started

- 1. Identify Your Skills Gap:**
Take time to assess where you need to improve, whether that's in digital literacy or more specialised fields like data analysis or AI.
- 2. Reach Out to Local Training Providers:**
Connect with colleges, universities or independent training providers offering digital courses. Many of these providers also offer tailored solutions for specific industries or roles.
- 3. Consider Apprenticeships or Part-Time Learning:**
Look for opportunities that allow you to learn while you work, helping you gain practical experience while developing your digital skills.

Have you considered learning informally through online platforms?

Free resources like Google Digital Garage, Microsoft Learn, OpenLearn and online guides offer flexible sessions on digital marketing, content creation, MS office tools, cloud computing, and AI – all at your own pace!



Contact and Support

For more information about available digital courses contact these North Wales training providers:

[Coleg Cambria](#)

[Grŵp Llandrillo Menai](#)

[ALS Training](#)

[Bangor University](#)

[Wrexham University](#)

[Open University](#)



Discover a range of local **training and support providers** on the **[North Wales Skills Portal](#)**

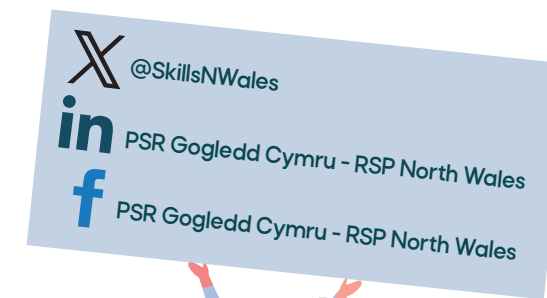


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