DInSAd

Innovative Digital Inclusion of Low Skilled Adult People

O1 - A2 Definition of digital competences for adults

The aim of this document is to define specific **key digital competences required by low skilled adults in order to improve the quality of their professional and personal lives**. Partners considered the existing good practices collected (through EU and non-EU projects) and their previous experience on the topic.

The authors envisage that this document might have relevant **impact** on:

1. Enhancing the quality and variety of learning opportunities available for low skilled adult people;

2. Supporting the European Commission in implementing DigComp 2.1 for all European citizens, irrespective their age and/or level of education;

3. Disseminating the concept of digital inclusions both at professional and personal levels for low skilled adult people in Europe;

4. Emphasizing the transparency and recognition of skills.

MAP OF DIGITAL COMPETENCIES FOR LOW SKILLED ADULTS:	
BASIC/FOUNDATION:	To learn the necessary skills and knowledge for basic computer and Internet use. To understand about computer hardware and software, to be able to handle files and folders and know how to work with the icons and windows on a computer screen. To recognize security problems and to solve some of them.
E-VERYDAY LIFE/E-PARTICIPATION/ COLLABORATION/ E-CITIZEN:	To learn how to create a simple document, browse the Internet and use e-mail.
OUTDOOR	Browse and retrieve online news about cinema, books, readings, museums and music. Find information about travel schedules (air, train, bus), seat availability, availability of holidays, hotel occupancy etc. Try to install and use an app.
SHOPPING	Be aware of on-line services such as leisure, shopping, local entertainment. Try to install and use an app.
BUSINESS	Browse to retrieve corporate information and be aware of online banking services. Browse employee news, search for a job, find out about employment, pension rights or pension funding. Try to install and use an app.
SOCIAL	Browse and retrieve information about social media, community groups, voluntary organisations, special interest groups, discussion groups, message boards etc. Try to install and use an app.