

## Transcript for Being digital: Developing essential skills for study, work and life online

I'd been doing the same job for a long time now and I really wanted a change. I spotted a great opening, but it said I would need to be really confident communicating online.

I would be using social media such as twitter. I thought only celebrities did that! It's a global organisation, which sounds really exciting. But a key part of the job would be to communicate with colleagues in different countries using various online tools. I didn't know where to start!

How could I be more digital?...digital...digital

I came across a useful looking site by the OU Library, called Being digital, and I thought I'd take a look. Not only did it cover the areas I needed, but I could clearly see which activities would be most useful for building my online communication skills. I learnt how to manage my digital identity and use the right online tools to communicate with other people.

Now I can search effectively online, post to my favourite blog 'groovy-goldfish.com' and write a cracking tweet! And because the activities were in short chunks I could easily fit them into my day. Not only did this help me get the job I wanted but I also found out how to organise my online files so I could access them anywhere. Brilliant!

Summary screens: Being digital is a collection of short, interactive activities to help you develop essential skills for study, work and life online. Try 'being digital' for yourself <a href="www.open.ac.uk/libraryservices/bob-being-digital">www.open.ac.uk/libraryservices/bob-being-digital</a>

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