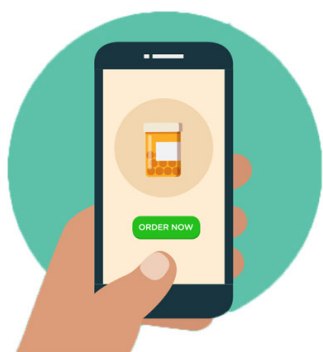


# HELPING YOU GET ONLINE



It can be difficult to access services, keep in touch or keep up to date if you're not online.

The services listed below may be able to help you.

## ACCESS TO A DEVICE

### Refurbished desktop computers and laptops

Buying a computer can be difficult if you are on a low income.

To help, we are partnering with Mer-IT – a charity that refurbishes desktop and laptop computers so they can be provided **free to households on a low income.**

They have a small number of devices available to give residents who **live in the Square Mile and live in a household that receive support from the Council Tax Reduction Scheme because they are on a low income.**

If that is you – or someone who lives in your household – use the form on the other side of this leaflet to apply. We will check your details, and share them with Mer-IT so they can make contact when they have a laptop or desktop computer available.

### City of London Libraries

Public computers at Shoe Lane (**020 7583 7178**) and Artizan Street (**020 7332 3810**) Libraries are available Monday to Friday for City residents. Free one-hour slots are available during library opening hours. Phone ahead to book a session.

### Age UK

If you are aged 60+ Age UK can help you get online. This could be by supplying you with a laptop or tablet, helping towards the cost of Wi-Fi, or 1:1 support over the phone or via videochat.

Age UK also offer a programme of online activities to keep you connected. Call Alice on: **0203 488 6884**

# OR LOOKING TO IMPROVE YOUR DIGITAL SKILLS?

## Adult Skills & Education

The team are offering the Essential Digital Skills qualification, contact **07702 821650** or email **apprenticeships@cityoflondon.gov.uk** to find out more or enrol.

There is also a full programme of online courses, and laptop loans are available for those without their own devices.

## Learn My Way

Type **LearnMyWay.com** into your search bar to get free guides from Good Things Foundation on how to get started with using computers.



**If you know someone who could benefit from any of these services, please share this leaflet with them.**

## TO APPLY FOR THE MER-IT SCHEME, COMPLETE THE BELOW FORM

IF YOU ARE COMPLETING FOR SOMEONE ELSE, PLEASE PROVIDE THEIR DETAILS

Take this form to either Artizan Street Library, Barbican Library or Shoe Lane Library

<b>Full Name</b>	_____	<b>Address</b>	_____
<b>Postcode</b>	_____		_____
<b>Email address</b>	_____		_____
<b>Phone number</b>	_____		_____
<b>How many people live in your household?</b>		<b>Do you have space for a desktop computer?</b>	<input type="checkbox"/> Yes
<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 or more			<input type="checkbox"/> No
<b>How many computers are there in your household?</b>		<b>I consent to my details being shared with Mer-IT?</b>	<input type="checkbox"/> Yes
<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 or more			<input type="checkbox"/> No
<b>Date</b>	_____	<b>Signed</b>	_____

Due to limited supplies there is no guarantee a device can be provided, though applicants can be added to a waiting list. Only one device can be given per eligible household. The City is not responsible for the misuse of any device and cannot replace or repair a lost or damaged device.

### Privacy Notice

The Digital Inclusion Project will be capturing some personal information that includes, names, emails addresses and phone numbers, no further information will be collected. We will use the data to assess your entitlement to receive support from the City of London Digital Inclusion offer, including schemes and projects that may be of interest to you. We will only use this information for its intended purposes. If there is a cause to use your information for any other reason, we will ensure that you are contacted beforehand. Personal data will be held for no longer than one year (twelve months) at which point it will be deleted from our records. The information that is collected will not be shared outside of the UK. Please refer to the full Digital Inclusion Privacy Notice for more information, this can be found at **[www.cityoflondon.gov.uk/privacy](http://www.cityoflondon.gov.uk/privacy)** or you can ask for a printed copy at one of our libraries.