

DIGITAL SKILLS & YOUTH OPPORTUNITIES

Your Digital Future: A Starter Booklet

A welcoming, practical starting point for young people aged 15–24 who want to explore digital skills, creativity and enterprise in Bolton.



Owner-supplied image, approved for public use.

You do not need previous experience. You can start with curiosity.

Welcome

Live Local. Trust Local. connects local businesses with residents. Through Genuine Futures CIC, young people can learn by trying supported, real-world activities linked to the directory and community organisations.

You might research a local business, take a photograph, write a short article, plan a social post, edit a video, or build evidence for your portfolio.

Real projects are supported and supervised. This booklet does not promise a job, qualification or paid work — it helps you explore what you enjoy and what you want to learn next.

What are you interested in?

- Research and local information
- Photography
- Video and editing
- Writing and blogging
- Social media
- Marketing
- Websites and design
- Enterprise and business

Circle three interests or write your own:

Digital skills self-check

There are no wrong answers. Mark 1 for “new to me”, 2 for “I have tried it”, and 3 for “I feel confident”.

Skill	1	2	3
Find reliable information online			
Write clearly for a reader			
Take a useful photo			
Record or edit a short video			
Write an alt-text description			
Plan a social post			
Ask a good interview question			
Organise files and folders			
Show my work in a portfolio			

One skill I would like to practise first:

Finding My Future reflection

Take your time. These prompts are about direction, not perfect answers.

Something I enjoyed doing recently:

A place, person or activity that made me curious:

Something I would like to feel more confident about:

One small next step I could try:

Online safety, consent and support

- Use strong passwords and never share them.
- Do not share private addresses, school details, passwords or personal documents in a project.
- Photos and videos need permission before they are used publicly.
- Alt text helps people understand images; consent helps protect people in them.
- If something online feels wrong, pause and speak to a trusted adult, session leader or safeguarding contact.

Who I can speak to for support:

Before taking part, a parent or guardian will be asked to give consent and talk through the activity, contact arrangements and any media permissions.

Try it: a sample supervised business brief

Brief: Help a fictional planning exercise about a Bolton café improve its directory page. This is practice only; no real business claims are made.

- Write three questions you would ask the café owner.
- Choose one photo idea and write alt text for it.
- Draft a 60-word description using only facts you have checked.
- Note what you would ask a supervisor to review before publication.

My three questions

My alt-text idea

What I tried, learned and want next

Use this page after an activity, workshop or practice brief.

I tried:

I learned:

I found this challenging:

Next, I would like to try:

A supervisor or trusted adult could help me by:

Register your interest

Ready to explore your digital future? Use the short interest form on the website. We only ask for the basics: your name, age band, preferred contact method, interests and availability.

If you are under 18, we will contact a parent or guardian before participation. You can also ask for support with the form.



Scan to open the young people's page.

Website: <https://livelocaltrustlocal.co.uk/for-young-people>

Email: hello@genuinefutures.co.uk

Remember: this is a supportive starting point. It does not guarantee employment, a qualification or paid work.