

Fife Digital Directory

This booklet explains where you can get free access to computers and the internet in Fife, and where you can learn more about how to use them.



It's broken down into two main sections:

SECTION 1

Where can I get access to a computer and the internet?

lists all the places that you can use a computer, access free wifi, or access a printer. These locations are perfect if you already know how to use a computer and just need access to one. Different locations have different facilities, so this section shows what's available at each one.

SECTION 2

Where can I improve my computer skills?

explains where you can learn more about using computers and the range of support that's available. If you're not confident using a computer on your own but would like to learn more, these courses and support services can help.



SECTION 1

Where can I get access to a computer and the internet?

The tables in this section show where you can get free to access computers and the internet as well as any other facilities available at each location.



Libraries

It's free to use the computers at your local library but there is a small charge if you want to use the printer. If you're not already a member of the library, you'll need to join – it's completely free, you just need to bring along some ID the first time you attend. We'll give you your library membership card right away – this card will let you get on the internet and access the free wifi.

Access to the computers is limited by their availability. If you really need access to a computer at a certain time it's best to book one in advance by phoning the library.

Library staff are available to help you use the computers, but they can't offer any advice about what you do online. For example, they can't help you write a CV, do your online banking or complete a feedback form. If you need help with something like this, they'll be happy to suggest one of our digital skills courses or point you to one of our partner organisations who can help.

Fife Libraries	Address	Booking Number
Burntisland Library	102 High Street, Burntisland, KY3 9AS	01592 583203
Cowdenbeath Library	41 High Street, Cowdenbeath, KY4 9QA	01383 602363
Cupar Library	33 Crossgate, Cupar, KY15 5AS	01334 659367
Dulloch Library	Nightingale Place, Dunfermline, KY11 8LW	01383 602208
Dunfermline Carnegie Library & Galleries	1 Abbot Street, Dunfermline, KY12 7NL	01383 602365
Inverkeithing Library & Heritage Centre	Church Street, Inverkeithing, KY11 1PA	01383 602471
Kirkcaldy Galleries	War Memorial Gardens, Kirkcaldy, KY1 1YG	01592 583206
Leven Library	16 Durie Street, Leven, KY8 4HE	01334 659373
Lochgelly Library	Bank Street, Lochgelly, KY5 9RD	01592 583381
Lochore Library	Flockhouse Avenue, Ballingry, KY5 8JH	01592 583526
Methil Library	Wellesley Road, Methil, KY8 3PA	01334 659374
Oakley Library	Station Road, Oakley, KY12 9RJ	01383 602369
Rosyth Library	Parkgate, Rosyth, KY11 2JW	01383 602370
Roths Halls Library	Roths Square, Glenroths, KY7 5NX	01592 583387
St Andrews Library	Church Square, St Andrews, KY16 9NN	01334 659378
Templehall Library	Beauly Place, Kirkcaldy, KY2 6EX	01592 583210

The libraries listed above have 2 or more computers. Please see the full list of libraries on the following link: www.onfife.com/libraries-archives/library-services/computer-access

Job centres

You can use computers and access the internet at your local Jobcentre Plus offices, too. You'll need to book the computer in advance by calling the appropriate number below:

Jobcentre	Number of Customer Computers	Hours available each day	Contact telephone number to book time on computer
Cowdenbeath Jobcentre	9	Mon, Tue, Thur & Fri – 9.00 to 17.00 Wed 10.00 to 17.00	01383 315410
Cupar Jobcentre	6	Mon, Tue, Thur & Fri – 9.00 to 17.00 Wed 10.00 to 17.00	01334 413718
Dunfermline Jobcentre	12	Mon, Tue, Thur & Fri – 9.00 to 17.00 Wed 10.00 to 17.00	01383 813814
Glenrothes Jobcentre	8	Mon, Tue, Thur & Fri – 9.00 to 17.00 Wed 10.00 to 17.00	01592 253628
Kirkcaldy Jobcentre	12	Mon, Tue, Thur & Fri – 9.00 to 17.00 Wed 10.00 to 17.00	01592 253292
Leven Jobcentre	5	Mon, Tue, Thur & Fri – 9.00 to 17.00 Wed 10.00 to 17.00 Please note we do not close at lunch time.	01333 593522
St Andrews Jobcentre	2	Mon, Tue, Thur & Fri – 9.00 to 17.00 Wed 10.30 to 17.00 Late opening on a Wednesday. St Andrews office closed everyday between 12.30 and 13.30.	01334 413720



Skills Development Scotland offices

If you need to use a computer to write a CV, complete an online application form or search for jobs, you can access computers and printers free of charge at Skills Development Scotland (SDS) offices. Within the centre qualified Careers Advisers are on hand to support you with all aspects of looking for and applying for work, as well as information about training, education and funding.

These facilities can only be used for job related purposes. Contact details and opening times are listed below.

SDS Office	Address	Hours available each day	Contact telephone number to book time on computer
Dunfermline Centre - Skills Development Scotland	29 East Port, Dunfermline, KY12 7JG	Mon, Tue, Thur & Fri – 9.00 to 17.00 Wed 10.00 to 17.00	01383 745610
Kirkcaldy Centre - Skills Development Scotland	43-45 Whytescauseway, Kirkcaldy, KY1 1XF	Mon, Tue, Thur & Fri – 9.00 to 17.00 Wed 10.00 to 17.00	01592 645180



Can only be
used for CV's
& Jobsearch



Skills
Development
Scotland

SECTION 2

Where can I improve my computer skills?

Across Fife there is a range of support available to help you get online. This support is available in 3 ways:

1. Digital skills courses
2. Community job clubs
3. Volunteer support

Digital skills training courses are running all the time. You can start a course at a time that's convenient for you and you'll be supported in a friendly and informal environment while you learn.

Do you need help accessing online job searches, email and your journal for DWP?

The digital skills courses running in centres across Fife are free with friendly tutors on hand to support you. There's no need to wait you can get onto a course straight away.

There are two levels of digital skills course:

LEVEL 1 is for people who have never used a computer mouse and keyboard. It's perfect if you have no computer skills or very basic computer skills.

LEVEL 2 is for people with some experience of using a computer. You will learn how to use new applications and online services. Your digital skills will be developed to help you with your job searching.

If you'd like to improve your reading and writing skills at the same time as learning digital skills then choose a course marked with "literacies".

For a confidential chat about improving our literacies skills please contact Freephone 0800 7835161.

The table below shows the places you can book onto digital skills courses. To book onto any of these courses, you can email: digitalskills@ffe.gov.uk, or phone the learning centre in your area using the numbers below.

Area	Venue	Day	Time	Digital Skills 1	Digital Skills 2	Digital Skills with Literacies	Telephone Number for booking places
Cowdenbeath	Kelty Community Centre, 92 Main Street, Kelty	Mon	13.00 - 15.00	✓	✓	✗	01383 602343
	Benarty Community Centre, Flockhouse Avenue, Ballingry	Wed	10.00 - 12.00	✓	✓	✗	01592 583385
Dunfermline	Tryst Community Centre Duncan Crescent, Abbeyview	Mon	09.15 - 12.15	✓	✓	✗	01383 602381
		Wed	09.15 - 12.15	✓	✓	✗	
Glenrothes	Lomond Centre, Woodside Way, Glenrothes	Mon	09.45 - 11.45	✓	✓	✗	01592 583474
	Auchmuty Learning Centre, 81 Alexander Road, Glenrothes	Tues	09.30 - 11.30	✓	✓	✗	
		Wed	09.30 - 11.30	✓	✓	✗	
	Exit Community Centre, Glamis Centre, Glenrothes	Wed	12.30 - 14.30	✓	✓	✗	
	Auchmuty Learning Centre, 81 Alexander Road, Glenrothes	Thurs	09.30 - 11.30	✓	✓	✗	
		Thurs	12.30 - 14.30	✓	✓	✗	
Exit Community Centre, Glamis Centre, Glenrothes	Fri	09.30 - 11.30	✓	✓	✗		

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Area	Venue	Day	Time	Digital Skills 1	Digital Skills 2	Digital Skills with Literacies	Telephone Number for booking places
Kirkcaldy	Kirkcaldy East Local Office, Park Road, Kirkcaldy	Tues	13.00 - 15.00	✓	✓	✓	01592 583475
	Templehall Learning Centre, Beauly Place, Kirkcaldy	Tues	10.00 - 12.00	✓	✓	✓	
Levenmouth	The Centre, Leven, Commercial Road, Leven	Mon	10.30 - 12.30	✓	✓	✗	01334 659350
	Buckhaven Community Centre, Kinnear Street, Buckhaven	Mon	13.00 - 15.00	✓	✓	✗	
	Buckhaven Community Centre, Kinnear Street, Buckhaven	Tues	09.30 - 11.30	✓	✓	✗	
	Methil Community Centre, Bowling Green Street, Methil	Tues	12.45 - 14.45	✓	✓	✓	
	The Centre, Leven, Commercial	Wed	13.00 - 15.00	✓	✓	✗	
	Methil Community Centre, Bowling Green Street, Methil	Thurs	12.45 - 14.45	✓	✓	✓	

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Area	Venue	Day	Time	Digital Skills 1	Digital Skills 2	Digital Skills with Literacies	Telephone Number for booking places
North East Fife	St Andrews Learning Centre, Cosmos Centre, Abbey Walk	Mon	14.00 - 16.00	✓	✓	✓	07515 289947 Or 07932 038041
	CLD Learning Centre, County Buildings, Cupar	Tues	10.00 - 12.00	✓	✓	✓	
	CLD Learning Centre, County Buildings, Cupar	Wed	09.30 - 11.30	✓	✓	✓	
	CLD Learning Centre, County Buildings, Cupar	Wed	13.00 - 15.00	✓	✓	✓	
	CLD Learning Centre, County Buildings, Cupar	Wed	17.00 - 19.00	✓	✓	✓	
	CLD Learning Centre, County Buildings, Cupar	Thurs	09.30 - 11.30	✓	✓	✓	
	Dolphin Centre, Tayport	Thurs	13.00 - 15.00	✓	✓	✓	
	Anstruther Learning Centre, 35 Cunzie Street	Fri	09.30 - 11.30	✓	✓	✓	
South West Fife	Valleyfield Community Centre, Abbey Street, High Valleyfield	Wed	09.30 - 11.30	✓	✓	✗	01383 602372
		Thurs	09.30 - 11.30	✓	✓	✗	
	Parkgate Community Centre, Parkgate, Rosyth, KY11 2JW	Thurs	13.00 - 16.00	✓	✓	✗	01383 411865
		Fri	13.00 - 16.00	✓	✓	✗	

Community job clubs

Need help and advice in completing online job applications? Go along to your local Community Job Club.

Community Job Clubs are run weekly throughout Fife and are open to anyone looking to get back into work or learning. They're run by trained advisors who can tell you what employers are looking for, how to complete application forms, and signpost you to other local support.

They can also advise whether any funding or childcare is available.

The times and locations of your local job club are listed in the tables overleaf. These might change in the future, but you can always see the most up-to-date details online at:

www.fifedirect.org.uk/jobclubs

or call **01592 583659** to find out more.



Community Job Clubs

Area	Location	Day	Time
East Area	Waid Academy, Anstruther	Monday	14.00 - 16.00
	Tayside Institute Community Centre, Newburgh	Tuesday	09.30 - 11.30
	Auchtermuchty Job Club, Community Centre	Tuesday	13.30 - 15.30
	Anstruther Job Club, Anstruther Learning Centre	Wednesday	10.00 - 12.30
	Dolphin Centre, Tayport	Wednesday	14.00 - 16.00
	Leuchars Job Club, Community Centre	Thursday	09.30 - 11.30
	Cosmos Learning Centre Job Club, St Andrews	Thursday	14.00 - 16.00
	Cupar Job Club, County Buildings, Cupar	Friday	10.00 - 12.00 and 14.00 - 16.00
Glenrothes	Collydean Neighbourhood Centre Job Club	Tuesday	09.30 - 11.30
	Lomond Centre Job Club	Tuesday	13.00 - 16.00
	Leslie Library Job Club	Wednesday	10.00 - 12.00
	Auchmuty Learning Centre Welfare and Individual Support Session	Wednesday	15.30 - 17.00
	Auchmuty Learning Centre Job Club	Wednesday	18.30 - 20.30
	Auchmuty Learning Centre Job Club	Thursday	13.00 - 16.00
	Auchmuty Learning Centre Job Club	Friday	13.00 - 16.00

For more information on looking for work, living on a budget and managing benefits visit www.fifedirect.org.uk/benefits

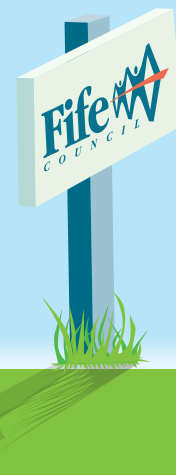
Community Job Clubs

Area	Location	Day	Time
Levenmouth	The Centre, Leven Job Club	Monday	09.30 - 11.30
	Savoy Job Club, Byron Street, Methil	Monday	14.00 - 16.00
	The Centre, Leven Job Club	Tuesday	14.00 - 16.00
	Buckhaven Community Centre Job Club	Wednesday	10.00 - 12.30
	Community Education Centre, Methil Job Club	Wednesday	14.00 - 16.00
	Sandy Brae Job Club, Kennoway	Thursday	14.00 - 16.00
Kirkcaldy	Furniture Plus, Training Room, 7-21 Alexander Street, Dysart	Monday	13.00 - 15.00
	Windmill Campus Job Club	Monday	10.45 – 12.30
	Burntisland Job Club, Burntisland Library	Tuesday	10.00 - 12.00
	Templehall Learning Centre Job Club	Tuesday	13.00 - 16.00
	Kirkcaldy Job Centre, Hunter Street	Wednesday	10.00 - 12.00
	Templehall Library	Wednesday	15.30 - 17.00
	New Volunteer House, East Fergus Place	Thursday	09.30 - 12.00 and 13.00 - 16.00
	Kirkcaldy East Local Services Office	Friday	09.30 - 12.00 and 13.00 - 15.00
	Philp Hall, Links Street, Kirkcaldy	Friday	10.30 - 12.30

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Community Job Clubs

Area	Location	Day	Time
Dunfermline	Broomhead Community Flat, Welfare & Individual Support Session	Tuesday	13.00 - 15.00
	Del Farquharson Centre, Dunfermline	Tuesday	16.00 - 18.00
	Advice Hub, Dunfermline	Wednesday	9.30 - 12.30
	Tryst Community Centre, Welfare & Individual Support Session	Thursday	9.30 - 12.00
	Abbeyview Tryst Job Club	Thursday	13.00 - 16.00
	Dunfermline Advice Hub, Welfare & Individual Support Session	Friday	10.00 - 12.00
South West Area	Valleyfield Job Club	Tuesday	10.00 - 12.00
	Inverkeithing Job Club, Civic Centre	Tuesday	13.30 - 15.30
	Parkgate Rosyth Job Club	Wednesday	10.00 - 12.00
	Kincardine Job Club	Wednesday	13.30 - 15.30
	Oakley Community Centre Job Club	Thursday	13.00 - 15.00
Cowdenbeath Area	Kelty Job Club, Kelty Community Centre	Monday	10.00 - 12.00
	Cowdenbeath Job Club, Cowdenbeath Library	Monday	13.30 - 15.30
	Lochgelly Centre Job Club	Tuesday	10.00 - 12.00
	Benarty Job Club, Benarty Centre	Tuesday	14.00 - 16.00
	Kelty Job Club, Kelty Community Centre	Wednesday	10.00 - 12.00
	Bowhill Job Club, Bowhill Centre	Wednesday	14.00 - 16.00
	Broad Street Community Centre, Cowdenbeath	Thursday	14.00 - 16.00
	Corrie Centre, Cardenden	Friday	10.30 - 12.30



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Do you have computer skills & want to get into Volunteering?

There are
volunteering
opportunities
throughout
Fife!



If you're thinking of volunteering
as a way of getting back into work,
this could be for you!

You'd be helping learners in your own
community to build on their IT skills
to use a computer confidently for...

- Emailing
- Using the Internet
- Tasks required for DWP

For more information contact:
Shirley Moyes
Community Learning & Development
3rd Floor, Rothesay House
Glenrothes KY7 5PQ

Tel: 03451 555555 Ext 471121
Mobile: 07803 575984



supporting you through
Benefit Changes
fifedirect.org.uk/benefitchanges

Fife
COUNCIL

For more information on the volunteering
programme visit: www.digitalfife.com