



International Computer Driving License ICDL CERTIFIED

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| Acronym/Nickname ICDL | | Certification Body ECDL/ICDL Foundation | |
| Description <p>The European Computer Driving Licence (ECDL), or The International Computer Driving Licence (ICDL) for countries outside of Europe, is an internationally recognized qualification, which enables people to demonstrate their competence in computer skills.</p> <p>The ECDL/ICDL is specifically designed for those who wish to gain a basic qualification in IT to develop their skills or to enhance their career prospects. No prior knowledge of IT or computer skills is needed to study for these exams.</p> <p>The ECDL/ICDL raises your level of competency in IT & computer skills and if you pass your ECDL/ICDL exams you will have an industry-recognized qualification. The ECDL/ICDL qualification also has benefits for employers helps to ensure consistent levels of IT ability throughout an organization establishes a tangible IT benchmark for new employees improves the productivity of staff using PCs.</p> | | Certification Level Covered competencies <ul style="list-style-type: none"> • Benchmark ICT Skills • Productivity of the personal computer • Efficiency in Office Applications • Reduction in Hidden IT cost • Shorter Production Times • Better Quality Documents • Create a friendly working environment • Increase Staff Morale • Get a recognized Worldwide Certification • Cost Effective Solution • Validate Computer Knowledge and Skills • Becoming popular in the NZ Work Place • NZQA Approved | |
| Target <p>ICDL is open to anyone regardless of age, gender, education, experience or background.</p> | | Requirements <p>The ECDL/ICDL covers all basic concepts of computing, which is split into 7 modules each of which are examined separately. You must pass all 7 modules to be awarded the ECDL/ICDL certification.</p> | |
| Authorized Testing Center: ACE DIGITAL DATA CORPORATION | | Indicative Fee* £58 | Certification Schedule* |
| <p>* Fees and schedules are subject to change without prior notice, please get in touch with certification body through contact details below</p> | | | |
| Recommended/Preparatory Training <ul style="list-style-type: none"> • Module 1 - Basic Concepts of Information Technology • Module 2 - Using the Computer and Managing Files • Module 3 - Word Processing • Module 4 - Spreadsheets • Module 5 - Databases/Filing Systems • Module 6 - Presentation • Module 7 - Information and Communication | | | |
| Where to get more information: http://www2.icdlus.com/icdlus-lms-webclient/homepage/solutions/certification.html http://www.ace.co.nz/ICDL/ICDLmodules.asp http://www.get-training.com/certification/ecdl.asp Digital Data Corporation +63 2 435-4300 / 921.3928 | | | |