

ECDL - European Computer Driving Licence



📌 Course Aim:

The European Computer Driving Licence (ECDL) is the world's most successful IT skills certification programme. Almost 3 million people are participating in the programme today in over 60 countries worldwide.

The ECDL establishes a standard for everyone who uses a computer in either a professional or personal capacity. It is a certificate that verifies competence in computer use, making the holder readily mobile within Ireland and internationally. Employers and job seekers all agree on the importance of this standard definition of practical competence in Information Technology.

The ECDL consists of 3 main components – a syllabus, a skills card and a question test base, all leading to the European Computer Driving Licence.



📌 Contents & Syllabus:

The ECDL syllabus describes the knowledge and the skills required to achieve the ECDL standard. It covers basic computer skills and the use of common applications in the workplace, the home and in society in general. It is divided into seven modules, 6 practical and 1 theoretical. An on-line test in each module must be passed before the ECDL is awarded.

The tests in these modules do not have to be taken in any specific order. When a candidate registers on an ECDL programme, they receive a Skills Card on which their progress through the seven tests is recorded. When all seven modules are completed, the European Computer Driving Licence (ECDL) is awarded.

📌 Client Profile:

It is important that each client has previous experience and a basic knowledge of Microsoft Windows or Apple Mac systems. Ideally each client would have access to a computer system to maximise learning post training.

We would suggest clients complete the basic introduction to computers prior to attending this training course.

📌 Course Modules:

- Computer Essentials
- Online Essentials
- Word Processing - Microsoft Word 2010 / 2013 / 2016
- Spreadsheets - Microsoft Excel 2010 / 2013 / 2016
- Databases - Microsoft Access 2010 / 2013 / 2016
- Presentations - Microsoft Powerpoint 2010 / 2013 / 2016
- Online Collaboration

📌 Course Location:

Killarney | Macroom | Cork City

📌 Course Duration:

approx 60 hours - night class or
approx 25 hours one-to-one training

Please contact Island Computers for more details.