

European Computer Driving License (level 2 equivalent of 1 GCSE)

- ECDL is the world's number one IT user qualification—and the benchmark for digital literacy in educational systems around the globe.
- ECDL equips you with the skills to use a computer confidently and effectively, building on existing knowledge and motivating further learning.
- The qualification builds a more productive and efficient learner. The course promotes e-learning and automated exam testing to give confidence to all participants.
- ECDL Level 2 in Application Skills is a qualification that employers recognise and look for in school graduates

Units of study:

The course is split into the following four exam units which will be conducted online:

1. Word processing
2. Spreadsheet software
3. Presentation software
4. Improving productivity using IT.

Assessment:

This qualification is the equivalent of a GCSE and is offered at Level 2. Level 2 enables students to gain grades A* to C.

The four tier grading structure gives learners appropriate recognition for their efforts:

- Distinction* 58 points (A*)
- Distinction 52 points (A)
- Merit 46 points (B)
- Pass 40 points (C).

All four units are Exam based, carried out online, are externally marked and there is no coursework element.

Resources:

All students have been given a username and password for a revision site: www.gcflearn.com to help them prepare for their examinations.