



Digital Skills Development

BCS Level 2 Certificate in IT User Skills (ECDL Extra) (ITQ)

- ✓ Presentation Software
- ✓ Spreadsheet Software
- ✓ Word Processing Software
- ✓ Improving Productivity

The European Computer Driving Licence (ECDL) Extra Course builds on a learner's basic knowledge and experience to improve their understanding of computer applications including improving productivity using IT, word processing, spreadsheets and presentation software.

This flexible course is a highly recognised IT qualification in the workplace. It takes 45-60 hours on average to complete and is fully online based learning and can be done in your own time.

To find out more information or if you're interested in enrolling, contact

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