



QCTO
Quality Council for Trades & Occupations



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TRAINING | SYSTEMS | PROFESSIONALS



End-User Computing Qualification

End-User Computing

Course Name

Course Level

Basic End User

Basic EUC-KM-01-Concepts and principles underpinning the Basic use of core computing applications
Basic EUC-KM-02-Basic features of Word Processing Applications
Basic EUC-KM-03-Basic features of Spreadsheet Applications
Basic EUC-KM-04-Basic features of Presentation Applications
Basic EUC-KM-05-Basic features of Electronic Mail Applications
Basic EUC-PM-01-Use basic functionalities of Word Processing, Spreadsheets, Presentation Applications

NQF level 3

NQF level 3
NQF level 3
NQF level 3
NQF level 3
NQF level 3

Intermediate End User

Intermediate EUC-KM-01-Concepts and principles underpinning the Intermediate use of core computing applications
Intermediate EUC-KM-02-Intermediate features of Spreadsheet Applications
Intermediate EUC-KM-03-Intermediate features of Presentation Applications
Intermediate EUC-KM-04-Intermediate features of Electronic Mail Applications
Intermediate EUC-PM-01-Use Intermediate level functionalities of Word Processing, Spreadsheets and Presentation Applications

NQF level 4

NQF level 4
NQF level 4
NQF level 4
NQF level 4

Advanced End User

Advanced EUC-KM-01-Concepts and principles underpinning the Advanced use of core computing applications
Advanced EUC-KM-02-Advanced features of Spreadsheet Applications
Advanced EUC-KM-03-Advanced features of Presentation Applications
Advanced EUC-KM-04-Advanced features of Digital Communications
Advanced EUC-PM-01-Use Advanced Functionalities of Word Processing, Spreadsheets, and Presentation Applications

NQF level 5

NQF level 5
NQF level 5
NQF level 5
NQF level 5

FULL MICROSOFT END USER QUALIFICATION : Total course price has a discount of 3% applied if learner pays for all 16 modules upfront

Contact us for course prices on **073 529 6036** or email us at **info@sapsi.co.za**

Knowledge is the supreme goal - Book your training today!