

Transition Year Programme

<u>Title of Module</u> ECDL - European Computer Driving Licence
<u>Duration of Module</u> 3-4 class periods per week for the school year.
<u>Teacher</u> Mr. Kelleher, Mr Fallon,
<u>Aims</u> The aim of this module is to enable the student to attain their ECDL Certificate.
<u>Objectives</u> At the end of this module, the student will receive an ECDL Certificate based on the successful completion of all seven module exams in ECDL Syllabus 5.
<u>Teaching and Learning Strategies</u> <ul style="list-style-type: none">• Formal input by teacher.• Computer based training and eLearning.
<u>Content</u> The ECDL consists of seven module exams: <ol style="list-style-type: none">1. Computer Essentials2. Online Essential3. Word Processing4. Spreadsheets5. Presentation6. IT Security7. Image Editing
<u>Assessment</u> <ul style="list-style-type: none">• Assessment will be based on tests supplied by the ECDL Foundation.

Resources

- ECDL Training CD.
- ECDL Syllabus.
- Computer-based training software and online access to course material.
- Students will be given written material such as exercises, notes and sample tests.

Links with other Subjects

This module will enable students to apply their ICT skills in other subjects.

Evaluation

Each student will complete an online questionnaire at the end of the school year.