

Benefits of the ICDL

The ICDL certification programme allows individuals, organisations and Governments to obtain a globally recognized benchmark for digital literacy. In Australia a successful digital economy is essential for economic growth. It offers new opportunities for businesses to a larger, potentially global, audience and for individuals to connect and collaborate. To make this potential a reality ICDL Australia works with partners across Australia and Papua New Guinea in providing essential digital skills and ensuring that these are accessible to all.

The ICDL provides organisations with:

- An innovative and tangible method of measuring ICT skills
- A model for education and training in the information society
- An excellent benchmark of employee skills
- A positive return on investment in IT training

The ICDL provides individuals with:

- Improved employee confidence and enhanced career opportunities
- Proof to your current or prospective employer that you possess basic ICT skills
- A flexible and accessible certification that offers increased career mobility
- A solid foundation to allow you to confidently use a PC at home, work or at school

About ICDL

Initiated in 1995 by the Council of European Professional Informatics Societies (CEPIS), the ICDL was created as an initiative to raise the level of IT skills in industry. The program is administered globally by the ECDL Foundation, a not-for-profit organisation, based in Ireland. Since its launch, the ICDL has grown to become the world's leading end user ICT certification program with ten million candidates in 148 countries worldwide.

ICDL in Australia

In Australia, ICDL is administered by Thirdforce Asia Pacific Pty Ltd (Thirdforce). Delivering engaging e-learning and formal e-assessment in literacy, numeracy and digital literacy has been in Thirdforce's DNA since 1997. This ability and passion to deliver appropriate learning in innovative and practical ways resulted in Thirdforce being the preferred organisation to take on the responsibility to manage, accredit and deliver the world's leading desktop IT user qualification in Australia under the ICDL Australia name.

How do I get an ICDL?

To find out how the International Computer Driving Licence can assist you to gain computer skills for life, contact your accredited ICDL test centre.

CONTACT

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ICDL Australia



Are you licenced to drive a computer?

The International Computer Driving Licence (ICDL) is the world's largest ICT literacy program. ICDL certifies that individuals possess basic computer skills that are required for existence in the digital world and confirms an internationally recognised benchmark of digital literacy. Find out why everybody needs computer skills for life in the digital world.

computer skills for life
ICDL.com.au

21st Century Skills for the Digital Economy – ICDL Australia

Irrespective of how you view the future, one thing is certain, technology will be playing an increasingly significant role. Indeed, technology is already deeply ingrained in the majority of workplaces as well as in most home and social environments. Learn or consolidate basic computer skills and verify that competence to employers.

In the 21st century, life is difficult to navigate without basic computer skills. Competency in word processing, spreadsheet management, database maintenance, Internet browsing and communication via email are often the minimum requirement for people to embrace meaningful employment, further education and community networking opportunities.

ICDL represents a tremendous opportunity for you to learn or consolidate basic computer skills and verify that competence.



ICDL Fast Facts

- ➔ World's leading ICT skills certification
- ➔ Global benchmark for computer skills
- ➔ More than ten million participants worldwide in 148 countries
- ➔ Certifies essential ICT knowledge and contemporary skills
- ➔ Gateway to further ICT studies and careers
- ➔ Coaching and testing available from a broad range of leading training providers
- ➔ Courses continually updated to reflect the rapidly changing technology environment

Becoming an ICDL Test Centre 5 Easy Steps from Application to Accreditation

STEP 1:

Complete the ICDL test centre application form and return to ICDL Australia

STEP 2:

Provide remote audit evidence (photographs) of proposed Test Centre setup / location

STEP 3:

Complete and sign 2 copies of the ICDL Test Centre contract and return to ICDL Australia

STEP 4:

Decide on which of the 2 purchase plans that the Test Centre would like to adopt and forward relevant fees to ICDL Australia

STEP 5:

Receive skillscards and registration details for the automated test system from ICDL Australia at <http://www.icdl.com.au/registration.php>



ICDL MODULES

MODULE 1:

Concepts of IT

Overviews the physical make-up of a personal computer and concepts such as data storage, and virus protection.

MODULE 2:

Using the Computer and Managing Files

Covers the fundamental functions of the personal computer and its operating system.

MODULE 3:

Word Processing

Creating, formatting and finishing a word processing document including advanced word processing features.

MODULE 4:

Spreadsheets

Developing, formatting and using a spreadsheet including performing standard mathematical and logical functions.

MODULE 5:

Databases

Designing and planning a simple database using a standard database package including retrieving information from an existing database.

MODULE 6:

Presentations

Creating, formatting and preparing presentations including using graphics, charts and various effects.

MODULE 7:

Information and Communication (Internet and Email)

Using a Web browser application, search engine tools and email.