

European Computer Driving License (ECDL) BASE

Computer course

This course teaches the basics of computer usage. The participants receive the internationally recognised ECDL-certificate (European Computer Driving License). The Base certificate consists of 4 modules. These can also be booked separately.



Modules

Module 1 – Computer Essentials

Module 2 – Online Essentials (email/internet)

Module 3 – Word processing (Word)

Module 4 – Spreadsheets (Excel)

Course Length

4 modules, 24 lessons per module

Start dates

Regular starting dates

Lessons

2 lessons, twice a week

Times

12.40pm to 2.15pm or 2.30pm to 4.05pm

Requirements

German level B1

Group size

Min. 6 participants

Price

CHF 660 (+ course materials) per module

Information under T +41 43 888 70 70 | www.academia-integration.ch