

> ECDL Skills Card
European Computer Driving Licence



ECDL
European Computer
Driving Licence

Skills Card Number:

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Last Name Foreign Language Version First Name Foreign Language Version

Address Foreign Language Version

Postcode Foreign Language Version Tel Foreign Language Version

Country Foreign Language Version E-mail Foreign Language Version

Nationality Foreign Language Version Candidate I.D. Foreign Language Version

Signature Foreign Language Version Date of Birth FL Version Male/Female FL Version

Module 1 Concepts of Information Technology (IT) Foreign Language Version

Name of Test Centre Foreign Language Version

Test Used (for manual testing) Foreign Language Version Software Reference (not applicable for Module 1) Foreign Language Version

Test Centre I.D. Foreign Language Version

Authorised ECDL Tester (please print) Foreign Language Version

Signature of ECDL Tester Foreign Language Version Date Foreign Language Version

Module 2 Using the Computer and Managing Files Foreign Language Version

Name of Test Centre Foreign Language Version

Test Used (for manual testing) Foreign Language Version Software Reference Foreign Language Version

Test Centre I.D. Foreign Language Version

Authorised ECDL Tester (please print) Foreign Language Version

Signature of ECDL Tester Foreign Language Version Date Foreign Language Version

Module 3 Word Processing Foreign Language Version

Name of Test Centre Foreign Language Version

Test Used (for manual testing) Foreign Language Version Software Reference Foreign Language Version

Test Centre I.D. Foreign Language Version

Authorised ECDL Tester (please print) Foreign Language Version

Signature of ECDL Tester Foreign Language Version Date Foreign Language Version

Module 4 Spreadsheets Foreign Language Version

Name of Test Centre Foreign Language Version

Test Used (for manual testing) Foreign Language Version

Software Reference Foreign Language Version

Test Centre I.D. Foreign Language Version

Authorised ECDL Tester (please print) Foreign Language Version

Signature of ECDL Tester Foreign Language Version

Date Foreign Language Version

Module 5 Database Foreign Language Version

Name of Test Centre Foreign Language Version

Test Used (for manual testing) Foreign Language Version

Software Reference Foreign Language Version

Test Centre I.D. Foreign Language Version

Authorised ECDL Tester (please print) Foreign Language Version

Signature of ECDL Tester Foreign Language Version

Date Foreign Language Version

Module 6 Presentation Foreign Language Version

Name of Test Centre Foreign Language Version

Test Used (for manual testing) Foreign Language Version

Software Reference Foreign Language Version

Test Centre I.D. Foreign Language Version

Authorised ECDL Tester (please print) Foreign Language Version

Signature of ECDL Tester Foreign Language Version

Date Foreign Language Version

Module 7 Information and Communication Foreign Language Version

Name of Test Centre Foreign Language Version

Test Used (for manual testing) Foreign Language Version

Software Reference Foreign Language Version

Test Centre I.D. Foreign Language Version

Authorised ECDL Tester (please print) Foreign Language Version

Signature of ECDL Tester Foreign Language Version

Date Foreign Language Version

General Information

This Skills Card, when completed, will provide evidence for the award of the European Computer Driving Licence (ECDL). It is valuable to you and should be kept in a safe place. If it is lost or stolen the ECDL Licensee must be notified in writing. A change of address should also be notified in writing and the Skills Card forwarded for amendment.

Instructions

As soon as you receive your Skills Card you should ensure that your details are complete and correct, then sign it. When you feel you are ready to take a test for a particular module, you should choose and contact an Approved Test Centre to arrange a test. When you attend the Approved Test Centre to take a test you must take with you this Skills Card and proof of identity, e.g. passport, driving licence or national identity card. When the test has been passed by you, an Authorised ECDL Tester will complete the appropriate section on your Skills Card. When all modules have been passed, and the Skills Card completed, please consult with your local Approved Test Centre who will coordinate the issue of the ECDL Certificate.

Data Protection

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