

Declared Purpose:

The following purpose is for the City & Guilds Level 2 Certificate for IT Users - 7574-12 (QAN no: 600/7039/0).

This Level 2 Certificate for IT Users is a Technical Award which is for 14-16 year old learners.

Who is this qualification for?	Learners who have some experience of ICT equipment and software applications and want to develop their skills further in areas such as office based software, presenting and analysing data, social media tools and mobile technology, and setting up and maintaining PCs and related equipment.
---------------------------------------	--

What does the qualification cover?	<p>This qualification will develop key skills in setting up and managing PCs and your choice of applications such as:</p> <ul style="list-style-type: none"> • word processing • spreadsheets • collaborative technologies • database or data management software • design software • audio software.
---	---

What knowledge and skills will the student develop as part of the qualification and how might these be of use and value in further studies?

Knowledge and skills developed include analysing information and presenting results and understanding the skills needed for business or education use.

These skills and knowledge will be of value in further studies, such as an apprenticeship, a Level 3 fulltime specialist qualification, or A levels, which can each help you to higher education.

Which subjects will complement this course?	A range of GCSEs including English and maths, and others such as physics.
--	---

Further information can be found on our website and within the qualification handbook:
http://cdn.cityandguilds.com/ProductDocuments/IT/IT_User/7574/7574_Level_2/Centre_documents/7574-12_IT_User_Level_2_Scheme_Handbook_161012_v4.pdf