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## ICDL in Education

Written by: Administrator on Wednesday, 05 August 2009 at 20:37:06

ICDL in EDUCATION – Educator Projects have been developed specifically for the average classroom Educator, the ICT Coordinator and ICT Support Staff, where the ICT skills needed to pass the ICDL Ver 4.0 international examinations have been integrated into the teaching admin environment. The projects cover content that a normal subject educator is familiar with and finds value and application in applying the ICT skills in a practical way, therefore ensuring that the skills are not only mastered, but also more importantly for an educator, understood as to why they are being used. The projects have been designed as either self study or instructor lead, or a combination.

Two other documents are utilised with the Educator Projects:

- Reference Notes
- Skills Matrix

These are separate, but are used in conjunction with the projects and together form the best and simplest way to master the ICDL skills. Each project informs the educator how to use the materials

The modules covered are:

1. [Basic Concepts of IT](#)
2. [Using a Computer and managing Files](#)
3. [MS Word](#)
4. [MS Excel](#)
5. [MS Access](#)
6. [MS PowerPoint](#)
7. [Information and Communication](#)

To find out what content in the projects are covered, click on the link for each of the modules and the details will be found in the fact sheets.