

# Skills Programme in End-User Technology (Introduction)

School of Media, Design and Information Technology

FACT SHEET

## Type of programme

- Part-time
- Part of a national qualification\*

\* National qualifications are formal qualifications that are registered on the National Qualifications Framework (NQF), and that are accredited by a relevant quality assurance body, such as a SETA (for unit standard-based qualifications), Umalusi (for General and Further Education qualifications), or the Higher Education Quality Council (HEQC) (for Higher Education qualifications). National qualifications are credit-bearing and enable articulation on the NQF.

## About the School

The Damelin School of Media, Design and Information Technology proudly offers a combination of 25 diploma and short programmes. The programmes range from creative design disciplines such as film-making to the fascinating world of information technology.

Programmes include:

fashion, media, interior design, sound engineering, contemporary music, journalism, photography, film-making, TV & radio presenting, end-user technology, programming and PC engineering.

The aim of the School of Media, Design and Information Technology is to produce well-balanced and innovative graduates who are equipped for industry.

## About the programme

The 'Skills Programme in End-User Technology (Introduction)' is designed for learners with very basic knowledge of end-user applications. You will be exposed to the basics of the office application ensuring that you are confident to implement what you have learnt successfully in the work environment.

The aim of this programme is to prepare you for the Microsoft external examinations (optional) through tuition, practice, formative and summative assessment.

## Admission requirements

- A knowledge, comprehension and application of English and Mathematics at NQF level 2/Grade10 or equivalent;
- Relevant experience would be an advantage especially in NQF level 1 end-user computing.

## Certification

On successful completion of the programme, you will receive a Damelin Skills Programme Certificate in End-User Technology (Introduction). This skills programme is a part qualification that is mapped to a cluster of unit standards taken from the ISETT SETA National Certificate in Information Technology: End-User Computing. SAQA ID 49077, NQF level 3.

## Duration

The programme duration is 96 hours and the tuition is face-to-face. Each Damelin campus has a different tuition schedule. Programmes are offered during the week, in the evenings, or on Saturdays. Please enquire at your campus.

## Further studies

Upon successful completion of this programme it is advisable to study further on the Certificate: Skills Programme in End-User Technology (Intermediate).

## Pricing

Enquire at your nearest Damelin campus for a current programme pricelist.

## Additional costs

Learners must make provision for external exams should they wish to pursue the Microsoft certification. Vouchers for these examinations can be purchased from Damelin at a discounted rate.

## Books and learner packs

All books are included in the tuition fee.

## Disclaimer

The information contained in this fact sheet is accurate at the time of printing. However, factors beyond Damelin's control (such as environmental, regulatory or technical changes) may cause the contents of this fact sheet or of the programme to change. In the event of any such change, Damelin will formally notify current learners. All possible measures will be taken to minimise inconvenience to learners.

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