



Salmiya -Block 7 - Bldg. 13 -Arabian Gulf Street P.O.Box 28444-Safat 13145 Kuwait

Tel.:+965 25711125 :: Fax.:+965 25734300

Email: info@aldar-kw.com

www.aldar-kw.com



CUSTOMISABLE / ADAPTABLE / FLEXIBLE

ITQ

Information Technology Qualifications

مؤهلات تقنية المعلومات



ITQ UNITS

ITQ

مؤهلات تقنية المعلومات

The ITQ is an innovative qualification structure that is unique in being based on the IT user skills which employers define as essential for particular jobs.

Attainments are recorded on an e-skills Passport so employers, present and future, know exactly the skills a member of staff has achieved.

This gives employers and trainers a reference point for designing the most appropriate ITQ courses for the employee's and the business's future.

ITQ will ensure that employers get the right person for the right job by equipping individuals with relevant and effective IT user skills.

معهد الدار للتدريب الأهلي والتعليم
معهد التدريب والاختبار الحضري المعتمد في دولة
الكويت من قبل كلية كامبريدج البريطانية ومؤسسة
سي تي أند غيلدز البريطانية.
أحدث برنامج معتمد في أكثر من ثلاثين
تخصص يحتوي كل منها على ثلاثة
مستويات:

- مبتدئ
- متوسط
- متقدم

(انظر الجدول المرفق)

	NOS Code	Unit Titles	Level 1	Level 2	Level 3
Core	IPU	Improving productivity using IT	3	4	5
Using IT Systems	IUF:FS	IT User Fundamentals	3	3	
	SIS	Setting Up an IT System	3	4	5
	OSP	Optimise IT System Performance	2	4	5
	ITS	IT Security for Users	1	2	3
Using IT to find and exchange information	ICF:FS	IT Communication Fundamentals	2	2	
	INT	Using the Internet	3	4	5
	EML	Using Email	2	3	3
	UCT	Using Collaborative Technologies	3	4	6
	UMD	Using Mobile IT Devices	2	2	
	PIM	Management Software	2	2	
	ISF:FS	IT Software Fundamentals	3	3	
Using IT Productivity tools and applications	AV	Audio Software	2	3	4
	AV	Video Software	2	3	4
	BS	Bespoke Software	2	3	4
	BS	Specialist Software	2	3	4
	CAS	Computer Accounting Software	2	3	5
	DMS	Data Management Software	2	3	4
	DB	Database Software	3	4	6
	DIS	Design Software	3	4	5
	DIS	Imaging Software	3	4	5
	DTP	Desktop Publishing Software	3	4	5
	DPS	2D Drawing and Planning Software	2	3	4
	MM	Multimedia Software	3	4	6
	PS	Presentation Software	3	4	6
	PM	Project Management Software	3	4	5
	SS	Spreadsheet Software	3	4	6
	WS	Website Software	3	4	5
	WP	Word Processing Software	3	4	6
		Sector specific unit			