LEARNER PROGRESSION ROADMAP: END USER COMPUTING

Basic End-User Computing

Minimum Entry Requirements

• Grade 10(NQF Level 2)

Core Skills Acquired

- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)
- Basic computer operation and file management
- Introduction to internet and email usage
- Understanding of IT concepts and terminology

Intermediate End-User Computing

Progression Requirements:

- Completion of Basic End User Computing (NQF Level 3)
- · Demonstrated proficiency in foundational IT skills

Enhanced Skills Acquired

- · Advanced formatting and editing of documents
- · Complex spreadsheet use and data analysis
- Designing professional presentations
- · Managing basic databases
- · Strengthened IT problem-solving skills

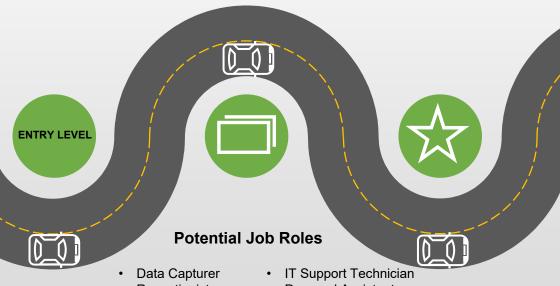
Advanced End-User Computing

Progression Requirements:

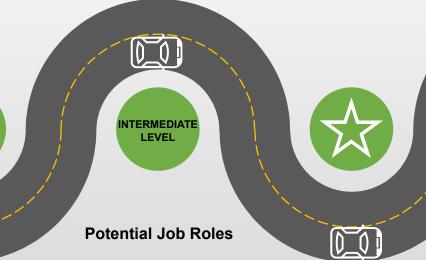
- · Completion of Intermediate End User Computing
- Strong grasp of intermediate IT applications and support

Advanced Skills Acquired

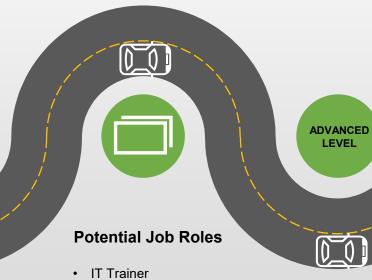
- · Automation of tasks using macros and scripts
- Advanced data analysis and visualization
- Integration of various software applications
- Project management tools and techniques
- Enhanced cybersecurity awareness



- Receptionist
- Office Administrator
- Help Desk Assistant •
- · Personal Assistant
- Project Administrator
- Technical Support Analyst



- IT Support Specialist
- Systems Administrator
- Information Management
- Support Administrator



- Technical Support Analyst
- Business Analyst
- Project Manager
- IT Consultant
- · Systems Analyst