

# 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

