

## Timing

The course timings are designed to suit both day and evening students. These are as follows:

Daytime Classes: 8.30 am - 10.30 am  
11.00 am - 1.00 pm  
2.00 pm - 4.00 pm

Evening Classes: 5.45 pm - 7.45 pm  
(Monday to Friday)

## Registration Requirements:

Fully completed admission form

## Intakes

ICDL classes start after every Monday.



## Examinations

Online ICDL examinations are held once a week.



## For further information contact:

**Admission Office,**  
2nd Avenue, Parklands,  
P. O. Box 44691-00100, **Nairobi.**  
**Mobile:** 0729644691/0733747902  
**E-mail:** hod-it@oshwalcollege.ac.ke  
**Website:** www.oshwalcollege.ac.ke

 **Oshwal College - Official**  
 **@OshwalCollege**

## ICDL Contact Details

**ICDL AFRICA LTD**  
Kigali City Tower, 14th Floor  
P.O.Box 3974  
Kigali  
Rwanda

**E-Mail:** info@icdl.org  
**Website:** www.icdlafrika.org

## We also offer:

Bachelor of Science in Computing (**University of Greenwich**)  
BTEC-HND Computing and Systems Development (**Edexcel**)  
Chartered Institute of Purchasing and Supply (**CIPS**)  
Association of Business Executives (**ABE**)  
The ICAEW Chartered Accountant (**ACA**)  
The Chartered Financial Analyst (**CFA**)  
Foundation in Accountancy (**FIA**)  
BTEC-HND Business (**Edexcel**)  
Adobe Certification  
Quickbooks  
ICDL  
Tally



**ICDL PROFILE**

## INTERNATIONAL COMPUTER DRIVING LICENCE (ICDL)

### Background

International Computer Driving Licence (ICDL) is designed to help in your everyday computing tasks both at home and at work. It indicates to potential employers that you have a recognized, relevant and up-to-date qualification. Besides, ICDL provides you with a solid foundation of computer skills to competently and confidently use the computer.

The emphasis of the ICDL is proficiency - in order to pass you have to demonstrate the ability to perform tasks not only correctly but also quickly. Speed is essential. A recognised body of computer professionals always controls the ICDL course.

### ICDL Training

- ICDL certifies essential IT knowledge and practical computer skills
- It offers reliable outcomes, flexibility and worldwide recognition

- As computer applications and their features are better utilized, time wastage resulting from a lack of IT knowledge is reduced
- The ICDL maps onto other professional and academic programmes such as NQF, SAQA, A+, MCSE, and MCSD

### Target Group

- Students starting out on an IT career
- Employees who require IT appreciation due to work demands
- University applicants who require computer literacy to meet admission criteria.
- ICDL may also be used as foundation for those seeking Diploma courses in ABE, IMIS and ACP.

### Entry Requirements

ICDL is open to anyone regardless of age, education, experience or background. Tests can be completed at any of the 20 000 test centres around the globe. Oshwal College is one of these centres.

### Course Structure

The course covers the main areas of end-user computing. It is made up of seven modules, six of which are practical while the first provides a conceptual framework for understanding the practical use of computers. Candidates have to pass tests in the following seven modules:

### ICDL Basic Certification

- Online Essentials
- Computer Essentials
- Word Processing
- Spreadsheets

### ICDL Basic Plus ANY 3 UNITS below you get ICDL profile

#### Certificate

- Online Collaboration
- Presentation
- Databases
- Computer Aided Design - CAD
- Computer Security
- Web Essentials.

### Advanced ICDL

- Advanced Word Processing
- Advanced Spreadsheet
- Advanced Presentation
- Advanced Databases



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