

New and exciting hassle free virtual training



Instructor IT Led Training
Delivered Virtually to your Desktop
Fully Funded with a recognised IT qualification
Limited Places so Register your interest using the enclosed reply card



...do it the virtual way



Doing it the virtual way could not be easier. Fusion-ICT have taken away all the hassle of travelling to a training venue and being led through a rigid and tedious training programme. With virtual training, you can undertake the training modules at your convenience and not even have to leave your desk.

Whats more, this qualification is **TOTALLY FREE** because it is fully funded by the Learning and Skills Council and the European Social Fund. Don't delay as places are allocated on a first come first served basis.

Register your place **NOW** to start your ITQ qualification





What is ITQ...?



ITQ is the new leading Qualification for IT Users which demonstrates competence in the use of IT in the workplace. It is offered at Levels 1, 2 and 3.

ITQ is primarily aimed at IT users and not professional IT staff and was developed by employers for use in the workplace and has the full backing of a number of awarding bodies. It has been in use in all sectors of business and industry for 2 years.

ITQ has been designed to provide you with an up to date IT user qualification for your workforce, tailored to the needs of your business and your staff. It provides analysis of workforce skills such as making the best use of technology in business systems and in communication with colleagues and customers. It recognises that all organisations need IT skills but that these will vary in level and type depending on individual business needs and the use made of technology in the organisation. ITQ even allows for the inclusion of bespoke units in recognition that many employers have IT systems that may be unique to them.

Customise your ITQ

The fundamental difference in ITQ, unlike any other IT User qualification, is that it is **highly customisable**. The content of the qualification can be adjusted to suit the requirements of the workplace and employee. In other words, the employer ends up having 'created' their own ITQ allowing their staff to learn and be assessed on tasks that they need to know as part of their job.

This high level of customisation, is an entirely new way of structuring an IT qualification. Evaluation of ITQ since its launch indicates that its customisation is probably its single greatest attraction for employers, who are able, for the first time, to define the IT standards that best suit their organisations.

Modules with ITQ

Fusion-ICT delivers this ITQ qualification at Level 2 where there are 18 modules, with each module worth a number of points. Each employee can select the modules most relevant to their job so that the unit values (points) add up to 100, which is the value of a Level 2. **The first module is always mandatory.** Look at the table opposite and choose the units which suit your skill requirements.

Modules to choose from include:-

| Module | Level 2 Points | |
|---------------------------------|----------------|-------------------------------------|
| Make selective use of IT | 25 | <input checked="" type="checkbox"/> |
| Using IT systems | 15 | <input type="checkbox"/> |
| Operate a computer | 20 | <input type="checkbox"/> |
| IT trouble shooting for users | 15 | <input type="checkbox"/> |
| IT maintenance for users | 15 | <input type="checkbox"/> |
| IT security for users | 15 | <input type="checkbox"/> |
| Use IT to exchange information | 15 | <input type="checkbox"/> |
| Internet and intranets | 15 | <input type="checkbox"/> |
| Email | 15 | <input type="checkbox"/> |
| Word processing | 20 | <input type="checkbox"/> |
| Spreadsheets | 20 | <input type="checkbox"/> |
| Databases | 20 | <input type="checkbox"/> |
| Web sites | 20 | <input type="checkbox"/> |
| IT artwork and images | 20 | <input type="checkbox"/> |
| IT presentations | 20 | <input type="checkbox"/> |
| Specialty or bespoke software | 20 | <input type="checkbox"/> |
| Evaluate the impact of IT | 15 | <input type="checkbox"/> |
| Sector specific units | 20 | <input type="checkbox"/> |

Total Points
(min. 100)



Leading learning and skills



EUROPEAN UNION
European Social Fund



Register your interest or log on @

www.fusion-ict.co.uk/virtual

First Name:

Address:

Last Name:

Position:

Postcode:

Organisation:

Telephone No.:

Number of Employees:

Less than 10

Less than 250

Less than 50

More than 250

Fax No.:

Web Site:

Email Address:

Region:

Birmingham & Solihull

Herefordshire & Worcestershire

Black Country

Shropshire

Coventry & Warwickshire

Staffordshire

Ethnic Origin:

Nature of Business:

PLEASE
AFFIX
STAMP
HERE

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