

National Certificate: Information Technology: End User Computing

SAQA QUAL ID		QUALIFICATION TITLE	
61591		National Certificate: Information Technology: End User Computing	
PRIMARY OR DELEGATED QUALITY ASSURANCE FUNCTIONARY		NQF SUB-FRAMEWORK	
The individual Primary or Delegated Quality Assurance Functionary for each Learning Programme recorded against this qualification is shown in the table at the end of this report.		SFAP - Sub-framework Assignment Pending	
QUALIFICATION TYPE	FIELD	SUBFIELD	
National Certificate	Field 10 - Physical, Mathematical, Computer and Life Sciences	Information Technology and Computer Sciences	
MINIMUM CREDITS	PRE-2009 NQF LEVEL	NQF LEVEL	
130	Level 3	NQF Level 03	
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT	
2024-06-30		2027-06-30	

PURPOSE

The purpose of the National Certificate in IT is to build the knowledge and skills required by learners in End User Computing as identified by IT sector.

This qualification is aimed at empowering learners to acquire knowledge, skills, attitudes and values required to operate confidently in the End User Computing environment.

The design of the qualification is unit standard based, to allow learners to qualify for a national qualification by accumulating the required credits via short learning programmes or workplace practical experience or both.

Learners are allowed to achieve the qualifications through recognition of prior learning, learnerships schemes or formal training.

WHO SHOULD APPLY?

The National Certificate in IT: End User Computing at NQF Level 3, is intended for learners already employed or new learners entering the workplace, requiring End User Computing skills

LEARNING ASSUMED TO BE IN PLACE:

Assumptions:

- Competences in skills gained at the further education and training band up to NQF level 2.
- Competence in End User Computing at NQF level 1.
- The assumed learning can be acquired in the traditional way of formal study as well as in the workplace. Acquiring the competencies in a workplace (either via formal learnerships or on-the-job training) has the potential of addressing the problems of the past, where formal qualifications were only obtainable by way of formal study.

RECOGNITION OF PRIOR LEARNING (RPL)

- Traditional IT competencies were acquired through short courses and on-the-job training, without formal recognition of the knowledge and skills (at the national level).
- Due to the experiential nature of IT competence, assessment processes should consider experience over theoretical knowledge. Having recognition of prior learning allows learners to gain access to these valuable competencies
- Recognition of prior learning will now allow learners with these valuable competencies to be assessed and recognised formally.
- . For recognition of prior learning the learner will be required to submit a portfolio of evidence of relevant experience, in a prescribed format, to be assessed for formal recognition.

QUALIFICATION RULES:

Rules regarding NQF levels of credits:

- The qualification consists of a minimum of 130 credits and has been designed in accordance with the SAQA regulations and rules of combination

Rules regarding Fundamental, Core and Electives:

- Compulsory fundamental unit standards - 47 credits
- Compulsory core unit standards - 56 credits

Rules regarding Electives:

- Elective unit standards totalling a minimum of 27 credits needs to be completed.

EXIT LEVEL OUTCOMES

- Demonstrate an understanding of applying Graphical User Interface (GUI)-based Word Processing Application skills in the Workplace.
- Demonstrate an understanding of applying Graphical User Interface (GUI)-based Presentation Application skills in the Workplace.
- Demonstrate an understanding of applying GUI-based Spreadsheet Application skills in the Workplace.
- Demonstrate an understanding of applying GUI-based Electronic Mail Application skills in the Workplace.
- Demonstrate an understanding of applying GUI-based Web Browser Application skills in the Workplace.
- Improve Communication by combining communication skills with End User Computing skills.
- Improve the application of mathematical literacy in the workplace, by better utilising End User Computing Applications.
- Demonstrate an understanding of the use of Information Communications & Technology (ICT) in an organisation & the impact it has on societies.
- In addition to the above, unit standards will be utilised to provide depth of specification of the outcome ranges and the assessment criteria and processes.