

ECDL / ICDL Computer Essentials

Sample Part-Test

The following is the sample part-test for ECDL / ICDL Computer Essentials. This sample part-test contains 18 questions giving a total of 18 marks.

The actual ECDL / ICDL Computer Essentials certification test contains 36 questions giving a total of 36 marks. The candidate has passed the test if he/she scores 27 out of 36 marks. The pass mark for the module is 75%. The duration of the actual ECDL / ICDL Computer Essentials certification test is 45 minutes.

Although the ECDL / ICDL Computer Essentials sample part-test is not a certification test it does give an indication about the scope and approach adopted within the actual ECDL / ICDL Computer Essentials certification test. All test items within the actual ECDL / ICDL Computer Essentials certification tests are based on ECDL / ICDL Computer Essentials Syllabus Version 1.0. For further information about the coverage of Skill Sets and Knowledge Areas in the ECDL / ICDL Computer Essentials tests please refer to ECDL / ICDL Computer Essentials Syllabus Version 1.0 which is available for download at the appropriate section of the Programmes page of www.ecdl.org

Answerfile

The ECDL / ICDL Computer Essentials sample part-test is provided with a sample answerfile for the sample part-test. The sample answerfile includes a numbered table into which you can enter your answers and a space to enter your candidate identification.

Goals

ECDL / ICDL Computer Essentials sets out essential concepts and skills relating to the use of devices, file creation and management, networks and data security.

Successful candidates will be able to:

- Understand key concepts relating to ICT, computers, devices and software.
- Start up and shut down a computer.
- Work effectively on the computer desktop using icons, windows.
- Adjust the main operating system settings and use built-in help features.
- Create a simple document and print an output.
- Know about the main concepts of file management and be able to efficiently organise files and folders.
- Understand key storage concepts and use utility software to compress and extract large files.
- Understand network concepts and connection options and be able to connect to a network.