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## ***European/International Computer Driving License Training New groups starting in May 2014***

SkillsProf Bonaire Technology Center

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### ► **SkillsProf ECDL/ICDL Training**

*SkillsProf has an Official ECDL/ICDL training and testing center since 2012 on Bonaire where training can be obtained and tests and exams can be taken for the International Computer Driving License.*

The international standard for Digital Skills is the ECDL/ICDL Training Program. This standard is acknowledged worldwide. Around 150 countries and around 14 Million people in the world have acquired the digital drivers license.

ECDL/ICDL is made up of a range of modules - each module provides a practical programme of up-to-date skills and knowledge areas, which are validated by a test. SkillsProf enables you to develop and certify your computer skills in the subject areas of your choosing and to the level that you need - either for work, or for day-to-day life.

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Through the module combination that you choose, you create your individual ECDL/ICDL Profile.

*The start of a training program* typically consists of a digital skill assessment test. This test measures the current level of a person's digital skills.

Based on the results of this assessment test, training and groups are scheduled. The training program consists of several modules that can be selected. These modules lead up to exams that will result in a certification according to the modules that you have chosen and completed successfully.

### ► **ECDL/ICDL with SkillsProf**

Existing for more than 10 years, SkillsProf employs ICT Professionals with many years of field experience ready to pass on ICT Knowledge and optimize digital skills throughout the Caribbean Region.

SkillsProf is the ICT Education provider of training and certification programs for businesses and individuals. Our unique learning opportunities have been proven successful to many who have already received training for the preparation of the ECDL/ICDL exam.

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The ECDL/ICDL certifications are internationally recognized and valid in over 150 countries. SkillsProf is the only authorized training center in the Caribbean to provide these highly accredited tests and exams. Choosing SkillsProf means improving, expanding and optimizing your ICT Knowledge and digital skills to international level.

With SkillsProf you benefit in your personal and professional life. Be a part of the ECDL/ICDL community and team up with Skilled Professionals.

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### ► **Training Benefits**

Skilled employees enable organizations to use technology more effectively, increase the work productivity and ensure that operational objectives are achieved more efficiently.

Moreover, digitally literate employees will also communicate more effectively both internally and externally to the clients and stakeholders of an organization.

## ► Exams & Certification

*ECDL/ICDL has digital skills exams on Base, Standard, Advanced (leading to Expert) and Type level. Each exam covers one specific area (module). When an exam is passed a digital result can be obtained and if needed a paper based certificate. The certificate is also issued automatically .*

BASE MODULES	STANDARD MODULES	ADVANCED MODULES	TYPING MODULE
<ul style="list-style-type: none"><li>• Computer Essentials</li><li>• Online Essentials</li><li>• Word Processing</li><li>• Spreadsheets</li></ul>	<ul style="list-style-type: none"><li>• Presentation</li><li>• Using Databases</li><li>• IT Security</li><li>• Online Collaboration</li><li>• Image Editing</li></ul>	<ul style="list-style-type: none"><li>• Advanced Word Processing</li><li>• Advanced Spreadsheets</li><li>• Advanced Presentation</li><li>• Advanced Databases</li></ul>	<ul style="list-style-type: none"><li>• Typing</li></ul>

## ► Obtaining a certificate

**Base Certificate:** completion of the 4 base modules.

**Standard Certificate:** completion of the 4 base modules and 3 standard modules of choice.

**Advanced Certificate:** completion of 1 advanced module of choice.

**Expert Certificate:** completion of 3 advanced modules of choice.

**Type Certificate:** completion of the type module.

**ENROLL TODAY**

### CONTACT INFORMATION

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### APPLY NOW

#### For enrollement and pricing:

Send application request to: [info@skillsprof.com](mailto:info@skillsprof.com)

**FINANCING IS POSSIBLE**

#### Interested to know more?

Visit our website to learn more about our ICT training programs and certifications.

#### For more information, visit:

[www.skillsprof.com](http://www.skillsprof.com)

Power On Digital Knowledge



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# ***System Administrator Essentials Training***

## **Starting in May 2014**

SkillsProf Bonaire Technology Center

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► **Training Summary**

*The SkillsProf System Administrator Essentials training covers a variety of fundamental skills designed for ICT system administrators. The training is composed of 1 weekly lesson combined with home studies and labs within a time frame of 1 year.*

Through combined training consisting of Classroom lessons and Study Groups, **SkillsProf provides** knowledge sharing opportunities with other ICT Professionals from various companies and organizations on Bonaire. Our training center is adequately equipped to supply you with both physical and remote access to a full infrastructure environment with all required functionality for optimum

learning experience. After successful completion of this training you will be given 3 highly desired and accredited ICT certifications in Networking Infrastructures, Server Infrastructures and E-mail Infrastructures (based on Microsoft Exchange).

► **System Administrator**

The normal costs involved with complete ICT Infrastructure tracks in a training based or boot-camp based environment would be extremely high and still require the administrator to do a lot of individual home study and travel abroad. The average success rate of students is around 50-60 percent. The materials can be overwhelming for the starting applicant and a lot of discipline is required to be successful in achieving the individual and/or completion of all modules.

**SkillsProf delivers** a unique training opportunity to achieve the entire 6 Network/System administrator track in one year timespan, using SkillsProf group based training and mentoring System/Network Infrastructure Administration track together with international partners.

Applicants will still have to do around 6 to 10 hours of home study per week, depending on the system administrators' prior content knowledge.

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**Duration**

1 year: 1 day per week: 4 hours

**Key learning Objectives**

- System & Security administration tasks.
- Networking Infrastructures
- Server Infrastructures
- E-mail Infrastructures (Microsoft Exchange)

**Training Materials**

- Modules
- Digital books (Readers)
- Virtual Study Labs
- Video References
- Pre-Exam Materials
- Online Exam Help & Resources
- Test Exams

## ► Certifications

- **BLOCK 1**

**Networking and Routing, Certification: Cisco CCNA**

Module Cisco Certified Networking Associate (CCNA),  
Modules/Exams: -640-802:CCNA

- **BLOCK 2**

**Server Infrastructure, Certification: Microsoft Certified Solutions Associate (MCSA)**

Installing and Configuring Windows Server 2012 – Modules/Exams: Microsoft 410  
Administering Windows Server 2012 – Modules/Exams: Microsoft 411  
Designing and Implementing a Server Infrastructure – Modules/Exams: Microsoft 413

- **BLOCK 3**

**E-mail Infrastructure, Certification: Microsoft Certified Solutions Expert Messaging**

Exam 70-341: Core Solutions of Microsoft Exchange Server 2013,  
Exam 70-342: Advanced Solutions of Microsoft Exchange Server 2013

## ► Test & Exam Preparations

There will be 6 Exams total involved in this program. Each will lead to individual and contribute to a collective certification. Before the exams are taken one or more additional training session may be scheduled for exam preparation purposes. Using the best test exams and materials available the risk of failing the exams are minimized. If the student is unable to pass the preliminary exams or meet the criteria at the training facility, it would be impractical to take the final exams. SkillsProf motivates applicants to participate in unison with the group which will make the possibility of achievement more likely.

**ENROLL TODAY**

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