



ICDL TRAINING

Advanced ICDL

*Master advanced office applications and boost your digital productivity with Advanced ICDL.
Enhance your skills for the modern workplace.*

DURATION

2.5 Months

LEVEL

Advanced

FORMAT

Instructor-Led

- Globally Recognized Certification

- Expert-Led Hands-On Training

- Flexible Scheduling

Computer Pride | 1st Floor, ICEA Building, Kenyatta Avenue, Nairobi | www.computer-pride.co.ke

COURSE OVERVIEW

Advance your digital skills with ICDL Professional modules designed for technology-reliant roles. Master advanced features of Microsoft Office and develop skills for modern professional demands.

Duration	2.5 Months
Level	Advanced
Vendor	ICDL

WHO IS THIS FOR?

- Professionals in technology-reliant roles
- Those looking to advance their digital skills
- Employees managing complex workloads

COURSE CURRICULUM

01 Data Analytics

- Analyse statistics
- Prepare data sets
- Summarise data
- Create data visualisations

02 Digital Marketing

- Creating a web presence
- Search engine optimization
- Social media platforms
- Online advertising
- Analytics and monitoring

03 Advanced Presentation (PowerPoint)

- Planning effective presentations
- Managing and protecting presentations
- Technical presentation considerations
- Advanced animations

04 Data Protection

- Data protection concepts
- Data subject rights
- Protection policies and measures
- GDPR compliance

05 Advanced Spreadsheet (Excel)

- Advanced formulas and functions
- Statistical analysis
- Data management
- Complex reporting

06 Advanced Word Processing (Word)

- Complex documents
- Document structuring
- Templates
- Long reports
- Productivity features

FREQUENTLY ASKED QUESTIONS

Q: What are the prerequisites for this course?

We recommend basic IT knowledge and familiarity with technologies. While no prior certification is strictly required, hands-on experience is beneficial for success.

Q: Is the exam voucher included in the course fee?

The exam voucher is available as an add-on. Contact us for current pricing that includes the the certification exam voucher.

Q: Do you offer corporate or group training?

Yes! We offer customized corporate training with flexible scheduling. Contact our sales team for group discounts and on-site training options.

Q: What learning materials are included?

Official courseware, hands-on lab access, practice exams, and a certificate of completion are all included in your training package.

Q: How long is the certification valid?

Certification validity varies. Most certifications require renewal every 1-3 years through continuing education or passing a renewal assessment.

ABOUT COMPUTER PRIDE



East Africa's Premier IT Training Center

With over 15 years of excellence, Computer Pride delivers globally recognized certification programs from leading technology vendors. Located on Kenyatta Avenue in Nairobi's CBD, our state-of-the-art facilities and expert instructors have empowered thousands of professionals across East Africa.

15+

Years of Excellence

10,000+

Professionals Trained

50+

Vendor Certifications

READY TO ENROL?

Take the next step in your technology career.

Location

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