

ECDL Advanced MQF Level 4

June 2018 - ECDL Advanced - 1

Module	Number	Date	Session	Module Number	Module Name	Time and Duration
Databases	1st	Saturday 30 June 2018	Lesson	5	Databases (Microsoft Office Access) Lesson	8:00am - 10:00am (2 Hours)
	2nd	Saturday 7 July 2018	Lesson	5	Databases (Microsoft Office Access) Lesson	8:00am - 10:00am (2 Hours)
	3rd	Saturday 14 July 2018	Lesson and CMC's Mock Test	5	Databases (Microsoft Office Access) Lesson and CMC's Mock Test Session	8:00am - 10:00am (2 Hours)
Spread sheets	1st	Saturday 28 July 2018	Lesson	4	Spread sheets (Microsoft Office Excel) Lesson	8:00am - 10:00am (2 Hours)
	2nd	Saturday 4 August 2018	Lesson	4	Spread sheets (Microsoft Office Excel) Lesson	8:00am - 10:00am (2 Hours)
	3rd	Saturday 11 August 2018	Lesson and CMC's Mock Test	4	Spread sheets (Microsoft Office Excel) Revision & Mock Test Session	8:00am - 10:00am (2 Hours)
Word Processing	1st	Saturday 25 August 2018	Lesson	3	Word Processing (Microsoft Office Word) Lesson	8:00am - 10:00am (2 Hours)
	2nd	Saturday 1 September 2018	Lesson	3	Word Processing (Microsoft Office Word) Lesson	8:00am - 10:00am (2 Hours)
	3rd	Saturday 8 September 2018	Lesson and CMC's Mock Test	3	Word Processing (Microsoft Office Word) Revision & Mock Test Session	8:00am - 10:00am (2 Hours)
Presentations	1st	Saturday 22 September 2018	Lesson	6	Presentations (Microsoft Office PowerPoint) Lesson	8:00am - 10:00am (2 Hours)
	2nd	Saturday 29 September 2018	Lesson	6	Presentations (Microsoft Office PowerPoint) Lesson	8:00am - 10:00am (2 Hours)
	3rd	Saturday 6 October 2018	Lesson and CMC's Mock Test	6	Presentations (Microsoft Office PowerPoint) Revision & Mock Test Session	8:00am - 10:00am (2 Hours)

The 4th session (i.e. "Extra Session (Optional) : Intensive Revision and useful Tips") of each module would be an extra session and therefore it's against payment. Such session is optional and not compulsory.