

**NOCN Level 3 Certificate in IT User Skills (ITQ) (QCF)**

NOCN Unit Code	QCDA Accredited Number	Unit Title	Mandatory or Optional	Credit Value	Level	OPUS ID	Sector	Expiry Date
CN0/3/QQ/003	L/502/4157	Improving Productivity Using IT	Mandatory	5	3	CAI982	6.2	31/12/2013
CQ6/1/QQ/002	K/502/4389	Audio Software	Optional	2	1	CAI916	6.2	31/12/2013
CQ6/2/QQ/001	D/502/4390	Audio Software	Optional	3	2	CAI937	6.2	31/12/2013
CQ6/3/QQ/001	H/502/4391	Audio Software	Optional	4	3	CAI956	6.2	31/12/2013
CP4/1/QQ/005	A/502/4395	Bespoke Software	Optional	2	1	CAI917	6.2	31/12/2013
CP4/2/QQ/003	F/502/4396	Bespoke Software	Optional	3	2	CAI938	6.2	31/12/2013
CP4/3/QQ/003	J/502/4397	Bespoke Software	Optional	4	3	CAI958	6.2	31/12/2013
CP7/1/QQ/001	F/502/4401	Computerised Accounting Software	Optional	2	1	CAI921	6.2	31/12/2013
CP7/2/QQ/001	J/502/4402	Computerised Accounting Software	Optional	3	2	CAI941	6.2	31/12/2013
CP7/3/QQ/001	L/502/4403	Computerised Accounting Software	Optional	5	3	CAI959	6.2	31/12/2013
CY0/1/QQ/002	F/502/4558	Data Management Software	Optional	2	1	CAJ014	6.2	31/12/2013
CY0/2/QQ/001	J/502/4559	Data Management Software	Optional	3	2	CAJ025	6.2	31/12/2013
CY0/3/QQ/001	A/502/4560	Data Management Software	Optional	4	3	CAJ010	6.2	31/12/2013
CP2/1/QQ/007	H/502/4553	Database Software	Optional	3	1	CAI925	6.2	31/12/2013
CP2/2/QQ/006	M/502/4555	Database Software	Optional	4	2	CAI944	6.2	31/12/2013
CP2/3/QQ/003	T/502/4556	Database Software	Optional	6	3	CAI961	6.2	31/12/2013
CQ5/1/QQ/012	M/502/4572	Design Software	Optional	3	1	CAI929	6.2	31/12/2013
CQ5/2/QQ/011	T/502/4573	Design Software	Optional	4	2	CAI946	6.2	31/12/2013
CQ5/3/QQ/006	A/502/4574	Design Software	Optional	5	3	CAI965	6.2	31/12/2013
CQ2/1/QQ/004	Y/502/4565	Desktop Publishing Software	Optional	3	1	CAI930	6.2	31/12/2013
CQ2/2/QQ/004	D/502/4566	Desktop Publishing Software	Optional	4	2	CAI950	6.2	31/12/2013
CQ2/3/QQ/003	H/502/4567	Desktop Publishing Software	Optional	5	3	CAI968	6.2	31/12/2013
CQ5/1/QQ/014	J/502/4609	Drawing and Planning Software	Optional	2	1	CAJ007	6.2	31/12/2013

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CQ5/2/QQ/012	A/502/4610	Drawing and Planning Software	Optional	3	2	CAI952	6.2	31/12/2013
CQ5/3/QQ/008	F/502/4611	Drawing and Planning Software	Optional	4	3	CAJ008	6.2	31/12/2013
CQ5/1/QQ/013	J/502/4612	Imaging Software	Optional	3	1	CAI931	6.2	31/12/2013
CQ5/2/QQ/013	L/502/4613	Imaging Software	Optional	4	2	CAI955	6.2	31/12/2013
CQ5/3/QQ/007	R/502/4614	Imaging Software	Optional	5	3	CAI973	6.2	31/12/2013
CP4/1/QQ/006	Y/502/4291	IT Communication Fundamentals	Optional	2	1	CAI932	6.2	31/12/2013
CP4/2/QQ/004	D/502/4292	IT Communication Fundamentals	Optional	2	2	CAI957	6.2	31/12/2013
CP1/1/QQ/008	R/502/4256	IT Security for Users	Optional	1	1	CAI933	6.2	31/12/2013
CP1/2/QQ/009	Y/502/4257	IT Security for Users	Optional	2	2	CAI960	6.2	31/12/2013
CP1/3/QQ/003	D/502/4258	IT Security for Users	Optional	3	3	CAI984	6.2	31/12/2013
CP0/1/QQ/001	L/502/4384	IT Software Fundamentals	Optional	3	1	CAJ016	6.2	31/12/2013
CP0/2/QQ/001	R/502/4385	IT Software Fundamentals	Optional	3	2	CAJ029	6.2	31/12/2013
CN0/1/QQ/004	J/502/4206	IT User Fundamentals	Optional	3	1	CAJ003	6.2	31/12/2013
CN0/2/QQ/004	L/502/4207	IT User Fundamentals	Optional	3	2	CAJ032	6.2	31/12/2013
CQ0/2/QQ/001	D/502/4616	Multimedia Software	Optional	4	2	CAJ036	6.2	31/12/2013
CQ6/1/QQ/003	Y/502/4615	Multimedia Software	Optional	3	1	CAI934	6.2	31/12/2013
CQ6/3/QQ/002	H/502/4617	Multimedia Software	Optional	6	3	CAI987	6.2	31/12/2013
CP0/1/QQ/002	D/502/4244	Optimise IT System Performance	Optional	2	1	CAJ018	6.2	31/12/2013
CP0/2/QQ/002	H/502/4245	Optimise IT System Performance	Optional	4	2	CAJ038	6.2	31/12/2013
CP0/3/QQ/001	K/502/4246	Optimise IT System Performance	Optional	5	3	CAI988	6.2	31/12/2013
CX0/1/QQ/002	Y/502/4369	Personal Information Management Software	Optional	2	1	CAJ021	6.2	31/12/2013
CX0/2/QQ/001	L/502/4370	Personal Information Management Software	Optional	2	2	CAJ039	6.2	31/12/2013
CQ0/1/QQ/001	K/502/4621	Presentation Software	Optional	3	1	CAJ022	6.2	31/12/2013
CQ0/2/QQ/002	M/502/4622	Presentation Software	Optional	4	2	CAJ040	6.2	31/12/2013

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CQ0/3/QQ/001	T/502/4623	Presentation Software	Optional	6	3	CAI989	6.2	31/12/2013
CP6/1/QQ/001	K/502/4618	Project Management Software	Optional	3	1	CAI935	6.2	31/12/2013
CP6/2/QQ/001	M/502/4619	Project Management Software	Optional	4	2	CAI962	6.2	31/12/2013
CP6/3/QQ/001	H/502/4620	Project Management Software	Optional	5	3	CAI991	6.2	31/12/2013
CP4/1/QQ/008	Y/502/4209	Set Up an IT System	Optional	3	1	CAJ000	6.2	31/12/2013
CP4/2/QQ/005	L/502/4210	Set Up an IT System	Optional	4	2	CAI963	6.2	31/12/2013
CP4/3/QQ/004	R/502/4211	Set Up an IT System	Optional	5	3	CAI992	6.2	31/12/2013
CP4/1/QQ/007	L/502/4398	Specialist Software	Optional	2	1	CAI936	6.2	31/12/2013
CP4/2/QQ/006	R/502/4399	Specialist Software	Optional	3	2	CAI967	6.2	31/12/2013
CS0/3/QQ/001	A/502/4400	Specialist Software	Optional	4	3	CAJ049	6.2	31/12/2013
CP3/1/QQ/008	A/502/4624	Spreadsheet Software	Optional	3	1	CAI939	6.2	31/12/2013
CP3/2/QQ/006	F/502/4625	Spreadsheet Software	Optional	4	2	CAI969	6.2	31/12/2013
CP3/3/QQ/004	J/502/4626	Spreadsheet Software	Optional	6	3	CAI993	6.2	31/12/2013
CP5/1/QQ/001	A/502/4378	Using Collaborative Technologies	Optional	3	1	CAI940	6.2	31/12/2013
CP5/3/QQ/001	T/502/4380	Using Collaborative Technologies	Optional	6	3	CAI994	6.2	31/12/2013
CR5/2/QQ/002	F/502/4379	Using Collaborative Technologies	Optional	4	2	CAI971	6.2	31/12/2013
CR3/1/QQ/010	J/502/4299	Using Email	Optional	2	1	CAI942	6.2	31/12/2013
CR3/2/QQ/011	M/502/4300	Using Email	Optional	3	2	CAI974	6.2	31/12/2013
CR3/3/QQ/005	T/502/4301	Using Email	Optional	3	3	CAI995	6.2	31/12/2013
CN4/1/QQ/001	H/502/4374	Using Mobile IT Devices	Optional	2	1	CAI943	6.2	31/12/2013
CN4/2/QQ/003	K/502/4375	Using Mobile IT Devices	Optional	2	2	CAI976	6.2	31/12/2013
CR3/1/QQ/011	T/502/4296	Using the Internet	Optional	3	1	CAI945	6.2	31/12/2013
CR3/2/QQ/012	A/502/4297	Using the Internet	Optional	4	2	CAI978	6.2	31/12/2013
CR3/3/QQ/006	F/502/4298	Using the Internet	Optional	5	3	CAI996	6.2	31/12/2013

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CQ6/1/QQ/004	K/502/4392	Video Software	Optional	2	1	CAI947	6.2	31/12/2013
CQ6/2/QQ/002	M/502/4393	Video Software	Optional	3	2	CAI979	6.2	31/12/2013
CQ6/3/QQ/003	T/502/4394	Video Software	Optional	4	3	CAI997	6.2	31/12/2013
CQ0/1/QQ/002	L/502/4630	Website Software	Optional	3	1	CAJ023	6.2	31/12/2013
CQ0/2/QQ/003	R/502/4631	Website Software	Optional	4	2	CAJ041	6.2	31/12/2013
CQ0/3/QQ/002	Y/502/4632	Website Software	Optional	5	3	CAJ012	6.2	31/12/2013
CQ1/1/QQ/009	L/502/4627	Word Processing Software	Optional	3	1	CAI949	6.2	31/12/2013
CQ1/2/QQ/007	R/502/4628	Word Processing Software	Optional	4	2	CAI980	6.2	31/12/2013
CQ1/3/QQ/004	Y/502/4629	Word Processing Software	Optional	6	3	CAI998	6.2	31/12/2013