# Information Technology in Business (PDA)

UHI Moray

## Venues

Main campus

## Content

The Professional Development Award (PDA) in Information Technology in Business at SCQF Level 7 delivers the skills and knowledge needed for a range of administrative roles. It has particular emphasis on the use of IT within a business environment.

A range of skills will be covered using Excel, Access, Word and PowerPoint.

## Start Date

September, January

## Qualification

Other

## Study Method

Part time (day)

## Course Length

1 year

## Department

Business and Computing

## Entry Requirements

National 5 English or relevant national qualifications at SCQF Level 5.

## SCQF Level

7

## SCQF Points

«SCQFPoints»

## Progression Routes

You can progress on to HNC Business courses.

## Combination Courses

«htmlCombinationCourse»                                    «htmlCombinationUCASCode»

## Address

Moray Street
Elgin
Moray
IV30 1JJ

## Website

www.moray.uhi.ac.uk/