

Information Technology in Business (PDA)

UHI Argyll

Venues

Arran Centre
Campbeltown Centre
Dunoon Centre
Helensburgh Centre
Islay Centre
Lochgilphead Centre and CERC
Oban Centre
Rothesay Centre
Tobermory Centre

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.

Content:

Three units (32 SCQF credits in total):

IT in Business: databases; IT in Business: spreadsheets; IT in Business: word processing and presentation applications.

Start Date

September

Qualification

Other

Study Method

Part time (day)

Course Length

1 year

Department

Business and Computing

Entry Requirements

Relevant national qualifications at SCQF Level 5, or relevant work experience.

SCQF Level

6

SCQF Points

«SCQFPoints»

Progression Routes

HNC Business

Combination Courses

«htmlCombinationCourse»

«htmlCombinationUCASCode»

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