EUROPEAN INFORMATION TECHNOLOGIES CERTIFICATION INSTITUTE, ASBL.

Brussels, Belgium, European Union

CERTIFICATE

Katarzyna Malinowska

Has successfully completed test requirements of
The European Information Technologies Certification Programme

EITC/TC/TSSA Telework support systems and applications

Certification Programme examination result: 68.33%

Certification Programme description:

Flexible forms of work: telework/telecommuting (definitions, types); Internal communication and publishing systems; Team collaboration systems examples: Microsoft SharePoint, Google Apps; Google Apps: Google Drive, Google Docs (basic functionalities, Documents, Spreadsheets, Presentations); Google Sites: overview; Google Calendar; Google Mail; Google Talk; Additional Google Drive apps (Forms); Project management: introduction, stages of project planning and realization, project management in practice, project scheduling (PERT method); Gantter Project (configuration, Gantt chart)

Certificate Programme version/revision: EITC/TC/TSSAv1r1

CERTIFICATE ID: **EITC/TC/TSSA/FMP/14004554**

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DATE OF ISSUE:
April 2014
Brussels, Belgium
European Union