CERTIFICATE SUPPLEMENT
EITCA/KC/KVG22004907

Certificate ID: EITCA/KC/KVG22004907
Certificate type: The European Information Technologies Certification Academy Programme
Academy name: EITCA Information Technologies Key Competencies Programme (EITCA/KC)
Issue date: January 2023
Holder's name: Ilona Ochudlo
Holder's country: Poland
Examination center: CompSecur Sp. z o.o., Wroclaw, Poland
Earned ECTS credits: 10

EITCA/KC Programme (version/revision: v4r2) component EITC Certificates: **Result:**

EITC/BI/BAS Business and administration software 96%
EITC Certificate number: EITC/BI/BAS/KVG22004907

Certificate Programme description: Introduction to knowledge associated with computerization of business / administration: needs and potential for computerization in institutions (objectives of an institution, business areas, benefits of computerization), business requirements analysis, problem of information security; information and communication technologies solutions overview: information and communication infrastructure, software support for main business processes, software for enterprise management, complex ERP systems, other solutions based on information technologies (real time collaboration software, internet based communication solutions, mobile solutions, systems of authorization and access control, monitoring systems), customer relationship management - CRM systems: introduction and overview of CRM systems functionality, exemplary CRM systems (installation, configuration and system administration, customers, sales, graphs and reports, calendar and activities organization, auxiliary tools and interface organization), Internet telephony: VoIP technology, benefits and problems related to usage of Internet telephony, VoIP devices, Internet telephony market, VoIP in practice - using VoIP software and hardware
Certificate Programme version/revision: EITC/BI/BASv1r2

EITC/INT/ITAF Internet technologies and applications fundamentals 79%
EITC Certificate number: EITC/INT/ITAF/KVG22004907

Certificate Programme description: Websites: operating principles, WWW and HTTP architecture, web browsers (search mechanisms, image search), secure login to the services (authorization and authentication, SSL certificates); Creation of a simple website: the basics of HTML and CSS; Network dataflow: FTP, web services for file sharing, networking basics (IP, Wireless, Voice over Internet Protocol), text terminals telnet protocol, SSH protocol, remote connection applications; Efficient searching for information on the web: online maps applications, open encyclopedia (content co-authoring); advertising portals, online videos, news on the Internet, Internet translators (operation mechanisms, content translation); Internet communication tools: text messaging, electronic mail (theoretical fundamentals), online collaboration systems (Google Apps), video and audio communicators; Information society: definition, groups, blogs, Web 2.0 paradigm; Advertising on the Internet: advantages and disadvantages, contextual advertising, Google AdWords, Google AdSense, basics of web positioning; Formal aspects of information processing on the Internet: legal acts and regulations concerning processing of information on the Internet, copyrights
Certificate Programme version/revision: EITC/INT/ITAFv1r2

EITC/SE/CPF Computer programming fundamentals 63%
EITC Certificate number: EITC/SE/CPF/KVG22004907

Certificate Programme description: Introduction to object-oriented and event-driven programming: variables and data types, overview of programming paradigms (imperative, procedural, structural, object-oriented and event-driven programming), idea of object-oriented programming (classes and objects, inheritance and polymorphism); Programming in C# on Microsoft .NET platform: .NET Framework, Visual Studio .NET programming environment, syntax and semantics of C# language (program structure, variables and data types, operations and operators, functions, methods, imperative data-flow structures), console applications, object aspect of C# language, object model of .NET environment, classes and objects in C#, creation of window-based applications (Windows Forms object model, forms, controls and attributes, event handling implementation); code re-usage and open-source software: object-oriented programming and code re-usage, free software idea, social networks programming
Certificate Programme version/revision: EITC/SE/CPFv1r2

EITC/DB/DDEF Databases and data engineering fundamentals 74%
EITC Certificate number: EITC/DB/DDEF/KVG22004907

Certificate Programme description: Introduction: database requirements, characteristics of databases, database technology, data model, database systems (RDBMS), interaction and communication with the database and implementation technology of database applications (communications architecture); Relational databases: data structure, integrity constraints, data operations, data representation (rules of entities transformation into relational model); Introduction to SQL query language: SQL as a declarative language, database queries (projection, expression, aliases, duplicates elimination, sorting results of a query, selection); preparation of a laboratory environment; SQL functions: aggregate functions, operators, set operators (join, outer join), subqueries (subqueries types), insertion of tuples into relation, modification and deletion of tuples from relation; Microsoft Office Access: database creation (defining relationships between tables, field formatting), queries, reports wizard, forms, external data (data export, data import); Artificial Intelligence: decision support systems (expert systems, data mining), semantic networks; Normalization: normal forms (first normal form, second normal form, third normal form)
Certificate Programme version/revision: EITC/DB/DDEFv1r2

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EITC/BI/CAPMF Computer-aided project management fundamentals 81%

EITC Certificate number: EITC/BI/CAPMF/KVG22004907

Certificate Programme description: Introduction to management: management concepts, basic management functions, major trends in human resources management, organization, teamwork (team creation, team types, standards, and objectives, roles of group members and their skills, assertiveness, conflict), communication and its role (effective communication, types of communication in organizations, active listening and communicating); Project management and human resources management: basic concepts of motivation, human relations and human resources model, theory of needs, leadership (situational approach to leadership, transformational leadership), recruitment (internal and external recruitment, trait theory, job interview), training (training effectiveness); Introduction to project management: project implementation stages, project management in practice, project schedule (PERT method); Prince2 methodology: processes in Prince2-managed projects, components in the Prince2 methodology; Microsoft Project 2010: installation, application introduction, ribbon, tasks workspace, charts workspace (Gantt chart, network diagram, workload diagram); Formal aspects of information security: secure systems design principles, STRIDE model (Data Flow Diagrams, constructing threat model in STRIDE methodology)
Certificate Programme version/revision: EITC/BI/CAPMFv1r2

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