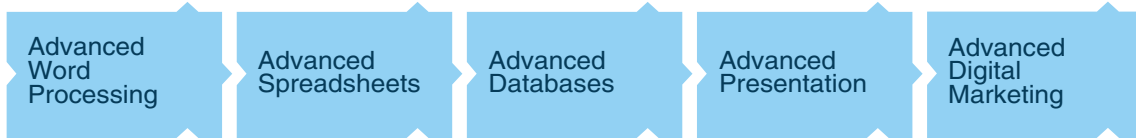


The ICDL Professional Skills Certificate offers working professionals in any field the freedom to upskill by choosing any three Expert Skills Modules they need to excel in their role. As a subset of the Expert Skills Certificate, this level is an option for candidates who want to handpick expert skills suiting their line of work.



Pick any 3 of these modules for your Professional Skills Certificate

- **Advanced Word Processing** – Equip candidates with the ability to use the advanced features of word processing applications to improve productivity and save time.
- **Advanced Spreadsheets** – Enables candidates to produce more sophisticated reports, and perform complex mathematical and statistical calculations.
- **Advanced Databases** – Helps candidates maximise database functions, in order to manage and analyse high volumes of data.
- **Advanced Presentation** – Equips candidates with skills to plan and design more effective presentations that have greater impact on audiences.
- **Advanced Digital Marketing** - Establishes the critical context of Digital Marketing and sets out advanced concepts and skills that will help learners start a Digital Marketing function.



#### HOW DO I GET STARTED?

To find out more about this certification, please visit [www.icdlarabia.org/certifications](http://www.icdlarabia.org/certifications)  
To locate your nearest accredited test centre, please visit [www.icdlarabia.org/find-test-centre](http://www.icdlarabia.org/find-test-centre)