

## THIS IS TO CERTIFY THAT

EDWARD BLUHME

## HAS BEEN AWARDED

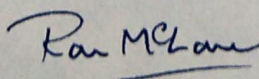
Computer Literacy and Information Technology  
Stage I  
having demonstrated the ability to:

Use Word Processing facilities to:  
Enter and load text  
Edit text  
Change the appearance of text  
Save text, print text and exit application

Use Database facilities to:  
Create a database structure and enter data  
Edit data  
Manipulate data  
Save a database, print contents and exit application

Use Spreadsheet facilities to:  
Create a spreadsheet and enter data  
Edit and manipulate a spreadsheet  
Use spreadsheet display features  
Save a spreadsheet, print its contents and exit application

JANUARY 2002      CENTRE NO: 74091      SERIAL NO: 8590131/211274



CHIEF EXECUTIVE  
OCR