**ECDL / ICDL IT Security Sample Test**

**Introduction**

This document contains the ECDL / ICDL IT Security Syllabus 1.0 sample test.   
The sample test is for use with candidates intending to take the ECDL / ICDL IT Security module certification test. The sample test aims to give candidates the opportunity to become comfortable with the style, approach, format and structure adopted within the ECDL / ICDL IT Security tests.

The sample tests must not, under any circumstances, be used in certification testing.   
The actual content of the ECDL / ICDL IT Security test used for certification will vary to ensure appropriate syllabus coverage across all tests. For this reason, candidates should be informed that the sample test will not be an exact reflection of actual certification test content.

The sample test consists of 32 tasks giving a total of 32 marks.   
The ECDL / ICDL IT Security module certification test contains 32 tasks and the entire test represents a total of 32 marks. The candidate has passed the certification test if he/she scores 24 marks out of 32 marks. The pass mark for the module is 75%. The duration of the ECDL / ICDL IT Security module certification test is 45 minutes.

**Macros**

In the ECDL / ICDL IT Security sample test, macros are included in the theory question answer file. Candidates need to be notified of this before they use the sample test so that they enable macros or content when they open this file. All workfiles provided by ECDL Foundation have been virus checked. Nonetheless Test Centres are advised to virus check all workfiles before providing these to candidates.

**Naming and Reference Conventions**

The following naming and reference conventions have been adopted within the ECDL / ICDL IT Security sample tests. References to file names, file extensions, folders, directories, URL’s (Uniform Resource Locators), hyperlinks, image links, Web pages, e-mail messages, field identification names etc., together with textual insertions are presented in ***bold italic*** for ease of identification within the test paper. Naming or insertion actions for text or numeric data should be added without any formatting except where a formatting action is requested as part of the question item.

**Sample Test Setup**

Before commencing the sample test, you must be aware of the following:

* Macro security settings must be set to Medium (disable all macros with notification) for completion of the theory questions.

**Sample Test**

This is a sample test for use by candidates intending to take the ECDL / ICDL IT Security certification test. The sample test aims to give candidates an opportunity to become comfortable with the style and structure of the certification test.

**The sample test must not, under any circumstances, be used in certification testing.**

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| 1. |  | Open the file named ***Sample Test Theory Questions.docm*** from your candidate drive. If requested, enable macros or content. Select your answer for each of the 30 multiple choice questions, then save and close the ***Sample Test Theory Questions*** file. | **[30 Marks]** |
| 2. |  | Open the file named ***data.xlsx*** from your candidate drive. Insert the password ***figures*** to open the file. Save and close the ***data*** file. | **[1 Mark]** |
| 3. |  | Backup the file ***invoice.docx*** on your candidate drive to the folder named ***warehouse backup***. | **[1 Mark]** |
|  |  | Save and close all open files and close any open applications. |  |

**END OF TEST**