

Adrian Dulgheru

by Adrian Dulgheru

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Cert. HE S4BA Assignment
TURNITIN Submission Template

Name : Adrian Dulgheru

Student number: 2231314

Module : **Software & Apps for Business**

Assignment : **E-Portfolio**

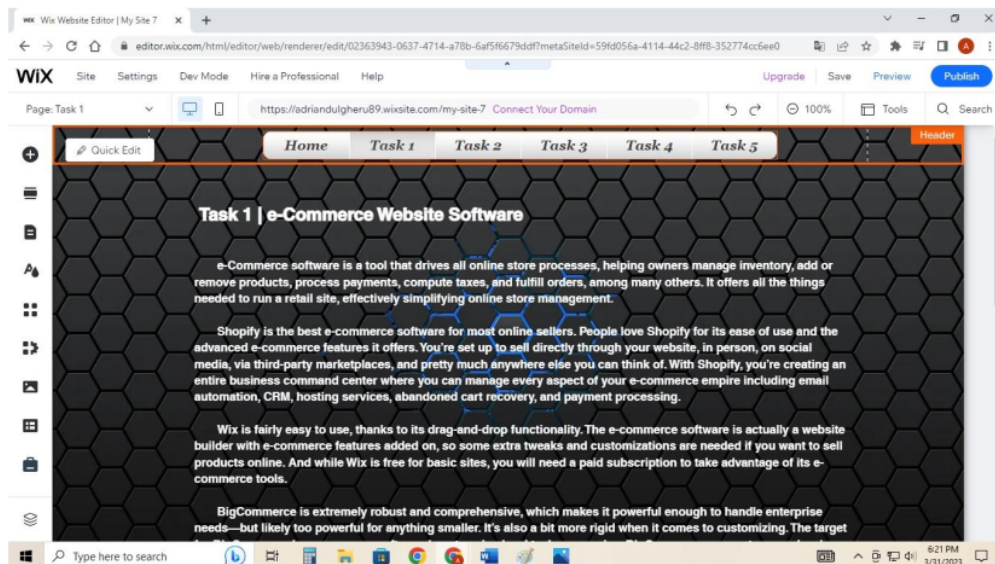
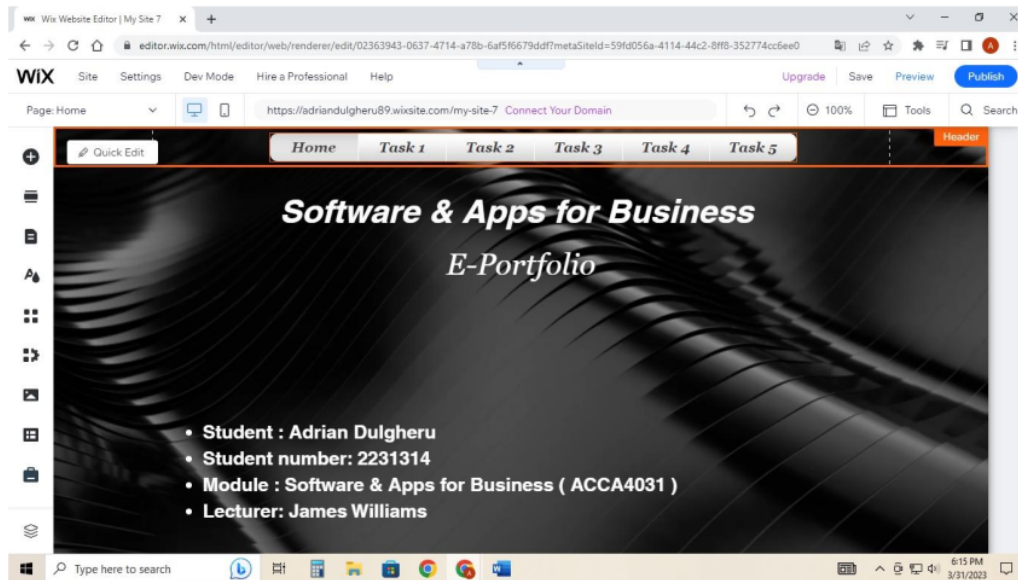
Course: Certhe Digital Skills

Task 1: e-Portfolio.

- Link to the e-portfolio homepage.

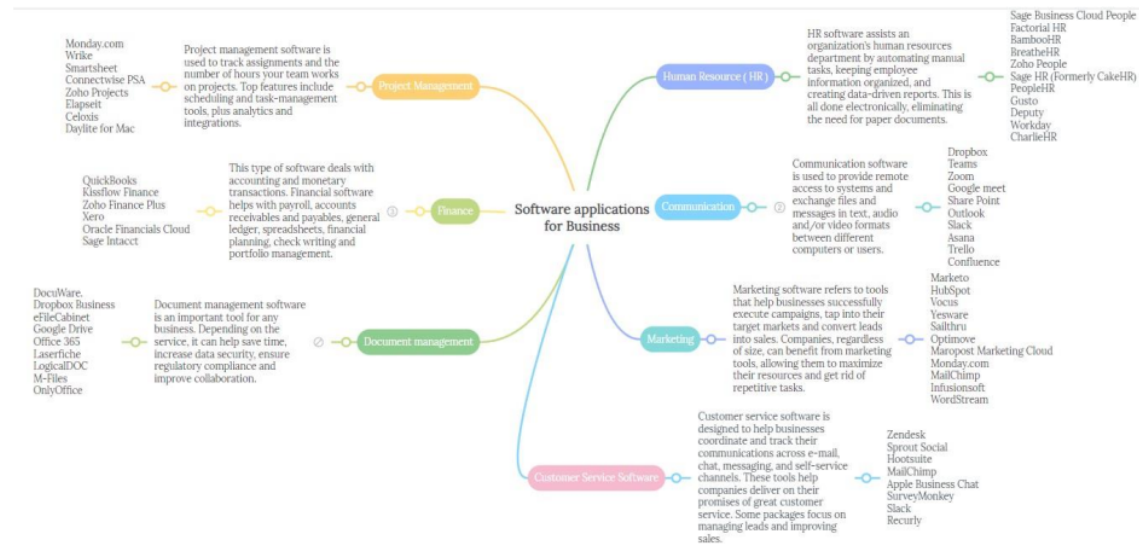
<https://adriandulgheru89.wixsite.com/my-site-7>

- Screenshot of tasks 1a and 1b.



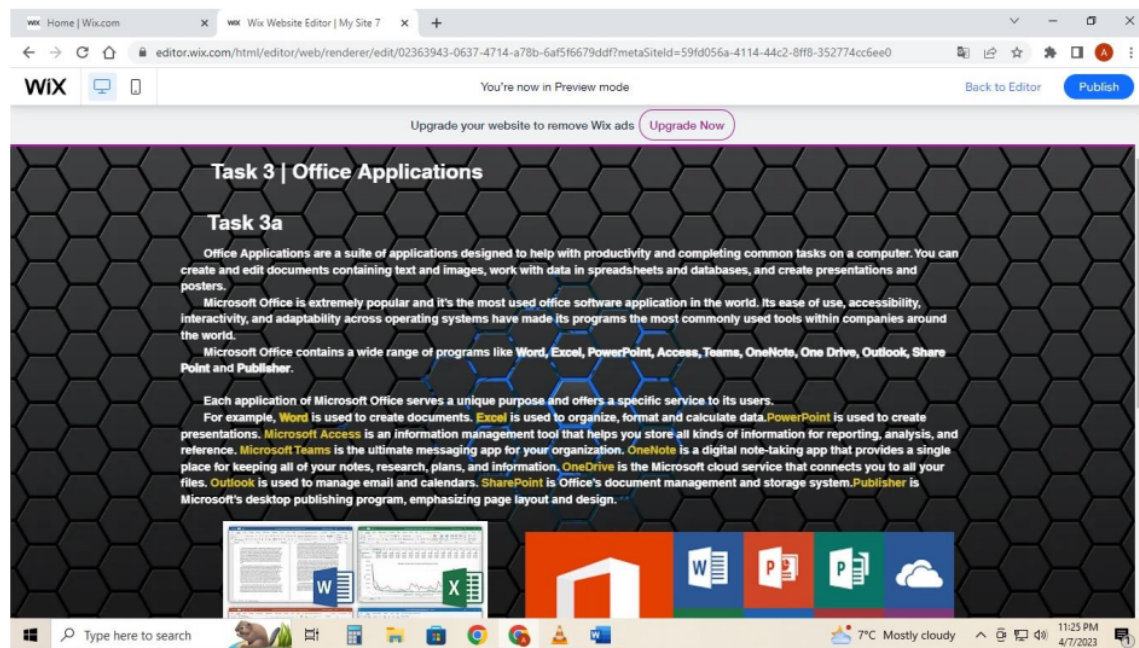
Task 2 – Mind-map.

- Screenshot of the Mind-map.



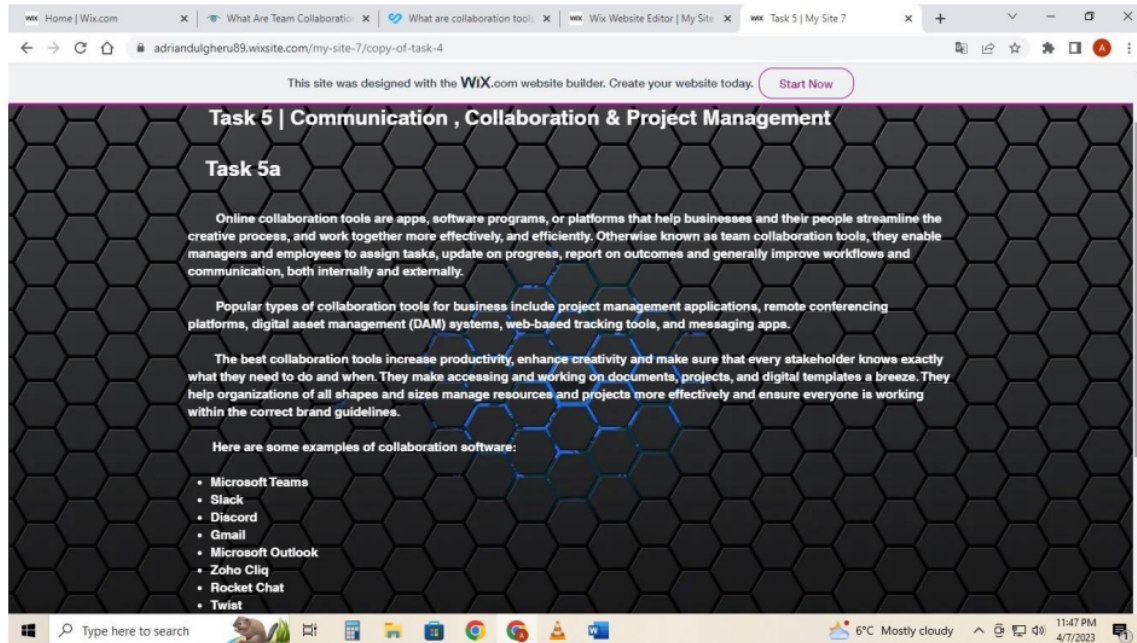
Task 3 – Office Applications.

- Screenshot of task 3a.



Task 5 - Communication, Collaboration & Project Management

- Screenshot of task 5a.



FINAL GRADE

GENERAL COMMENTS

59/100

Instructor

Total	59
1. Engagement with Literature Skills	
T1: + Some references included. – Citations not included. . T2: - No use of citations. + x2 References included. - Not in IEEE format. T3: - No use of citations. + References included. - Not in IEEE format. T4: - No use of citations and references included. T5: - No use of citations. + references included. Not in IEEE format.	9
2. Knowledge and Understanding Skills	
T1: + e-Commerce clearly defined and e-commerce website software solutions are documented with supporting references (incorrect format). T2: + Software applications that are used to support day-to-day business/Organisation operations are clearly defined and documented. – No supporting citations. T3: + Key features of several contemporary Office	14

applications are defined and documented. – Some supporting citations could have been used. T4: - Features of contemporary Digital Dashboard/Data Analysis/Data Analytics software solutions are not defined and documented. T5: + Contemporary Communication/Collaboration/Project Management applications are clearly defined and documented. - No supporting citations.	
3. Cognitive and Intellectual Skills	
T1: + e-Commerce and website software is clearly analysed . T2: + Business Software applications are analysed. T3: + Key features of several contemporary office applications are briefly analysed. – No supporting citations. T4: - Key features of Digital Dashboard/Data Analysis/Data Analytics software solutions are missing. T5: + Communication/Collaboration/Project Management applications are briefly analysed.	1 1
4. Practical Application Skills	
T1: + An online e-portfolio is accessible, clearly structured, and easy to use. Excellent. T2: + A Mind map to illustrate Business Software applications is	1 0

clearly structured and presented. Good. T3: + Practical use of a Contemporary Office application is not clearly documented with screenshots and brief accompanying description. – Some additional ‘professional’ features could be documented. T4: - A Digital Dashboard illustration is missing. T5: + Practical use of a Communication/Collaboration/Project Management application is clearly documented . - only very few screenshots.- accompanying description is missing. – Additional Business/professional features could be used.	
5. Transferable Skills for Life and Professional Practice	
T1: + Task answer is clearly documented and structured. T2: + Task answer is clearly documented and structured. T3: + Task answer is clearly documented and structured. T4: - Task answer is missing documentation. T5: + Task answer is clearly documented and structured. – Minor grammar errors in places. – Some screenshots missing an accompanying description/could include some additional description.	15

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