

WorkSkills

from Edexcel and vision2learn



New flexible skills *online*

that stack up to job success

Contact us

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WorkSkills

BTEC WorkSkills (QCF) Qualifications

WorkSkills qualifications extend over a range of levels

At every stage in our lives we need work-related skills. In response to the demand for employable people, Edexcel have produced a flexible suite of Units called **WorkSkills**. These Units build on the skills already taught in schools and colleges, recognising them with a range of formal BTEC QCF qualifications.

WorkSkills qualifications are available as e-learning on vision2learn.com and vision2learnforschools.com to help your learners study towards a Level 1 **BTEC Award or Certificate** or a Level 2 **BTEC Award, Certificate or Diploma** in **WorkSkills** by combining credit-based Units at Level 1 and/or 2.

Build your own BTEC

You can help your learners to choose as many or as few 10-20 hour online Units as is right for them, leading to tailor-made BTEC Awards, Certificates or Diplomas.

You can select an appropriate assessment method

Edexcel have a range of assessment methods available. This gives you the freedom to select the most effective assessment activity, whether it's a portfolio, a short test, an interview or a combination of methods.



WorkSkills has been developed following wide-ranging research

Edexcel consulted employers, training providers, schools and colleges to define and deliver the skills that will help people to gain and retain a job.

Together they agreed the following:

- Functional skills are often most successfully absorbed when embedded in work-related activities.
- **WorkSkills** should encompass work placement, interview techniques, teamwork and vocational skills.
- Just as importantly, **WorkSkills** should help people acquire the soft skills that we know employers are looking for: adaptability, a positive 'can do' attitude, objectivity about strengths and weaknesses and a willingness to continue learning throughout their working lives.

Each **WorkSkills** Unit contains the ingredients identified as essential for success.

WorkSkills

Add value to existing qualifications

WorkSkills is highly versatile. Learners taking BTECs, GCSEs, GCEs, Diplomas and other recognised courses can fit **WorkSkills** into their timetable, adding a further work-based qualification to their CVs. Several **WorkSkills** qualifications are available online through vision2learn's interactive online learning platforms, so these Units can be studied 24/7 either at school, college, or at home.

Work experience earns accreditation

Work placements are integral to the curriculum in many schools, colleges and training establishments. The Work Placement Units credit learners for skills they gain during work placements. Since the Trident Trust, the UK's largest national provider of work experience for students aged 14-16 years, is part of Edexcel, you can count on unparalleled support.



WorkSkills with vision2learn and vision2learn for schools

Benefits for education providers

- Motivated learners will recognise the value to their own career progression.
- Accreditation for work that learners may already be doing, e.g. work placements, PHSE.
- Improved learner attitude, communication and behaviour.
- Minimal disruption to timetable.
- **WorkSkills** has been designed to fit into the curriculum and is easily integrated with Level 1 and 2.
- Flexibility through studying online - learners can complete the Units at school, college or at home.
- Studying online puts the learner in control and provides an alternative to traditional classroom teaching.

Approvals

WorkSkills vision2learn programme information of interest to all education providers

Qualification	Level	QAN	QCDA GLH	Diploma GLH	Credits	Accredited until
BTEC Award in WorkSkills	L1	5004073X	20-30	30	3	31/08/2011
BTEC Certificate in WorkSkills	L1	50040741	110-130	130	13	31/08/2011
BTEC Award in WorkSkills	L2	50040765	20-30	30	3	31/08/2011
BTEC Certificate in WorkSkills	L2	50040716	110-130	130	13	31/08/2011
BTEC Extended Cert in WorkSkills	L2	50067199	180	180	18	31/08/2011
BTEC Diploma in WorkSkills	L2	50040777	350-370	350	37	31/08/2011

WorkSkills qualifications are highly suitable for delivery of 14-19 provision

From Foundation Learning, through to Specialised Diploma Additional Learning and stand-alones, **WorkSkills** qualifications are highly relevant provision for young people in schools and colleges, giving them skills and knowledge essential for their future careers.

WorkSkills information of interest to 14-19 education providers (Pre 16, 16-18, 18+)

Please also see Appendix 1 for funding information.

Section 96 Approvals to 31/08/2011						
Qualification	Level	Route	Level threshold	GCSE size equivalence	SCAAT (performance) points	GCSE grade
BTEC Award in WorkSkills	L1	N	5%	1/4	6.3	E/F
BTEC Certificate in WorkSkills	L1	N	20%	1	25	E/F
BTEC Award in WorkSkills	L2	N	5%	1/4	11.5	B
BTEC Certificate in WorkSkills	L2	N	20%	1	46	B
BTEC Extended Cert in WorkSkills	L2	D	40%	2	92	B
BTEC Diploma in WorkSkills	L2	N	80%	4	184	B

N= Route not specified on Section 96

D= Diploma

WorkSkills suggested usage 14-19

Qualification	Level	FL	Diploma ASL ¹	Stand-alone ²
BTEC Award in WorkSkills	L1	*	A	
BTEC Certificate in WorkSkills	L1	*	A	
BTEC Award in WorkSkills	L2		A	*
BTEC Certificate in WorkSkills	L2		A	*
BTEC Extended Cert in WorkSkills	L2		A	*
BTEC Diploma in WorkSkills	L2		A	*

FL= Foundation Learning

1. A= Approved as additional learning in one or more Diplomas, but not necessarily all.

2. Currently OK to use qualifications approved for Diploma route as stand-alones. Further YPLA guidance may be issued.

WorkSkills with vision2learn

ideal for delivery of Adult 19+ provision

WorkSkills qualifications are highly relevant provision for young adults and adult learners seeking employment or career progression. A BTEC Certificate in **WorkSkills** delivers a **Full Level 2** QCF qualification. This is a great way to focus on a high funding priority, while getting a head start using new QCF qualifications!

WorkSkills information of interest to Adult 19+ education providers

Please also see Appendix 2 for funding information.

Suggested usage 19+ colleges and other providers								
Qualification	Level	Sect. 97	FL	Diploma ASL ¹	Stand-alone	Response to redundancy ³	Distance learning	Full Level 2
BTEC Award in WorkSkills	L1	*	*	A	*			
BTEC Certificate in WorkSkills	L1	*	*	A	*		*	
BTEC Award in WorkSkills	L2	*		A	*	*		
BTEC Certificate in WorkSkills	L2	*		A	*	*	*	ALR & ER (TtG)
BTEC Extended Cert in WorkSkills	L2	*		A	*	*	*	ALR & ER (TtG)
BTEC Diploma in WorkSkills	L2	*		A	*			ALR & ER (TtG)

1. A= Approved as additional learning in one or more Diplomas, but not necessarily all.

3. Must be progression towards full L2 or 3. Distance learning not funded for response to redundancy initiatives, funding rates may vary.

WorkSkills

Your questions answered



Q. Are there any external assessments?

A. No. All assessments will be conducted internally by the provider.

Q. Will **WorkSkills** fit into the school and college curriculum?

A. Yes. **WorkSkills** is an excellent addition to existing BTEC, GCSE, GCE, Diploma, NVQ and vocational qualifications.

Q. How long is each Unit?

A. Each Unit typically involves between 10 and 20 study hours.

Q. Is **WorkSkills** relevant for all learners?

A. Yes. **WorkSkills** offers a range of qualifications designed to meet the needs of all learners at all stages of their lives.

Q. What qualifications are available?

A. Edexcel has a range of qualifications at Entry 3, Levels 1, 2 and 3. With vision2learn and vision2learn for **schools** learners can achieve a BTEC Award and/or Certificate at Level 1 and a BTEC Award, Certificate or Diploma at Level 2. Learners can also combine Units at Levels 1 and 2.

School Success story

Outwood Grange Academy, Wakefield

Getting ahead with **WorkSkills**

Outwood Grange Academy is motivating pupils and improving grades by introducing online vocational **WorkSkills** courses alongside their GCSEs.

Looking to the future with e-learning

Outwood Grange Academy is preparing its pupils for the future with work-related online courses that focus on subjects such as 'Preparing for an Interview', 'Working in a Team' and 'Preparing for Work Placement'. The courses are delivered online through www.vision2learnforschools.com and allow the pupils to go that extra mile and gain a vocational qualification that is equivalent to a GCSE.

The **WorkSkills** vocational units are very flexible and enable learners to 'pick and mix' units to suit their needs and build them up to achieve a range of BTEC **WorkSkills** qualifications at Award, Certificate and Diploma level. By introducing online vocational qualifications, the students can learn at their own pace on computers, completing units and submitting work via the online environment. Pupils can choose units from a broad selection of work-focused modules to build a flexible, personal course of study, which meets their individual needs.

Outwood Grange Academy is leading the way when it comes to meeting the government's goal for 14-19 year olds: to give young people the knowledge and skills that employers and the economy need to prosper in the 21st century.* The **WorkSkills** courses will give pupils the skills they need to enter the workplace in



Wakefield or pursue further education.

What teachers and pupils are saying

Julie Slater, Principal at Outwood Grange, commented: *"The vision2learn for schools courses have worked really well. We were able to personalise learning to suit our pupils and, as a consequence, they have achieved phenomenal results. WorkSkills will be valuable when the pupils move on to further education or employment, particularly in the current economic climate, as proof of their capability in the workplace."*

School Success story

Outwood Grange Academy, Wakefield



Emma commented: *“I really like being able to work on my own on the computer, at my own pace, and having help there when I need it. It’s satisfying to work through the units, send my finished work to my teacher and to get quick feedback, and it’s helped me in other subjects too, like Maths and English. I also found the units on money management very helpful, both for work and managing my own money.”*

* (Delivering 14-19 Reform: Next Steps, Department for Children, Schools and Families, October 2008)

Year 10 pupils Emma Phillips and Ayesha Martin are both studying for an apprenticeship in Hairdressing alongside their GCSEs. Ayesha commented:

*“Using **WorkSkills**, I have learnt about working in a team, self-management and setting myself targets. The ‘Problem Solving’ unit was particularly helpful as it teaches me how to deal with tricky situations that may come up in the salon - because I feel more prepared, I feel more confident when I’m training.”*

Appendix 1

YPLA 16-18 funding information 2010/11

Please note: Education providers need to multiply the stated figures by their relevant provider factor.

WorkSkills 16-18 funding information of interest to 14-19 education providers

		16-18 YPLA Funding			
		School Sixth Forms National Funding Rate £3,007 FL/Stand-alone		Colleges and other providers National Funding Rate £2,920 FL/Stand-alone	
Qualification	Level	SLN GLH	Programme weighting	SLN GLH	Programme weighting
BTEC Award in WorkSkills	L1	25	A	30	A
BTEC Certificate in WorkSkills	L1	120	A	120	A
BTEC Award in WorkSkills	L2	25	A	30	A
BTEC Certificate in WorkSkills	L2	120	A	120	A
BTEC Extended Cert in WorkSkills	L2	180	A	180	A
BTEC Diploma in WorkSkills	L2	360	A	360	A

Appendix 2

Adult funding information for 19+ education providers

WorkSkills 19+ funding information of interest to adult education providers.

Please note: Education providers need to multiply the stated ALR figures by their ALR provider factor.

		19+ SLA Funding			
		Colleges and other providers			Response to redundancy ⁴
		ALR	ER (TtG)		
		National rate £2,732	National rate £2,732		
Qualification	Level	SLN GLH	Prog wt	SLN	Prog wt
BTEC Award in WorkSkills	L1	30	A	0.178	K
BTEC Certificate in WorkSkills	L1	120	A	0.178	K
BTEC Award in WorkSkills	L2	30*	A	- *	
BTEC Certificate in WorkSkills	L2	120	A	0.178	K
BTEC Extended Cert in WorkSkills	L2	180	A	0.178	K
BTEC Diploma in WorkSkills	L2	360	A	0.178	K

4. Typical funding must be progression towards full L2 or 3. Distance learning not funded for response to redundancy initiatives, funding rates may vary.

All qualifications are shown on SFA's "QCF Qualifications confirmed for public funding" (*except the L2 Award).