Ascentis Level 2 Diploma

in

IT Skills for Communications Specialists

Rule of Combination

Ofqual Number:	**601/4065/3**
Ofqual Start Date:	01/08/2014
Ofqual End Date:	31/07/2020
Ofqual Certification End Date:	31/07/2021

The qualification is being withdrawn. The last date of registration for learners is 31st July 2020 after which no further learners can be registered.

The certification end date is 31st July 2021. If you require any further clarification please email development@ascentis.co.uk.

Qualification Overview

The Level 2 Diploma in IT Skills for Communications Specialists is designed to support learners to develop the IT and telecommunication skills necessary for employment and/or career progression. The qualification has the support of e-skills UK, the Sector Skills Council for Business and Information Technology.

Aims

The qualification has been designed to meet the needs of learners who work, or want to work, as a communications specialist. It is suitable for use across a wide range of specialist roles and industries where IT is used for communications purposes. The emphasis is on operational skills using both hardware and software. Learners will develop their communication skills both oral and written and have a clear understanding of the expectations of the workplace with regard to health and safety, communication protocols and industry specific requirements.

Target Group

This qualification would suit learners who are working or want to work in the field of information technology as communication specialists.

Regulation Codes

Qualification reference number: 601/4065/3

Assessment Method

All units are internally assessed through the learner building up a portfolio of evidence that covers the relevant assessment criteria. They are internally assessed and verified by the centre and then externally verified by Ascentis.

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The learner must achieve 48 credits from the mandatory units in Mandatory Group A.				
Unit Group A (Mandatory): Learners require 48 credits from this Group.				
Title	Level	Credit Value	GLH	Unit ref
Using the Internet	2	4	30	A/502/4297
ICT System Operation	2	9	45	F/500/7338
Working with ICT Hardware and Equipment	2	9	80	K/500/7382
Presentation Software	2	4	30	M/502/4622
Word Processing Software	2	4	30	R/502/4628
Interpersonal and Written Communication	2	9	60	T/500/7207
Health and Safety in ICT	1	3	15	Y/500/7183
Develop Own Effectiveness and Professionalism	2	6	30	Y/601/3317

Recommended Guided Learning Hours

The recommended guided learning hours for this qualification is 320.

Total Qualification Time

The total qualification time for this qualification is 480.

Age Range of Qualification

This qualification is suitable for learners aged 16-18 and 19+.

Contact & Further Information

New Centres please email melanie.porritt@ascentis.co.uk or call 01524 845046

Existing Centres visit the Login area of our website to view the full specification.

Product Development for enquiries please email development@ascentis.co.uk