

Ascentis Level 1 Award

in

Essential Digital Skills for Work and Life

Overview Specification



This qualification is being withdrawn. The last date of registration for learners is 31st January 2026 after which no further learners can be registered.

The certification end date is 31st January 2027. If you require any further clarification, please email development@ascentis.co.uk.

Ofqual Number:	603/7074/9
Ofqual Start Date:	9 th October 2023
Ofqual End Date:	31 st January 2026
Ofqual Certification End Date:	31 st January 2027

Qualification Overview

This qualification focuses on securing the essential digital skills needed for work, life and further study. Research conducted in 2019 estimates that 11.3 million adults in the UK do not possess the full range of digital skills needed to actively participate in modern work, life and study. The research also stated that up to 20% of the adult population cannot communicate effectively online and a quarter of UK citizens are unable to access online public services, leaving them at a significant disadvantage compared to their digitally competent counterparts.

With the increasingly large proportion of financial and governmental services being offered online and requirement for employees to access digital content, or interact with digital devices becoming commonplace in a work environment, it is important to ensure that all individuals have the opportunity to gain these important digital skills.

The skills acquired through this qualification will enable learners to be digitally mobile and access important governmental services, transact online and explore technologies, which will improve their social interactions with family and friends. It will also provide them with further opportunities to progress in work and further study.

Aims

The aims of the qualification are to enable learners:

- 1 To be confident in interacting with digital devices
- 2 To have a secure knowledge and understanding of essential digital skills and be able to apply them in work, life and further study
- 3 To be able to solve common technical problems
- 4 To be able to create, edit and store digital media
- 5 To be able to successfully share content and communicate effectively using a digital device
- 6 To manage online accounts and make informed choices when transacting online
- 7 To be proficient in maintaining privacy online and protect personal information

Target Group

This qualification is aimed at learners who:

- Have some experience of using digital devices and the internet but lack secure basic digital skills
- Require skills to apply for government funding and manage finances
- Require digital skills to progress in work or further study
- Require digital skills to communicate with family, friends, colleagues and peers who are at a distance.

Regulation Codes

Ofqual Qualification Number: **603/7074/9**

Assessment Method

The Ascentis Level 1 Award in Essential Digital Skills for Work and Life assessment give learners the opportunity to meet all of the assessment criteria set out in each unit within the specification.

Learners will complete;

- an e-Assessment, separated into two sections: Knowledge and Practical
(The practical section is comprised of 3 modules: Core, Life and Work)

The e-Assessments will be taken on the Ascentis e-Assessment platform

Rule of Combination

Ascentis Level 1 Award in Essential Digital Skills for Work and Life				
Title	Level	Credit Value	GLH	Unit code
Using Devices and Handling Information	Level 1	1	50	A/617/9555
Creating and Editing	Level 1	1		F/617/9556
Communicating	Level 1	1		J/617/9557
Transacting	Level 1	1		L/617/9558
Being Safe and Responsible Online	Level 1	1		R/617/9559

Guided Learning Hours (GLH)

The recommended guided learning hours for this qualification is 50.

Total Qualification Time (TQT)

The total qualification time for this qualification is 50.

Age Range of Qualification

This qualification is suitable for young people aged 16 to 18 and adult learners aged 19+.

Contact & Further Information

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

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

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