

# Ascentis Level 1 Award

in

# Essential Digital Skills for Work and Life



## Overview Specification

Please note this NEW Ascentis Level 1 Award in Essential Digital Skills for Work and Life Overview Specification is available from 9<sup>th</sup> October 2023.

|                                   |                              |
|-----------------------------------|------------------------------|
| Ofqual Number:                    | 603/7074/9                   |
| Ofqual Start Date:                | 9 <sup>th</sup> October 2023 |
| Ofqual Review Date:               | 31 <sup>st</sup> July 2027   |
| Ofqual Certification Review Date: | 31 <sup>st</sup> July 2028   |

# 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](mailto: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](mailto:development@ascentis.co.uk)