Digital Skills Newsletter   Summer 2018

Welcome to the first Digital Skills Newsletter of 2018. City & Guilds offers a wide range of qualifications, from those that support the development of skills in the use of digital technology to products that help create the next generation of digital and ICT professionals.

Our offer comes in a variety of sizes to suit centres delivering funded or full cost recovery programmes. We even have Unit Routes that allow centres to offer taster programmes, or for learners to build-up to a full qualification at their own pace.

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While there are many centres that are already moving the new Digital Industries apprenticeship standards, we are conscious that some of you are still looking at where to begin. Do not feel you are alone; our Technical Adviser can help you understand the requirements of the new style apprenticeships and support you moving from frameworks to standards.

The Digital Skills team have been running a series of network workshops, where we are currently looking at the summative portfolio element of the end point assessment (EPA). Our plan is to run follow-up events for these and develop links between providers to help share good practice.

As always, we look to you to help shape our strategy for development of our Apprenticeship offer. In order to assist in our decision making for future work, please let us know which standards you have had interest in or are considering running and the number of registrations you would expect in years one, two and three.

Thank you, we hope that you find this Newsletter useful and we welcome any feedback.

Apprenticeship Standards - Update

City & Guilds has seen a good take up of its offer for the new apprenticeships standards and, at the time of writing, 100% success for apprentices going through the EPA. The success is a testament to those delivering the new standards and the work done to prepare their apprentices to both perform well in their job role and take on the EPA, which can be daunting for many learners.

Currently City & Guilds is offering the following Standards:

- Infrastructure Technician   - Outcome Level 3
- Digital Marketer   - Outcome Level 3
- Network Engineer   - Outcome Level 4
- Software Developer   - Outcome Level 4

All four have resources to help with both the on-programme and EPA that includes sample assessments to allow you to carry out formative testing as part of the learner journey and

preparation for on-programme knowledge tests, as well as the synoptic project element of the EPA.

Currently we are developing two new programmes;

- Cyber Security Technologist
  - Registration opens September 2018
  - Risk Analyst
    - Knowledge test live for January 2019
    - EPA ready for March 2019
  - Technologist
    - Knowledge test live for March 2019
    - EPA ready for May 2019
- Unified Communications Technician
  - Registration opens September 2018
    - There are no Knowledge tests for this Standard
    - EPA ready for January 2019

Possible future developments are for the IT Technical Sales, Data Analyst and Software Development Technician standards. Your insight on demand for these standards would be most welcome in order for us to better understand the requirements. Please send information on proposed numbers or employer feedback to digitalindustries@cityandguilds.com.

Apprenticeship Standards – Network Workshops

As part of the ongoing support to our training providers, the Digital Skills team has been running a series of workshops across the country. These have been focused on helping the apprentice to prepare their summative portfolio, including a delegate pack with handouts for the apprentices and exercise to help them understand key aspects of evidence.

Network Event (Wakefield) – 13 April 2018

These events also provide an opportunity to network with other providers that may have well-established programmes underway or those just starting who would benefit from working with others in a similar position. It is our intention to run follow-up events and continue to build the networking element of these. Events have so far been run in Wakefield, Warrington, Loughborough, Sunderland and Salisbury, Colchester, Manchester and Redditch – more events will be scheduled for in September, so keep an eye on Eventbrite.

We have also run employer preparation that covers all aspects of the EPA for Digital Standards and the team would be happy to run an event for you or your employer group/clients. Please note that there is a cost for this and we would normally expect between 10 and 20 people for the day.

Feedback has been very good so far with all attendees increasing both their knowledge of the subject and their confidence to proceed with their apprentices. Overall satisfaction has been firmly in the good to excellent range, with comments such as: *"Brilliant. Thank you.",* *"Informative and engaging".*

Digital Skills full time offer

Many of you may be aware that a few years ago the Government introduced Technical qualifications that focus on technical skills and understanding, and have the same end-tested methodology as a GCSE or A Level. As part of the City & Guilds development in this area, the Digital Skills team has built a range of products that enable learners to gain the skills and understanding to help

Key Stage 4 (13-16)	Key Stage 5 (16-19)	
Level 2	Level 2	Level 3
• Technical Award in Digital Technologies	• Technical Certificate in Digital Technologies	• Advanced Technical Certificate in Digital Technologies • Advanced Technical Extended Diploma in Digital Technologies

them into their first job. Aimed at learners aged 14-19, including those working with local schools or PRUs, the Digital Technologies qualifications have been developed with industry input and supported by a wide range of key organisations from the world of computing and technology.

14-16 (KS4)

Products in this area focus on understanding the industry and are the same size as a GCSE (120 glh), are end-tested and backed by employers. This qualification has been taken up by schools and colleges, and has been mapped back to ITQ and the Microsoft Office Suite to allow centres to re-purpose existing learning materials.

5220-20   Level 2 Technical Award in Digital Technology (120 GLH)

16-19 (KS5)

Many centres look for products that can prepare learners for apprenticeships or first jobs, and struggle with qualifications that have only one option and little choice once the learner is on-programme. The City & Guilds Level 2 Technical Certificate, and Level 3 Advanced Technical Certificate and Advanced Diploma have been designed to help colleges work with their students to make choices.

The Level 2 Certificate contains 3 pathways with a substantial core of underpinning knowledge and skills that allow the learner to find their way before choosing from *Software and Applications, Network Infrastructure* and *Web & Social Media Support.* The skills and knowledge allow the learner to begin a career in a first line support role or progress to an apprenticeship. Many units also have some basis in Vendor/Professional programmes, such as CompTIA A+ and several Microsoft MTAs.

5220-21   Level 2 Technical Certificate in Digital Technology (360 GLH)

The Level 3 Certificate provides a broad base of skills and understanding, as well as forming the core units for the Advanced Technical Diploma. Its seven units offer an opportunity for the learner to have exposure to project management, software development, network fundamentals and explore emerging technology.

5220-30   Level 3 Advanced Technical Certificate in Digital Technology (360 GLH)

The Level 3 Diploma has six pathways that match those areas offered by both new apprenticeship standards and university programmes. Their design allows the learner to build on the knowledge and skills learned during the core mandatory units and Certificate size programme and focus on one area of interest or competence. Providers do not have to offer all pathways, but can choose from *Application Development, Business Analyst, Cyber Security, Systems Infrastructure, Telecoms and Cabling* and *Web & Social Media*.

5220-32   Level 3 Advanced Technical Diploma in Digital Technology

All our Technical qualifications have Exam Guides to help you understand what is expected from the project work and the final test. We have found that where learners are given exam preparation their performance is strong with responses appropriate in length and style to each section.

Progression from Technical qualifications can be into a job, an apprenticeship or onto university - the City & Guilds Level 3 qualifications attract UCAS points and are accepted by some of the most prestigious Universities (subject to their entry requirements).

<u>Universities accept City & Guilds Technical Qualifications in Digital Technologies*</u>

The following universities welcome applications from students who have achieved a City & Guilds Advanced Technical Extended Diploma in a related sector subject.

* Learners must meet all of the entry requirements for individual universities and degree courses.

Digital

- Anglia Ruskin University
- Bath Spa University
- Cardiff Metropolitan University
- Leeds Beckett University
- Liverpool John Moores University
- London Metropolitan University
- Nottingham Trent University
- Sheffield Hallam University
- Ulster University
- University of Bedfordshire
- University of Bradford
- University of Bournemouth
- University of Brighton
- University of Chichester

- University of Derby
- University of Gloucestershire
- University of Lincoln
- University of Middlesex
- University of Northampton
- University of Sunderland
- University of Suffolk
- University of West London
- University of Winchester
- University of Wolverhampton

Replacing ITQ for Full-Time Learners

ITQ offered in various guises from a number of Awarding Bodies have been removed from DfE performance points tables, and this mainly effects those delivering a Certificate sized programme (roughly 1 GCSE) such as ECDL. For those looking for a qualification that offers practical "Understanding-the-Industry" elements required by DfE then look no further than the [5220-20 Level 2 Technical Award in Digital Technology (120 GLH).](#)

As mentioned above, this product has been mapped to Microsoft Office and ITQ to allow providers (colleges and schools) to continue to cover a skills based programme. It consists of 4 units;

- Principles of digital technology
- Digital technology communications
- Creative use of digital technology
- Collection and use of data

Like all Technical qualifications as per the DfE design requirements, it has a 12 week practical project and end test allowing teachers to concentrate on learning and understanding without the burden of marking project-based assessment. Follow the link to the handbook and see how you can easily switch to product that has been designed with industry and delivery partners to meet the latest needs of the market.

General news and information

Independent End Point Assessment doesn't have to be a mystery, City & Guilds is still recruiting IEPAs across a range of industries. In Digital and IT our focus is on people with experience within the industry, either in a digital technology/IT job role or teaching/training, and we would continue to welcome people who would like to support;

- Network Engineers
- Software Developers
- Digital Marketers
- Infrastructure Technicians
- Unified Communications Technicians
- Cyber Security Technologists

Visit our website and complete the form [here](#).

Development consultants help shape our product offer. Our development cycle involves scoping meetings and then an invitation to be part of the qualification and assessment development. Your experience in the industry can ensure we are always developing products that are up-to-date and have an eye to the future. Interested? Send you CV to digitalindustries@cityandguilds.com with the subject title **Consultant Opportunities**.

Who do I talk to? If you need support in working with our Digital Technology programmes then why not drop an email to our Technical Adviser: ken.gaines@cityandguilds.com

T-Levels will affect you over the next few years. You and your employers could work with City & Guilds to help shape their future; please contact our Technical Adviser (as above) or Industry Manager (david.wackett@cityandguilds.com) to let us know if your employer contacts wish to be involved.