Sample of qualification delivery for the Level 3 Advanced Technical Certificate in Digital Technology (5220-30) 601/4513/4 (360 GLH)

Curriculum Plan

Study weeks | Autumn: 23/10/17 | Christmas break: 18/12/17 - 03/01/18 | Spring: 12/02/18 | Easter break: 02/04/18 - 17/04/18 | Summer break: 29/05/17 | Term ends: 02/07/2018

Term 1 — Autumn

	Week 1 04/09/17	Week 2 11/09/17	Week 3 18/09/17	Week 4 25/09/17	Week 5 02/10/17	Week 6 09/10/17	Week 7 16/10/17	Week 8 30/10/17	Week 9 06/11/17	Week 10 13/11/17	Week 11 20/11/17	Week 12 27/11/17	Week 13 04/12/17	Week 14 11/12/17
Technical Qualification key dates	Technical Qualification registration window opens.	Delivery				Formative Assessment	Delivery	Delivery. Last registration date for Technical Qualifications	Delivery		Formative Assessment	Delivery		Last booking date for spring exams
Unit 301 Project management (30 GLH)	Induction and orientation week	✓	✓	✓	✓	Unit review	✗	✗	✗	✗	Unit review	✗	✗	✗
Unit 302 Information security (60 GLH)		✗	✗	✗	✗	✗	✓	✓	✓	✓	Unit review	✗	✗	✗
Unit 303 Networking fundamentals (60 GLH)		✗	✗	✗	✗	✗	✓	✓	✓	✓	Unit review	✗	✗	✗
Unit 304 Digital business communication (60 GLH)		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✓	✓	✓
Unit 305 Software development fundamentals (60 GLH)		✓	✓	✓	✓	Unit review	✗	✗	✗	✗	✗	✗	✗	✗
Unit 306 Collection and analysis of data (60 GLH)		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗
Unit 307 Enterprise technologies (30 GLH)		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✓	✓	✓
Synoptic Assignment Work	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗
Synoptic assignment, optional units and exam guides released to centres	Registration of learners onto qualification										Booking of exam for February/March series			

Term 2 — Spring

	Week 15 01/01/18	Week 16 08/01/18	Week 17 15/01/18	Week 18 22/01/18	Week 19 29/01/18	Week 20 05/02/18	Week 21 19/02/18	Week 22 26/02/18	Week 23 05/03/18	Week 24 12/03/18	Week 25 19/03/18
Technical Qualification key dates	Delivery	Formative Assessment/ Delivery	Delivery		Formative Assessment	Synoptic assignments released to learners	Delivery/ Assignment Support	First exam window covering units 301, 302, 303, 305	Delivery/Assignment Support		Formative Assessment
Unit 301 Project management (30 GLH)	✗	✗	✗	✗	✗	Revision and exam preparation					Synoptic assignment review
Unit 302 Information security (60 GLH)	✗	✗	✗	✗	✗						
Unit 303 Networking fundamentals (60 GLH)	✗	✗	✗	✗	✗						
Unit 304 Digital business communication (60 GLH)	✓	Unit review	✗	✗	✗						
Unit 305 Software development fundamentals (60 GLH)	✗	✗	✗	✗	✗						
Unit 306 Collection and analysis of data (60 GLH)	✓	✓	✓	✓	Unit review						
Unit 307 Enterprise technologies (30 GLH)	✓	Unit review	✗	✗	✗						
Synoptic Assignment Work	✗	✗	✗	✗	✗	✓	✓	✓	✓	✓	
Booking of synoptic assessment					Spring exam series						

Term 3 — Summer

	Week 26 26/03/18	Week 27 16/04/18	Week 28 23/04/18	Week 29 30/04/18	Week 30 07/05/18	Week 31 14/05/18	Week 32 21/05/18	Week 33 28/05/18	Week 34 04/06/18	Week 35 11/06/18	Week 36 18/06/18	Week 37 25/06/18	Week 38 02/07/18	August 2018 Results
Technical Qualification key dates	Delivery/Assignment Support			Results of external exam released to centre	Last week for synoptic assessment and evidence submitted to the portal. Book resit if needed	Submit synoptic assignment marks		Second exam window covering unit 301, 302, 303, 305			Submission of optional unit grades and EI plans to Moderation Portal			Results for synoptic assignments and second end external exam released to centre. Grades awarded
Unit 301 Project management (30 GLH)						Revision and exam preparation								
Unit 302 Information security (60 GLH)														
Unit 303 Networking fundamentals (60 GLH)														
Unit 304 Digital business communication (60 GLH)														
Unit 305 Software development fundamentals (60 GLH)														
Unit 306 Collection and analysis of data (60 GLH)														
Unit 307 Enterprise technologies (30 GLH)														
Synoptic Assignment Work	✓	✓	✓	✓	✓									
Spring exam series			Summer exam series											

Notes: Exams happen from the following - Spring series: week 20 - 26, Summer series week 30-37 of the academic calendar | Synoptic assignments released to centre week 20 | Synoptic window closes week 31.

Key: √ = suggested delivery of units. X =delivery of units not covered in this period | EI = Employer Involvement