

# Workplace Skills

Help your learners develop and showcase the soft skills and behaviours they need to be work ready

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# What is Workplace Skills?

City & Guilds Workplace Skills helps your learners and apprentices develop and showcase the soft skills – a unique way of learning for 14–19 year olds that develops the professional and technical skills needed for the world of work.

Delivered through our e-learning platform Skills Zone, learners develop and demonstrate seven core employability skills identified as essential by employers. Skills Zone tracks learners' progress enabling tutors to reward them with digital credentials and creation of an online CV.

**Skills Zone can be delivered standalone and compliments:**

- All programmes of study at 14–19
- Employability programmes
- Level 2 and 3 provisions
- On-programme learning behaviours for apprenticeship standards.

## Core Employability Skills





# Discover the benefits of learning Workplace Skills

1

24 Workplace Skills to learn covering critical skills such as communication, professionalism and workplace literacy.

2

Allows learners and apprentices to stretch and challenge themselves through achievement at work-ready and expert grade.

3

Digital credentials help learners showcase their success to employers and their peers.

4

Suitable for level 2 to 3 learners and apprentices.

5

Tutors can track learner progress and engagement using the built-in performance optimiser.

**Workplace Skills is delivered through our e-learning platform, Skills Zone.**

**For more information visit**

**[cityandguilds.com/skillszone](http://cityandguilds.com/skillszone)**

'Skills Zone has helped our students understand a different range of skills sets and has helped them create CVs.'

Lecturer, The Isle of Wight College



# Request a platform demonstration

**Find out more about Workplace Skills and how it can help prepare your learners for the world of work.**

**Sign-up for our free demo today and a member of our team will be in touch.**

**E: [digitalsales@cityandguilds.com](mailto:digitalsales@cityandguilds.com)**

**T: 01924 206 709**

**[cityandguilds.com/workplaceskills](http://cityandguilds.com/workplaceskills)**

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