

#FunSkills2019

# Functional Skills 2019 monthly updates

Delivery, administration  
and exam conduct

Webinar 09 | May 2019



# Welcome to webinar 9 – **delivery**



**Amanda Kelly**  
Industry Manager



**Katherine Cooper**  
Technical Advisor



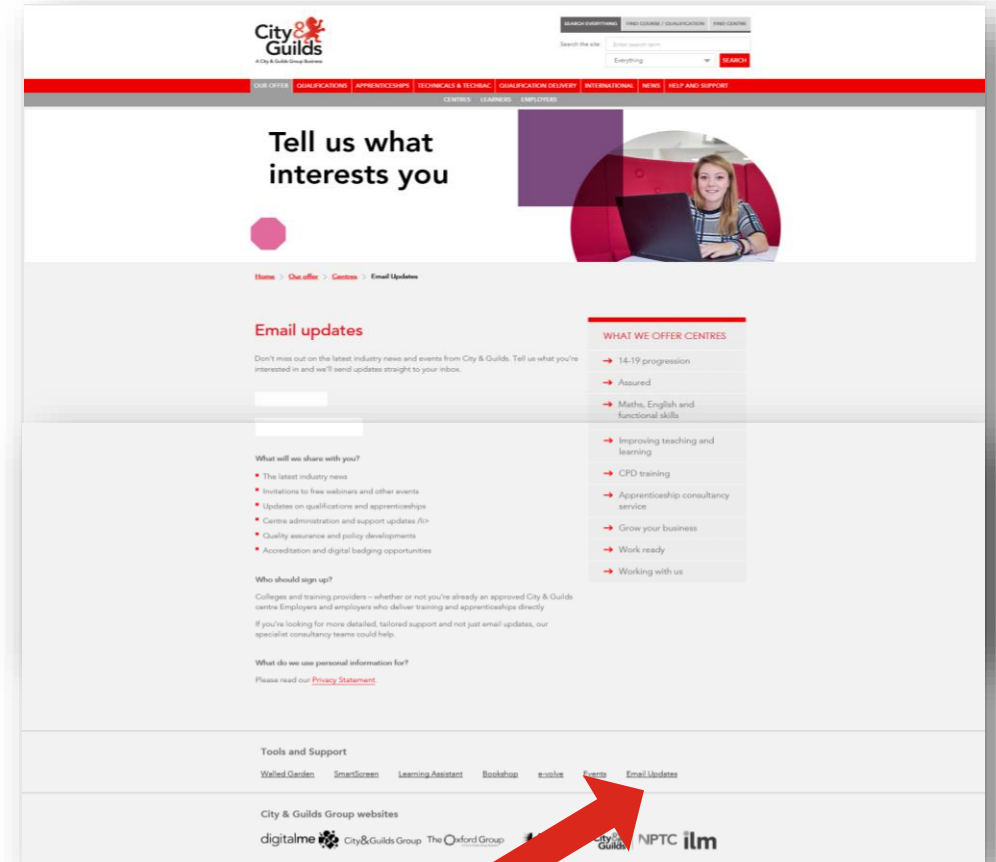
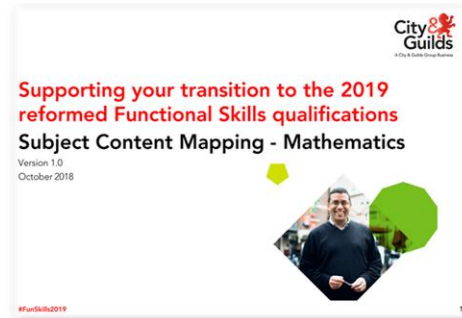
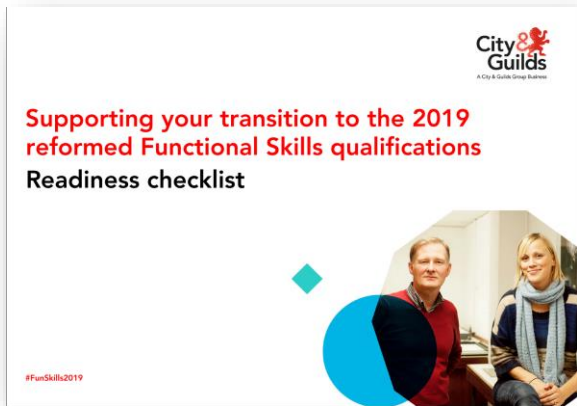
**Paul Sceeny**  
Technical Advisor

## **Any questions?**

As usual, please post your questions during the webinar.  
We might not be able to answer them live, but if not we'll add to the FAQs.

# New to these webinars?

If this is your first webinar, you can find the link to the recordings of **all** previous webinar on our **Functional Skills Updates** page.



**Don't forget**

To stay up-to-date, you need to sign up for our email alerts!



# Latest news

Ofqual Technical  
Evaluation



Launch of Open Assess



Launch events: for the  
full calendar of dates

[bit.ly/CGMathsEnglishEvents](https://bit.ly/CGMathsEnglishEvents)

Don't forget the **draft** samples assessments for all of our reformed FS qualifications are on our **current [Functional Skills \(3748\) qualification documents webpage](#)**.

They are available from a folder called **Functional Skills reform** in the **Additional documents** folder.

# OpenAssess – launched today 1 May 2019

**OpenAssess is our new, free, on-screen practice test tool – developed for Functional Skills exams**

- It's a parallel, open, version of SecureAssess (e-volve)
  - the platform we use for live on-screen tests.
- It hosts our sample on-screen Functional Skills external assessments
  - instead of these just being on our website.
- It will record your learners' practice test attempts, and store their responses
  - so you can access and mark them afterwards
  - allows you to provide feedback and judge their readiness for the live test.
- Currently the **current** (3748) Functional Skills sample assessments are available.
- Sample versions of the reformed (4748) Functional Skills exams will be available through OpenAssess from September.





## Places still available on these events - book your place: [bit.ly/CGMathsEnglishEvents](https://bit.ly/CGMathsEnglishEvents)

<b>09/05/2019</b>	City & Guilds and ILM office, Burntwood
<b>15/05/2019</b>	JTL Training Birmingham
<b>22/05/2019</b>	City & Guilds and ILM office, Burntwood
<b>05/06/2019</b>	City & Guilds office, Wakefield
<b>12/06/2019</b>	City of Plymouth College
<b>17/06/2019</b>	City & Guilds office, Wakefield
<b>27/06/2019</b>	Sunderland College, North East
<b>28/06/2019</b>	West Notts College
<b>05/07/2019</b>	City & Guilds office, London
<b>10/07/2019</b>	City & Guilds office, Wakefield
<b>17/07/2019</b>	City & Guilds office, Warrington
<b>26/07/2019</b>	City & Guilds office, London
<b>30/07/2019</b>	PETA Training, Portsmouth

# Operational changes



# New qualifications...

**First teaching: 1 September 2019**

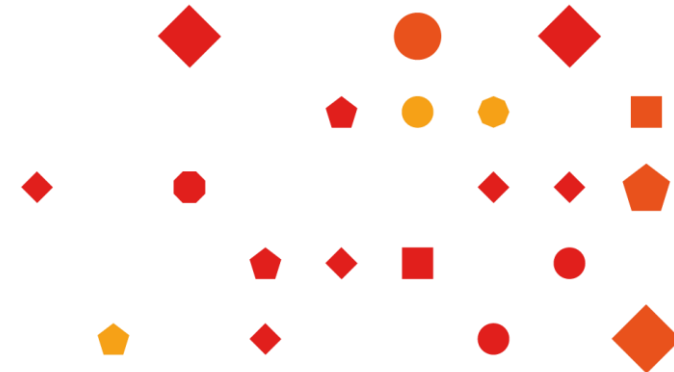
- **Five** levels: Entry 1, Entry 2, Entry 3, Level 1 and Level 2
- **Two** points of registration per subject area
  - 4748-01 – Entry level English
  - 4748-02 – Level 1-2 English
  - 4748-03 – Entry level Mathematics
  - 4748-04 – Level 1-2 Mathematics
- **ICT** arrangements are still being formalised and will be shared once this has been set

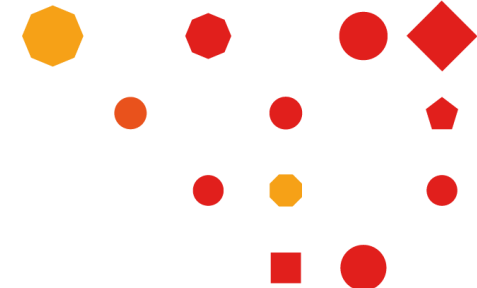




# Assessments/Exams

- Entry level: on-demand availability, paper delivery
- Levels 1-2: on-demand availability, paper and on-screen delivery
- Internal/External Quality Assurance (IQA and EQA) processes continue to apply for Entry Level; also for Speaking, Listening and Communicating at levels 1-2.
- No 'spiky' profile within FS English
  - all three components must be achieved at same level.





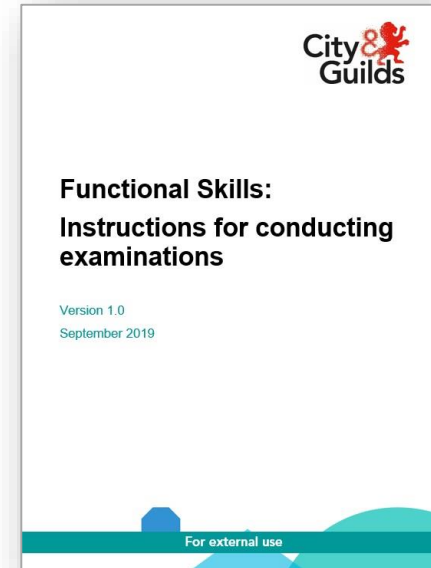
# Operational Changes...

Transition from legacy Functional Skills to new qualifications:

Date	FS English	FS Mathematics
31 August 2019	Last <b>registration</b> date for new learners	Last <b>registration</b> date for new learners
30 April 2020	Final assessment date for Internally assessed components (Entry level Reading and Writing & SLC at all levels)	Final assessment date for internally assessed components (Entry Level maths)
	Final <b>booking</b> for Named on Demand (paper-delivered) assessments Level 1-2 Reading and Writing	Final <b>booking</b> Named on Demand (paper-delivered) assessments Level 1-2
	Final <b>booking</b> for on-screen assessments Level 1-2 Reading and Writing	Final <b>booking</b> for assessments Level 1-2
31 May 2020	Final <b>assessment</b> date for externally marked components (Level 1-2 Reading and Writing)	Final <b>assessment</b> date for Level 1-2
31 July 2020	Last date for EQA activity relating to Entry level and Level 1-2 SLC	Last date for EQA activity relating to Entry level
31 August 2020	Final <b>certification</b> date for 3748-01	Final <b>certification</b> date for 3748-02

# Conducting exams

- The Functional Skills reforms bring new challenges and increased rigour, which we welcome.
- Ofqual is expecting greater consistency across awarding organisations and more security around assessment delivery, particularly where exams are delivered on demand, on paper.
- In recognition of this increased rigour, there will be new and clearer documentation around the conduct of exams and assessments and common rules across awarding organisations.

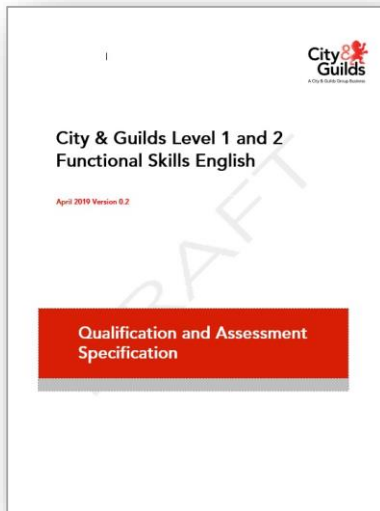


# Key documents



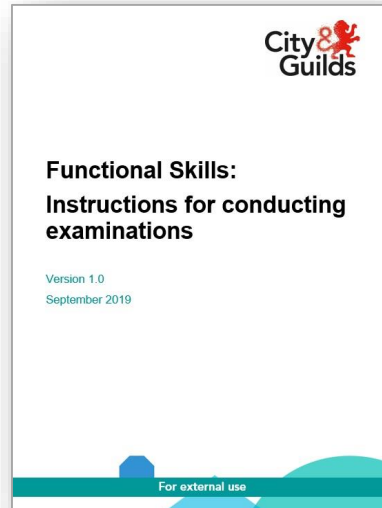
## Handbook and specification documents

Sets out scope and design of our Functional Skills qualifications, including assessment coverage and weightings.



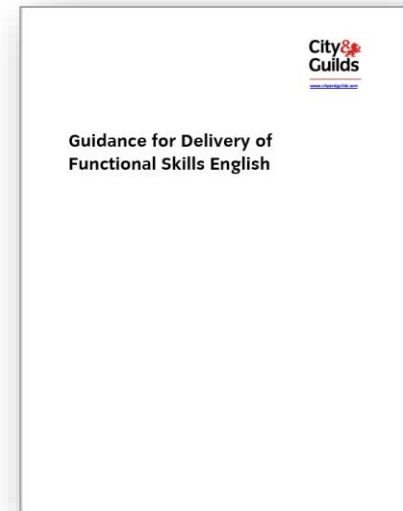
## Instructions for conducting exams

Sets out our operational requirements for managing externally marked exams.



## Guidance for delivery

For September: produced by our chief examiners; detailed guidance on design of, and allocation of marks within, our externally marked exams.



# Delivery

# Sample assessments

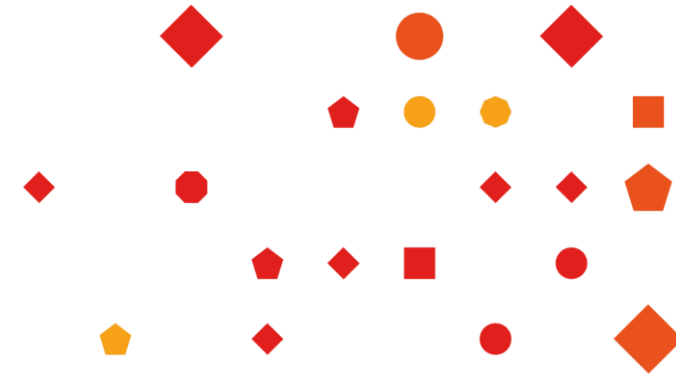
**We have now published sample assessments for Maths and English from Entry 1 to Level 2**

- To access them visit the qualifications document webpage for the current (3748) Functional Skills:

<https://www.cityandguilds.com/qualifications-and-apprenticeships/skills-for-work-and-life/english-mathematics-and-ict-skills/3748-functional-skills-qualifications#tab=documents>

- Select the “Additional Documents” dropdown
- Then select “Functional Skills reform”

The mark schemes and assessments have been uploaded as one document



# Questions

Any comments, questions or feedback...

[fsreform@cityandguilds.com](mailto:fsreform@cityandguilds.com)



# Keeping up with developments

## #FunSkills2019 webinars every month - right through to the summer

- You'll get an email reminder each month as long as you've signed up.
- Recordings of **every** session to-date (apart from the special phonics webinar) available from the [Functional Skills updates](#) page.

## Next month's webinar

- Wednesday **5 June**



# Thank you

For more information about the Functional Skills reform programme, please visit

[cityandguilds.com/mathsandenglish](https://cityandguilds.com/mathsandenglish)

Then follow links to [Functional Skills updates](#).

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There's a dedicated email address:

[fsreform@cityandguilds.com](mailto:fsreform@cityandguilds.com)

Use **#FunSkills2019** to join the social media conversation:

- follow Amanda [@MathsEnglish\\_CG](#)
- follow Paul [@PaulSceeny\\_CG](#)
- follow Katherine [@KatherineC\\_CG](#)