

7546 – Employability and Personal Development

Fast Facts and Tips

1.	<p>The units are all coded series</p> <p>Entry Level 2 are the '200' series</p> <p>Entry Level 3 are the '300' series</p> <p>Level 1 are the '400' series</p> <p>Level 2 are the '500' series</p> <p>Vocational units are the '800' series</p> <p>(A couple of '600' have crept in at Level 1 and 2 because we've run out)</p>
2.	<p>More than 50% of the credits in a qualification have to be at or above the level the qualification will be claimed at.</p>
3.	<p>The assessment methodology is a portfolio of evidence internally assessed and quality assurance and validated by external quality assurance</p>
4.	<p>There is not a requirement for the vocational units to be delivered by a vocational specialist or in a vocationally equipped environment, although it does sometimes help.</p>
5.	<p>The certificate can be claimed when the candidate has finished their period of learning, there are multiple step on and step off points.</p>
6.	<p>There are regular alerts and updates sent out to centre staff</p>
7.	<p>There is a tutor forum to use for queries and information</p>
8.	<p>There are similar units at different levels to meet different learner needs, they can be stepped up or down dependent upon progress supporting mixed ability group sessions and differentiation</p>
9.	<p>Always check for barred combinations, there should be no overlap of specific learning outcomes across units</p>
10.	<p>A cluster of generic units can be used to support a unique activity e.g. a project or charity work e.g. Community Project, Team working, Planning for Progression, Enterprise Activity.</p>