

Essential Skills Wales (3768 and 3846)



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**MATHS &
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Numeracy, literacy, ICT/digital skills and wider key skills...

Being able to communicate, use numbers, handle information and use technology is essential to almost every aspect of life and work. Employers also value people who can solve problems, work with others and improve their own performance.

City & Guilds' **Essential Skills Wales** qualifications help to equip learners with these crucial skills and set them on the road to success – wherever they want to go.

Essential Skills Wales (ESW)

Qualification title	QAN	Credit	GLH	City & Guilds number
Entry Level Essential Skills Wales in Communication (Entry 1)	500/8939/0			
Entry Level Essential Skills Wales in Communication (Entry 2)	500/8952/3			
Entry Level Essential Skills Wales in Communication (Entry 3)	500/8942/0	6	60	3768-01 (3768-02)
Level 1 Essential Skills Wales in Communication	500/7616/4			
Level 2 Essential Skills Wales in Communication	500/7617/6			
Level 3 Essential Skills Wales in Communication	500/7618/8			
Entry Level Essential Skills Wales in Application of Number (Entry 1)	500/8944/4			
Entry Level Essential Skills Wales in Application of Number (Entry 2)	500/8945/6			
Entry Level Essential Skills Wales in Application of Number (Entry 3)	500/8946/8	6	60	3768-01 (3768-03)
Level 1 Essential Skills Wales in Application of Number	500/7619/X			
Level 2 Essential Skills Wales in Application of Number	500/7620/6			
Level 3 Essential Skills Wales in Application of Number	500/7629/2			
Entry Level Essential Skills Wales in Information and Communication Technology (Entry 1)	500/8949/3			
Entry Level Essential Skills Wales in Information and Communication Technology (Entry 2)	500/8950/X			
Entry Level Essential Skills Wales in Information and Communication Technology (Entry 3)	500/8951/1	6	60	3768-01 3768-04
Level 1 Essential Skills Wales in Information and Communication Technology	500/7621/8			
Level 2 Essential Skills Wales in Information and Communication Technology	500/7622/X			
Level 3 Essential Skills Wales in Information and Communication Technology	500/7623/1			

What's available, at a glance

- Essential Skills Wales**
 Application of Number, Communication, ICT
 (Entry 1, Entry 2, Entry 3, Level 1, Level 2, Level 3)
- Essential Skills for Work and Life**
 a range of 'bite-sized' units covering each of the three essential skill areas, that can be used as part of a flexible and personalised learning programme
 (Entry 1, Entry 2, Entry 3, Level 1, Level 2, Level 3)
- wider Key Skills**
 Working with Others, Improving Own Learning and Performance, Problem Solving
 (Level 1, Level 2, Level 3, Level 4)

...Essential Skills

Wider Key Skills

Qualification title	QAN	Credit /GLH	City & Guilds number
Level 1 Key Skills in Working with Others	100/4040/7		
Level 2 Key Skills in Working with Others	100/4041/9		
Level 3 Key Skills in Working with Others	100/4042/0		
Level 4 Key Skills in Working with Others	100/4043/2		
Level 1 Key Skills in Improving Own Learning and Performance	100/4032/8	n/a	3768-01 (3768-02) (3768-03) (3768-04)
Level 2 Key Skills in Improving Own Learning and Performance	100/4033/X		
Level 3 Key Skills in Improving Own Learning and Performance	100/4034/1		
Level 4 Key Skills in Improving Own Learning and Performance	100/4035/3		
Level 1 Key Skills in Problem Solving	100/4036/5		or stand-alone via 3638-21
Level 2 Key Skills in Problem Solving	100/4037/7		
Level 3 Key Skills in Problem Solving	100/4038/9		
Level 4 Key Skills in Problem Solving	100/4039/0		

Essential Skills for Work and Life

Qualification title	QAN	Credit	GLH	City & Guilds number
Entry Level Award in Essential Skills for Work and Life (Entry 1)	600/7647/1	6	60	
Entry Level Certificate in Essential Skills for Work and Life (Entry 1)	600/7185/0	16	160	
Entry Level Extended Certificate in Essential Skills for Work and Life (Entry 1)	600/7191/6	24	240	
Entry Level Diploma in Essential Skills for Work and Life (Entry 1)	600/7188/6	37	370	
Entry Level Award in Essential Skills for Work and Life (Entry 2)	600/7648/3	6	60	
Entry Level Certificate in Essential Skills for Work and Life (Entry 2)	600/7186/2	16	160	
Entry Level Extended Certificate in Essential Skills for Work and Life (Entry 2)	600/7747/5	24	240	
Entry Level Diploma in Essential Skills for Work and Life (Entry 2)	600/7189/8	37	370	
Entry Level Award in Essential Skills for Work and Life (Entry 3)	600/7649/5	6	60	3846-01
Entry Level Certificate in Essential Skills for Work and Life (Entry 3)	600/7187/4	16	160	
Entry Level Extended Certificate in Essential Skills for Work and Life (Entry 3)	600/7748/7	24	240	
Entry Level Diploma in Essential Skills for Work and Life (Entry 3)	600/7190/4	37	370	
Level 1 Award in Essential Skills for Work and Life	600/7192/8	6	60	
Level 1 Certificate in Essential Skills for Work and Life	600/7193/X	16	160	
Level 2 Award in Essential Skills for Work and Life	601/1396/0	6	60	
Level 2 Certificate in Essential Skills for Work and Life	601/1397/2	16	160	
Level 3 Award in Essential Skills for Work and Life	601/1398/4	6	60	
Level 3 Certificate in Essential Skills for Work and Life	601/1412/5	16	160	

Essential Skills Wales (3768)

Essential Skills for Work and Life (3846)

About Essential Skills Wales

The Essential Skills Wales (ESW) qualifications were introduced in 2010, replacing the 'first three' Key Skills and Basic Skills (Adult Numeracy/Literacy) qualifications.

These qualifications are accessed in a wide range of settings, including Apprenticeships and community learning. They are also currently a mandatory component of the Welsh Baccalaureate.

These skills remain a high priority for the Welsh Government, although the current ESW qualifications will be revised from 2015 to reflect the changes outlined in the 2012 Review of Qualifications.

About Essential Skills for Work and Life

The Essential Skills for Work and Life qualifications allow learners to develop each of the three essential skill areas through flexible and personalised learning.

They are suitable for a wide range of settings, particularly community and work-based delivery where (because of time or other pressures) it might not be feasible to complete a full Essential Skills Wales (ESW) qualification.

They can also act as a stepping-stone towards ESW, as well as to refresh skills.

About the wider Key Skills

The wider Key Skills were originally introduced in the early 1990s to recognise a broader range of employability skills such as working with others, improving own performance and problem solving.

They remain available alongside the Essential Skills Wales (ESW) qualifications, and continue to be used within the Welsh Baccalaureate and some Apprenticeships in Wales.

City & Guilds makes these qualifications available **free of charge** to all ESW candidates, although we also offer them separately for a small charge

How are the qualifications assessed?

Most of these qualifications are currently **portfolio-assessed**. Evidence can be drawn from any purposeful activity in a context relevant to the learner.

The only exception to this is the Essential Skills Wales qualifications at **Entry** level, where City & Guilds provides a bank of set assignments that meet all of the evidence requirements for these qualifications.

Why work with us?

City & Guilds is the UK's leading vocational awarding organisation, trusted by learners and recognised by over 99% of employers. Our experience of offering literacy, numeracy and ICT skills qualifications throughout the UK is unrivalled, as is our ability to link these skills to vocational and real-life situations.

City & Guilds offers Essential Skills qualifications to colleges, training providers, employers and other organisations throughout Wales.

How will Essential Skills be changing from 2015?

Most of the current Essential Skills Wales (ESW) qualifications will be replaced from September 2015 by new qualifications in:

- **Essential Communication Skills**
available at levels 1-3, with a two-part end-assessment: controlled task and external test
- **Essential Application of Number Skills**
available at levels 1-3, with a two-part end-assessment: controlled task and external test
- **Essential Digital Literacy Skills**
available at Entry 1 to Level 3, with a controlled task end-assessment.

The wider Key Skills will be replaced by a new qualification in **Essential Employability Skills**. This incorporates the four skill areas of Planning and Organisation, Critical Thinking and Problem-Solving, Creativity and Innovation and Personal Effectiveness, although assessment of all four will be integrated into a single qualification.

Please note there will be no Essential Skills qualifications at Level 4 in future, and the current Entry level qualifications in ESW Communication and Application of Number will continue.

Part of our wider Maths and English offer
The Essential Skills qualifications are part of a range of qualifications and learning resources from City & Guilds to support the development of numeracy, literacy and language.

Other *City & Guilds Maths and English* products and services available in Wales include:

- **ESOL Skills for Life (4692)**
a flexible range of English language qualifications designed to support speakers of other languages
- **Maths and English e-Toolkit**
comprising a wealth of multi-media resources aligned to the adult numeracy and literacy core curriculum, as well as an adaptive initial/diagnostic assessment.
- **Monthly All About Maths and English newsletter**
brings together any key developments relevant to maths, English or ICT/digital skills learning across Wales, England and Northern Ireland.
- **Regular support events and networks**
including webinars and face-to-face sessions.

For more information about the complete City & Guilds Maths and English offer, visit www.cityandguilds.com/mathsandenglish.

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