

ICT –Functional Skills

Qualification: Functional Skills Qualification in ICT
Entry level

Exam Board: NCFE

Level of Achievement: Entry 1- 2- 3

**For more
information**

Speak to:

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What will I learn?

Entry Level ICT Functional Skills are ideal for learners wishing to develop practical, transferable skills in ICT in order to work confidently, effectively and independently in life. They are suitable for a range of learners and are fundamental for completing various wider qualifications and frameworks, such as Foundation Learning.

Benefits:

The qualification will help students develop the following skills;

- Checking ICT work area safety
- Using emails, folders, and passwords
- Developing spreadsheet data on Excel
- Developing a Word document

How will I be assessed?

Task-based assessment (Coursework) taken in a controlled environment, which is then internally assessed and moderated and externally moderated.

Future opportunities

Learners who achieve the NCFE Functional Skills Qualification in ICT at Entry Level can progress to:

- NCFE Functional Skills Qualification in ICT at Level 1 and 2
- OCR Cambridge National – iMedia Level 1

