

## FUNCTIONAL SKILLS

### ASSESSMENT MODEL

#### ENGLISH

Reading and writing to be taken separately

- **Entry 3** – Externally set and marked. Reading 30 minutes and Writing 30 minutes. No multiple choice
- **Level 1** – Externally set and marked. Reading 45 minutes and Writing 45 minutes. No multiple choice
- **Level 2** – Externally set and marked. Reading 60 minutes and Writing 60 minutes. No multiple choice

Candidates receive 15 minutes reading time before each assessment

#### SPEAKING AND LISTENING (internally assessed)

- **Entry 1 and Entry 2** – between 5 and 10 minute assessment. Candidates participate in small group discussions
- **Entry 3** – between 5 and 15 minute assessment. Candidates participate in small group discussions with no more than 5 learners present
- **Level 1** - between 10 and 20 minute assessment. Candidates participate in a telephone conversation or presentation, and a discussion
- **Level 2** - between 15 and 30 minute assessment. Candidates participate in a presentation and a discussion

#### MATHS

- **Entry 3** – Externally assessed and marked. 60 minute assessment plus 15 minutes reading time
- **Level 1** - Externally assessed and marked. 60 minute assessment plus 15 minutes reading time
- **Level 2** - Externally assessed and marked. 90 minute assessment plus 15 minutes reading time

#### ICT

- **Entry 3** – Externally assessed and marked. 75 minute assessment.
- **Level 1** - Externally assessed and marked. 75 minute assessment.
- **Level 2** - Externally assessed and marked. 90 minute assessment.

## INFORMATION ABOUT CHANGES WE HAVE MADE

### ENGLISH

- No more pre-release material.
- Learners will also be able to do the reading and writing separately.
- They will receive a certificate for each individual component; reading, writing, speaking and listening, as well as a certificate for the overall functional skills qualification.
- Speaking and listening, we will provide guidelines to the timings for the speaking and listening assessment

### MATHS

- Learners will no longer have a choice. The paper will have a total of 3 tasks and learners will need to answer all three; number, statistics and shape, space and measure

### ICT

- There will be a two week window every month in which learners can take the ICT assessment.
- Learners will still need to complete pre-release research activity before they sit the assessment. The pre-release material will be available from the website up to four weeks before the relevant assessment window

ICT assessments will be available in the following windows

- September – 14<sup>th</sup> – 25<sup>th</sup>
- October – 12<sup>th</sup> – 23<sup>rd</sup>
- November – 9<sup>th</sup> – 20<sup>th</sup>
- December – 7<sup>th</sup> – 18<sup>th</sup>
- January – 11<sup>th</sup> – 23<sup>rd</sup>
- February – 8<sup>th</sup> – 20<sup>th</sup>
- March – 8<sup>th</sup> – 20<sup>th</sup>

### ENTRY 1 AND ENTRY 2

Centres devise their own assessment for all subjects at Entry 1 and Entry 2. We provide a template on what needs to be included. Centres then submit the paper and mark scheme for approval. Once the material has been approved, learners can sit the assessment using that material. Centres then mark the assessment and claim certificates. We will moderate Entry 1 and Entry 2 in the centre.

Approval usually takes up to 8 weeks. We are also advising centres to submit 3 papers that are clones of each other, with slight changes. This way centres will have a paper for resits and one in the bank in case of security breaches.

### ON-DEMAND

English and Maths assessments at Entry 3, Level 1 and Level 2 will be available on-demand from September 2009

ICT at all levels will be available in two-week windows every month

### ON-LINE/ON-SCREEN

Level 2 Reading and Writing and Level 2 Maths will be available online from September 2009. All Entry 3, Level 1 and Level 2 assessments, including Speaking and Listening will be available online from March 2010.

## TIMELINE (SEPTEMBER 2009 – SEPTEMBER 2010)

7<sup>th</sup> September 2009 – registration opens. Assessments will be available on-demand

7<sup>th</sup> September 2009 – candidates can complete Level 2 Reading and Writing and Level 2 Maths assessments on-line

1<sup>st</sup> March 2010 – candidates can complete Entry 3, Level 1 and Level 2 assessments online (including Speaking and Listening)

September 2010 – Functional Skills goes Live

## CENTRES WISHING TO JOIN THE PILOT

Centres wishing to join the pilot in the third year will have to meet one or more of the following criteria:

- All existing centres
- All new FLT centres
- All Diploma centres offering assessment in 2009/10
- All Diploma centres offering Level 3 assessment in 2010/11
- Centres offering learning in the custodial sector or probation service
- Providers of adult education
- ESOL and apprenticeship learners
- Centres offering Entry Level learners

If you meet any of these, then you would be able to join the pilot.

If you would like to join the pilot, please email Cheryl Bott on [cherylbott@ediplc.com](mailto:cherylbott@ediplc.com) or telephone 02476 516588