



ETCAL - Level 2 Certificate in Digital Skills
603/6442/7

Qualification aim

This qualification informs and guides learners in the further development of a variety of digital skills.

Qualification introduction

These qualifications is made up of 6 mandatory units that will support learners in progressing skills beyond introduction and into advanced use. They will be able to use aspects of digital applications and connections at a level beyond introduction and towards advanced.

Assessment

In order to achieve this qualification a learner must complete the units identified below. The assessment criteria determine the standard required to achieve each unit and allow for a variety of assessment methods to be used as appropriate to the environment the qualification is delivered in. There is no examined assessment element in this qualification.

Progression

On completion of this qualification, learners will be prepared to progress to level 2 and 3 qualifications in a range of occupations within the sector, this could include but not limited to apprenticeships.

Achievement

In order to achieve the qualification a learner must complete the 6 mandatory units and to gain the 15 credits required. There is no examined assessment element in this qualification

Qualification Number		603/6442/7
Qualification Framework		RQF
Title		Certificate in Digital Skills
Qualification Level		Level 2
Guided Learning Hours		135GLH
Total Qualification Time		150 TQT
Qualification Credit Value		15 Credits
Qualification Grading Structure		Pass / Fail

Unit Title	Mandatory/Optional	GLH	TQT	Credit Value	Grading
Using Digital Technology in the Home	M	35	40	4	Pass / Fail
Using the Internet	M	20	20	2	Pass / Fail
Using E-Mail	M	20	20	2	Pass / Fail
Using Spreadsheets	M	20	20	2	Pass / Fail
Using Word Processing Software	M	20	20	2	Pass / Fail
Digital Device Safety Awareness	M	20	30	3	Pass / Fail
Total		135	150	15	Pass / Fail