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About this Access to HE Diploma guide

This Access to HE Diploma specification is intended for Tutors, Assessors, Internal Quality Assurers, Quality Managers and other staff within Gateway Qualifications Access to HE approved providers/or prospective providers.

It sets out what is required of the learner in order to achieve the Access to HE Diploma. It also contains information specific to managing and delivering the Access to HE Diploma (s) including specific quality assurance requirements.

The guide should be read in conjunction with the Gateway Qualifications Access to HE Provider Handbook and other publications available on the website which contain more detailed guidance on assessment and verification practice.

In order to offer this Access to HE Diploma you must be a Gateway Qualifications recognised centre and approved to offer Access to HE Diplomas.

If your centre is not yet recognised, or diploma approved, please contact our Development Team to discuss

Telephone: 01206 911211

Email: enquiries@gatewayqualifications.org.uk

Website: <https://www.gatewayqualifications.org.uk/advice-guidance/delivering-our-qualifications/become-recognised-centre/>

Contents

About this Access to HE Diploma guide	3
1. Diploma Information.....	6
1.1 Overview of the Access to Higher Education Diploma	6
1.2 About this Diploma.....	6
1.3 Purpose	7
1.4 Aims	7
1.5 Objectives.....	7
1.6 Sector Subject Area.....	7
1.7 Target groups	7
1.8 Delivery methods.....	8
1.9 Achievement methodology.....	8
1.10 Geographical coverage.....	8
1.11 Progression opportunities	8
1.12 Equality, Diversity and Inclusion	9
2. Learner Entry Requirements.....	10
2.1 Age.....	10
2.2 Prior qualifications	10
2.3 Prior skills/knowledge/understanding.....	10
2.4 Access to qualifications for learners with disabilities or specific needs.....	10
2.5 Additional requirements/guidance.....	11
2.6 Recruiting learners with integrity.....	11
3. Achieving the Access to HE Diploma	12
3.1 Qualification specification	12
3.2 Rules of Combination	12
3.3 Additional completion requirements	18
3.4 Recognition of Prior Learning	18
4. Access to HE Units of Assessment.....	19
4.1 Unit specification	19
4.2 Academic subject content.....	19
4.3 Graded and ungraded units	19
4.4 Revisions to Access to HE Units of Assessment.....	20
5. Assessment and Quality Assurance	21
5.1 Provider requirements	21
5.2 Staffing requirements.....	21
5.3 Facilities and resources	21
5.4 Quality Assurance Requirements.....	22

5.5 Additional requirements/guidance.....	22
6. Unit Details	23
Mandatory Units: Graded Academic Subject Content.....	23
Graded Research Units	27
Optional Graded Units: Humanities.....	31
Mandatory Units: Ungraded	53
Optional Units: Ungraded.....	58
7. What to do next	71
8. Gateway Qualifications	71

1. Diploma Information

1.1 Overview of the Access to Higher Education Diploma

The Access to Higher Education (HE) Diploma is a nationally recognised qualification with common requirements relating to the description of learner achievement. The Diploma is:

- a level 3 qualification, regulated by the Quality Assurance Agency (QAA) for Higher Education
- a unitised qualification, based on units of assessment which are structured in accordance with the Access to HE unit specification
- a credit-based qualification, operated in accordance with the terms of the Access to HE credit specification
- a graded qualification, as determined by the Access to HE Grading Scheme.

Details of the credit framework and requirements relating to the award of credit are provided within the Quality Assurance Agency Recognition Scheme for Access to Higher Education: The Access to Higher Education Diploma specification 2013.

Individual named Diplomas are identified by separate titles and are validated at by Gateway Qualifications as an Access Validating Agency (AVA) recognised by the Quality Assurance Agency for Higher Education (QAA). Each Diploma has its own approved set of units of assessment, governed by rules of combination, which are appropriate to the subject of the particular Diploma. The common grading requirements apply to all individual Diplomas.

1.2 About this Diploma

The Diploma allows learners to undertake study related to humanities. Learners will have the opportunity to develop skills which will enable progression to a range of degree level programmes including a focus on English language and literature, history, politics and philosophy which underpin most humanities degrees. Many learners join social science degrees after following A level study, so the diploma will place the Access to HE learners on a level with those who have followed A level studies.

Learners will complete mandatory units which cover an introduction to history skills, English language and literature and thinking in a philosophical manner but then they will be able to research an area of interest to them in more depth. They will study a range of optional units covering aspects of English language and literature, key events in history and have the opportunity to investigate specific aspects of politics or philosophy.

Ungraded units include units which will support access to higher education whilst supporting study and personal skills.

Learners who have followed these routes may need to develop their skills in specific areas as well as learning more about subjects in which they have an interest. If the learner has gone straight into employment, they may not have studied at Level 3 and so this Access Diploma will help them to build on existing skills and provide a good grounding for further academic study.

1.3 Purpose

The primary purpose of Access to HE Diplomas is to provide higher education progression opportunities for adults who, because of social, education or individual circumstances, may have achieved few, if any, prior qualifications.

1.4 Aims

The qualification aims to:

- reintroduce learners to education recognising prior skills and experience and the particular needs of those returning to learn
- offer learners a responsive, supportive return to learn experience at a level appropriate for entry to HE
- develop the appropriate skills such as study skills that are necessary to enable learners to succeed in their HE career
- address issues of widening participation and social inclusion
- raise learner awareness of the opportunities that a return to study and lifelong learning can bring.

1.5 Objectives

The objective of the Diploma is to enable learners to:

- satisfy the general academic requirements for entry to Higher Education
- prepare learners for HE level study generally and in subject areas appropriate to an intended HE course destination
- demonstrate appropriate levels of competence in subject specific skills and knowledge
- demonstrate practical, transferable and academic skills
- develop their confidence and ability to cope with a return to education at an advanced level
- enhance personal and career opportunities
- develop as independent and lifelong learners.

1.6 Sector Subject Area

11.2 Sociology and Social Policy

1.7 Target groups

- Adults who, because of social, educational or individual circumstances may have achieved few, if any, prior qualifications and wish to progress to HE
- Adults who have gone straight into industry (perhaps following apprenticeship routes) who wish to progress to HE.

1.8 Delivery methods

Delivery methods for the Access to HE Diploma (Humanities) can include:

- Face to face
- Blended learning

Work placements would also be beneficial and visits to museums would widen opportunities.

If the optional unit Introduction to a **Pre-20th Century Drama** is chosen, learners wishing to progress onto a literature degree should study key writers such as Shakespeare.

Assessment methods should include:

Essays, projects, presentations, self-evaluation, group discussions, SWOT analysis, case studies, short answer questions, literature review, exams, reports.

1.9 Achievement methodology

The Diploma will be awarded to learners who successfully achieve an approved combination of units through a Portfolio of Evidence that has been successfully verified and monitored through Gateway Qualifications' Quality Assurance process.

The qualification is therefore determined by successful achievement of all required unit assessments with no further requirement for additional/terminal assessment.

1.10 Geographical coverage

This qualification has been approved by for delivery in England.

1.11 Progression opportunities

Progression routes are into a range of degrees including:

BA (Hons) Humanities
 BA (Hons) Arts and Humanities (Creative Writing)
 BA (Hons) English Language and Literature
 BA (Hons) English Literature
 BA (Hons) English Literature and Creative Writing
 BA (Hons) History
 BA (Hons) History and Politics
 Social Sciences and Humanities Extended Degree - BA (Hons)
 BA (Honours) Social Sciences
 BA (Honours) Social Sciences (Politics)
 BA Liberal Arts
 BA in Education

The qualification does not provide guaranteed entry to UK higher education.

Learners will probably require a pass in maths and English at GCSE level or a Functional Skills qualification in English and Maths to progress onto a degree course.

1.12 Equality, Diversity and Inclusion

It is Gateway Qualifications' aim that there shall be equal opportunities and so meet the organisation's legal responsibilities to prevent discrimination.

In accordance it is the organisation's intention that there should be no discrimination on the grounds of a protected characteristic including age, disability, gender assignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation. It is acknowledged that this is not an exhaustive list.

2. Learner Entry Requirements

2.1 Age

The course is designed to meet the needs of adults who have been out of full time education for a significant period of time and who have not achieved some or any formal qualifications. This generally would apply to learners over the age of 19.

2.2 Prior qualifications

There is no requirement for learners to have achieved prior qualifications or units prior to undertaking this qualification.

Providers may ask learners for GCSEs as a mark of ability at Level 2 as an appropriate entry requirement to a Level 3 course.

2.3 Prior skills/knowledge/understanding

There is no requirement for learners to have prior skills, knowledge or understanding. However, learners would be expected to be able to demonstrate the skills and ability to study at Level 3.

2.4 Access to qualifications for learners with disabilities or specific needs

Gateway Qualifications and recognised providers have a responsibility to ensure that the process of assessment is robust and fair and allows the learner to show what they know and can do without compromising the rigour of the assessment used to evidence the criteria.

Gateway Qualification has a duty to permit a reasonable adjustment where an assessment arrangement would disadvantage a learner with a disability, medical condition or learning need.

The following adaptations are examples of what may be considered for the purposes of facilitating access, as long as they do not impact on any competence standards being tested:

- adapting assessment materials
- adaptation of the physical environment for access purposes
- adaptation to equipment
- assessment material in an enlarged format or Braille
- permitting readers, signers, scribe, prompter, practical assistant
- changing or adapting the assessment method
- extra time, e.g. assignment extensions
- transcript
- use of assistive software where the software does not influence the learners' ability to demonstrate the skills, knowledge or understanding e.g. use of spellchecker in an English assessment

- using assistive technology
- use of CCTV, coloured overlays, low vision aids
- use of a different assessment location
- use of ICT/responses using electronic devices.

It is important to note that not all of the adjustments (as above) will be reasonable, permissible or practical in particular situations. The learner may not need, nor be allowed the same adjustment for all assessments.

Learners should be fully involved in any decisions about adjustments/adaptations. This will ensure that individual needs can be met, whilst still bearing in mind the specified assessment criteria for a particular qualification.

A reasonable adjustment for a particular learner may be unique to that individual and may not be included in the list of available access arrangements specified above.

Details on how to make adjustments for learners is set out in the Reasonable Adjustment and Special Considerations Policy and Procedures.

2.5 Additional requirements/guidance

Learners must have a UK address (including BFO) to be registered on an Access to HE Diploma.

2.6 Recruiting learners with integrity

It is vital that providers recruit with integrity. Providers must ensure that learners have the correct information and advice on their selected qualification(s) and that the qualification(s) will meet their needs.

The recruitment process must include the provider undertaking the assessment of each potential learner and making justifiable and professional judgements about the learner's potential to successfully complete the assessment and achieve the qualification. Such an assessment must identify, where appropriate, the support that will be made available to the learner to facilitate access to the qualification.

3. Achieving the Access to HE Diploma

3.1 Qualification specification

The generic requirements for the Access to HE Diploma are that learners must achieve a total of 60 credits of which 45 credits must be achieved at level 3 from graded units that are concerned with academic subject and the remaining 15 credits can be achieved at level 2 or level 3 from units which are ungraded. It is recommended you include no more than 6 ungraded 'academic subject content' credits. The ungraded credits can be mandatory or optional within the Diploma. The approved Rules of Combination for this qualification are detailed below.

Where there is a selection of optional units within the permitted rules of combination, the selection of units to be used to form the Diploma course must be made before the learners are registered. Learners must be registered with Gateway Qualifications within 12 weeks of the start of the course or before application to UCAS, whichever is soonest.

3.2 Rules of Combination

The structure sets out the units required to be achieved the Access to Diploma, comprising of:

- Graded Academic mandatory units – Level 3
- Graded Academic optional units - Level 3
- Graded Research units - Level 3
- Ungraded units – Level 2/3.

Learners must achieve a total of 60 credits and meet unit group requirements.

Learners must complete a total of 60 credits of which 45 credits must be achieved at level 3 from graded units which are concerned with academic subject content and the remaining 15 credits must be achieved at level 3 from units which are ungraded.

Learners must complete 9 credits from the mandatory group, a maximum of 6 credits from the Research optional group and the remaining 30 credits must be taken from the Humanities optional group. Learners must complete 15 credits of ungraded units with 9 credits from the Mandatory ungraded group and 6 credits from the optional group.

Mandatory Units: Graded Academic Subject Content

Learners must achieve 9 credits from this group.

Unit Code	Unit Title	Level	Credits	Content	Grade Descriptors	Suggested Assessment Methods	Assessment Volume
QU014145	History Skills	3	3	Academic	2, 4, 7	Literature review	1500 words
QU025905	Introduction to English Language and Literature	3	3	Academic	1, 2, 5, 7	Essay	1500 words
QU026346	Introduction to Philosophy	3	3	Academic	2, 7	Structured questions	1500 words

Graded Units: Research

Learners must achieve 6 credits from this group.

Unit Code	Unit Title	Level	Credits	Content	Grade Descriptors	Suggested Assessment Methods	Assessment Volume
QU026350	Humanities - Research Skills	3	6	Academic	1, 2, 3, 4, 7	Research diary Research proposal Report Evaluation	500 words 500 words 1500 words 250 words
QU026348	Humanities Research Project - Methodology	3	6	Academic	2, 3, 4, 6, 7	Research project	Research plan 200 words, research report 2,500 words, evidence of research carried out (questionnaires) 300 words

Optional Graded Units: Humanities

Learners must achieve 30 credits from this group.

Unit Code	Unit Title	Level	Credits	Content	Grade Descriptors	Suggested Assessment Methods	Assessment Volume
QU011218	Culture and Identity	3	3	Academic	1, 2, 7	Academic Poster + bibliography	1000 words + bibliography
QU025888	English Literature - Prose Criticism	3	6	Academic	1, 2, 5, 7	Individual Presentation 2 x Text Analysis	10 minutes 1000 words x 2
QU006877	Globalisation	3	3	Academic	2, 5, 7	2 x case studies, individual presentation with questions	2 x 500 words, 10 minutes with 5 minutes questions
QU014899	Introduction to a Pre-20th Century Drama	3	6	Academic	1, 2, 5, 7	Essay Review of a performance	2 hours open book 750 words
QU026360	Introduction to Literature: Responding to Poetry	3	6	Academic	1, 2, 5, 7	Reading diary Essay	1500 words 1500 words
QU006987	Introduction to Religious Thought	3	3	Academic	1, 7	Essay	1500 words
QU025884	Introduction to the History of English	3	3	Academic	1, 2, 5, 7	Essay Timeline Translation	800 words 500 words 150-200 words
QU026240	Media and Society	3	3	Academic	1, 2, 7	Essay	1500 words
QU006927	Political Philosophy	3	6	Academic	1, 2, 5, 7	Exam Essay Literature review	1.0 hour closed book 1500 words 750 words
QU010484	Political Processes	3	3	Academic	1, 7	Essay	1500 words
QU026353	Produce copy for digital media communication	3	6	Academic	3, 5, 7	Portfolio of copy for three types of digital media communications	Digital portfolio for three different digital media communications including annotation to show accuracy

Unit Code	Unit Title	Level	Credits	Content	Grade Descriptors	Suggested Assessment Methods	Assessment Volume
							checking and commentary on development
QU011215	Social Change & Reform in 19th Century Britain	3	3	Academic	2, 7	Timeline 2 x case studies	500 words 2 x 500 words
QU026357	Study of a Specified Historical Event	3	6	Academic	1, 2, 7	Literature review Essay	1000 words 2000 words
QU014443	Techniques in Creative Writing	3	3	Academic	3, 5, 6, 7	Portfolio, prose, verse, reflective account	Portfolio of annotated prose and verse (at least two of each), 500 words
QU014292	The Colonisation of Africa and Resistance	3	3	Academic	2, 4, 7	Essay	1500 words
QU025893	The Study of Non Fiction Texts	3	6	Academic	2, 5, 7	Evaluation Article Text Analysis of minimum of 3 texts	500 words 1000 words 1500 words
QU006791	Women's History 1832-1918	3	6	Academic	1, 2, 7	Essay Academic poster	2000 words 500 words plus a 5 minute presentation
QU025899	World War One - The Trenches and The Home Front 1914/18	3	6	Academic	1, 7	Essay Individual presentation	2000 word 10-minute presentation including bibliography and supporting evidence
QU026234	Writing for Magazines	3	3	Academic	3, 4, 5, 7	Interview research and planning notes Interview transcript, magazine article created using interview	300 words 800 words 1,000 words

Unit Code	Unit Title	Level	Credits	Content	Grade Descriptors	Suggested Assessment Methods	Assessment Volume
						Essay including evaluation of own work	

Mandatory Units: Ungraded

Learners must achieve 12 credits from this group.

Unit Code	Unit Title	Level	Credits	Content	Recommended Assessment methods	Assessment Volume
QU018346	Academic Reading Skills	3	3	Other	Exam	1.5 hours closed book
QU025276	Academic Writing Skills	3	3	Other	Notes from a range of sources, essay plan, essay	300 words, 200 words, 1000 words
QU025532	Preparation for Higher Education	3	3	Other	Analysis UCAS Statement Preparing for interview questions Chart	1500 words in total

Optional Units: Ungraded

Learners must achieve 3 credits from this group.

Unit Code	Unit Title	Level	Credits	Content	Suggested Assessment Methods	Assessment Volume
QU017819	Being a Reflective Learner	3	3	Other	Reflective accounts	1500 words
QU007560	Communication - Speaking and Listening	3	3	Other	Oral presentation, group discussion, self evaluation	15 minutes, 15-20 minutes, Supporting materials 500 words, self evaluation 200 words
QU025278	Developing Professional Attributes	3	3	Other	Essay SWOT Analysis	1000 words 300 words

Unit Code	Unit Title	Level	Credits	Content	Suggested Assessment Methods	Assessment Volume
QU010767	Introduction to the Grammar of English	3	3	Other	Structured questions	1500 words
QU025402	Professional Interpersonal Skills	3	3	Other	Essay SWOT Analysis	1100 words 250 words
QU028487	Promoting Wellbeing and Building Resilience	3	3	Other	Report	1500 words
QU026344	References and Reliability of Sources	3	3	Other	Literature review	1500 words including recognised form of referencing and bibliography
QU018318	Study Skills	3	3	Other	Study Plan Worksheets Assignment Plan	200 words 250 words 500 words
QU033854	Sustainability Project	3	3	Academic	Report, including project plan and reflection	1000 words
QU033880	The Fundamentals of Environmental Sustainability	3	3	Academic	Report	1500 words

3.3 Additional completion requirements

Learners will probably require a pass in biology/science subject alongside maths and English at GCSE level to progress onto a degree course.

Delivery providers should make learners aware of HEI course entry requirements.

3.4 Recognition of Prior Learning

Recognition of prior learning is a process that considers if a learner can meet the specified assessment requirements through knowledge, understanding or skills that they already possess and that can contribute towards the attainment of a qualification for which they are undertaking.

For further information please refer Annex C, Access to HE Diploma Specification, <https://www.accesstohe.ac.uk/AboutUs/Publications/Documents/Access-Diploma-Specification.pdf>

4. Access to HE Units of Assessment

4.1 Unit specification

A common unit specification applies to all units with Access to HE Diplomas the unit specification follows a standard template covering the following elements:

- title
- level
- credit value
- unit code
- learning outcomes
- assessment criteria
- grade descriptors
- type of unit (academic subject content or not).

The units of assessment for the Access to HE Diploma (Humanities) are contained within this Access to HE Diploma Guide.

4.2 Academic subject content

A unit is classified as having academic subject content, if the unit's knowledge and skills are directly related to the subject of the name of the Access to HE Diploma. Units will not meet the academic subject content requirement if they are principally concerned with personal development, generic English or mathematics, or study skills.

4.3 Graded and ungraded units

Graded units – grading operates at unit level and only applies to units which have been approved by Gateway Qualifications within a named Access to HE Diploma. Learner achievement for graded units is recorded as Pass, Merit or Distinction for each unit, as set out in the QAA Access to HE Grading Scheme, 2012. Graded units will also satisfy the criteria of academic subject content.

There is a common set of broad generic grade descriptors which are used as the basis for all grading judgements on all courses:

- 1 Understanding the subject
- 2 Application of knowledge
- 3 Application of skills
- 4 Use of knowledge
- 5 Communication and presentation
- 6 Autonomy / Independence
- 7 Quality.

The seven grade descriptors are not subject specific. They can, however, through careful selection and in appropriate combinations, be used on all courses, with all units and for all

assignments. The descriptors to be used with a particular unit are selected with reference to the main aspects of learner performance that need to be taken into account when grading decisions are made for that unit. They are formally assigned to the unit when it is validated.

Each of the seven grade descriptors comprises two sets of components, one which describes characteristics or qualities typical of performance at merit, and a parallel set of components which describes typical performance in the same areas at distinction. (There are no components for pass, because a pass grade is gained when a learner meets the learning outcomes but does not achieve the standard required for merit.) Some of these components are more relevant to certain subjects than others and some particular terms are also more relevant for use with particular types of assessment than others. In order to ensure the grade descriptors are relevant for specific assignments, tutors identify the components of the descriptors being used that are most relevant for the particular assignment. The selected components of the descriptors (at merit and distinction) are then included in the assignment brief(s).

The grading scheme is not based on an assumed one-to-one relationship between the grade descriptors and learning outcomes (although it is possible that in some units, because of the way the learning outcomes have been structured, something close to a one-to-one relationship may emerge). In general, however, judgements about learner work in relation to grading apply across the work for a unit, whether that unit is assessed through one, or more than one, assignment.

The full Grade Descriptors can be accessed by the following link, which also provides detailed information on grading:

<http://www.accesstohe.ac.uk/AboutUs/Publications/Documents/Access-Grading-Scheme-Section-B.pdf>

4.4 Revisions to Access to HE Units of Assessment

Gateway Qualifications reserves the right to review and amend units of assessment and will issue providers notification of the changes to the units of assessment. Gateway Qualifications undertakes regular unit reviews to ensure currency of units, providers are required to use updated versions where units are replaced.

5. Assessment and Quality Assurance

5.1 Provider requirements

Providers must be approved by Qualifications as centre and are required to ensure that:

- the main base is in the UK
- systems are in place to ensure that only learners with a UK address (including BFO) are registered for an Access to HE Diploma
- there are clear arrangements for the day-to-day operational management and coordination of Access to HE delivery.
- there are appropriate facilities and resources at each site, and for each mode of delivery
- staff have the professional competence and skills to teach and assess necessary to teach and assess the units available on the Diploma
- arrangements are in place to provide pre-course guidance to applicants and criteria for selection and admission to Access to HE Diplomas, and are consistent with QAA requirements with respect to admissions.
<https://www.accesstohe.ac.uk/AboutUs/Publications/Documents/Guidance-admission-of-learners-AHE-07.pdf>.
- expertise and resources to provide information, advice and guidance on HE applications and progression opportunities.
- Systems for maintaining secure records of individual learners' registration and achievement
- internal moderation arrangements that meet Gateway Qualification requirements.
- arrangements for internal course monitoring and self-evaluation and feedback
- procedures and criteria for the recognition of prior learning that meet Gateway Qualifications requirements.
- quality assurance procedures relating to the delivery of provision, including transparent processes for handling appeals and complaints.

Providers should refer to the Gateway Qualifications' Access to HE Provider Handbook for further information on centre requirements.

5.2 Staffing requirements

Providers are required to ensure that:

- staff have the professional competence and skills to teach and assess necessary to teach and assess the units available on the Diploma
- staff have expertise to provide information, advice and guidance on HE applications and progression opportunities.

5.3 Facilities and resources

There are no specific resources/special requirements applicable for the delivery or provider approval of the Access to HE Diploma

5.4 Quality Assurance Requirements

Gateway Qualifications applies a quality assurance model to the Access to HE Diploma of:

- internal assessment and internal verification by the provider
- moderation by Gateway Qualifications comprising of centre moderation and subject moderation.

These processes are set out within Quality Assurance section of the Gateway Qualifications' Access to HE Provider Handbook.

5.5 Additional requirements/guidance

There are no additional requirements that Learners must satisfy in order for assessment to be undertaken and the unit/qualification to be awarded.

6. Unit Details

Mandatory Units: Graded Academic Subject Content

Access to HE Diploma Unit

Unit Code:	QU014145		
Title:	History Skills		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD2-Application of knowledge • GD4-Use of information • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand how to select relevant historical source material.	1.1 Identify and select different types of historical source material. 1.2 Distinguish between primary and secondary sources and assess their respective value.
2. Understand how to use historical knowledge which demonstrates an understanding of the period.	2.1 Analyse the similarities and differences between a range of sources in the explanation of an historical event or period. 2.2 Apply source material evidence appropriately to historical writing. 2.3 Apply appropriate referencing methods to historical sources.
3. Understand how to differentiate and evaluate source material.	3.1 Evaluate the quality of the sources using knowledge of the historical context.

Access to HE Diploma Unit

Unit Code:	QU025905		
Title:	Introduction to English Language and Literature		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Essay ~ 1500 words		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
<p>1 Be able to analyse a range of texts with understanding of language use.</p>	<p>1.1 Explain how the selection of language used contributes to purpose and meaning in three literary texts, including at least one poem and one short story.</p> <p>1.2 Analyse how features of language can influence interpretation of texts.</p> <p>Features include rhyme, rhythm, alliteration and punctuation</p> <p>1.3 Explain how narrative strategies can influence interpretation of text.</p> <p>For example, use of persona, use of third person.</p>
<p>2 Understand the structure of a short text.</p>	<p>2.1 Identify structural devices used in a short text.</p> <p>2.2 Comment on the impact of structural devices used within text.</p> <p>For example, stanza, octave and flashback.</p>

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
3 Understand the role of social and historical background in literary interpretation.	3.1 Explain how factors external to literary text can influence meaning.

Access to HE Diploma Unit

Unit Code:	QU026346		
Title:	Introduction to Philosophy		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD2-Application of knowledge • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Structured questions ~1500 words		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand how philosophical arguments are constructed.	1.1 Analyse the structure of arguments. 1.2 Identify and evaluate weak and strong arguments.
2 Understand philosophical vocabulary.	2.1 Apply philosophical terminology appropriately.
3 Understand the main concepts in moral, political and epistemological philosophy.	3.1 Explain moral philosophical concerns. 3.2 Evaluate different ideas of 'freedom'. 3.3 Investigate the 'problems' of knowledge.

Graded Research Units

Access to HE Diploma Unit

Unit Code:	QU026350		
Title:	Humanities – Research Skills		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD3-Application of skills • GD4-Use of information • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Research diary ~ 500 words Research proposal ~ 500 words Report ~ 1500 words Evaluation ~ 250 words		

This unit has 5 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand research methods and their uses.	1.1 Evaluate the use of different research methods for a specific research purpose.
2 Be able to plan a research project.	2.1 Establish research aims related to the research topic. 2.2 Produce a detailed research proposal with specific timescales and milestones for completion of the research. 2.3 Justify its relevance for the subject area.
3 Be able to carry out a research project.	3.1 Carry out research that adheres to: <ol style="list-style-type: none"> a) the research proposal b) ethical guidelines c) agreed timescales.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
<p>4 Be able to produce a report on research using a standard format.</p>	<p>4.1 Report on research using a standard format. 4.2 Evaluate findings in relation to the research aims. 4.3 Use an accepted method of referencing source material.</p>
<p>5 Be able to evaluate a research project.</p>	<p>5.1 Evaluate a research proposal and its procedures. 5.2 Evaluate methods used to research the subject area.</p>

Access to HE Diploma Unit

Unit Code:	QU026348		
Title:	Humanities Research Project - Methodology		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD2-Application of knowledge • GD3-Application of skills • GD4-Use of information • GD6-Autonomy/Independence • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Research project: Research plan ~ 200 words Research report ~ 2,500 words Evidence of research carried out (questionnaires) ~ 300 words		

This unit has 5 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Be able to plan a research project.	1.1 Identify and agree a research topic located within a knowledge domain relevant to the named diploma. 1.2 Produce and explain the aims of the research. 1.3 Develop, test, evaluate and refine appropriate research methodology. 1.4 Identify any ethical, practical or safety issues and how these will be managed/overcome.
2. Be able to conduct research.	2.1 Use a valid and appropriate method of investigation. 2.2 Identify and conduct detailed research from a wide range of sources. 2.3 Review research and relevant theory.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
3. Be able to interpret research findings.	3.1 Interpret findings and draw appropriate conclusions.
4. Know how to present research findings.	4.1 Produce a research report. 4.2 Select and use the most appropriate format to present results. 4.3 Summarise information coherently in a conventional style, appropriate to the knowledge domain. 4.4 Reference all findings using a recommended style of referencing.
5. Be able to evaluate own research project.	5.1 Reflect on the project design and methodologies. 5.2 Evaluate findings in relation to aims, previous research and relevant theory. 5.3 Identify recommendations for the future.

Optional Graded Units: Humanities

Access to HE Diploma Unit

Unit Code:	QU011218		
Title:	Culture and Identity		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to assessment grid		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand concepts of culture, sub culture and mass culture.	1.1 Analyse the concepts of culture, sub culture and mass culture. 1.2 Analyse the concepts of high and low culture
2 Understand the significance of age, class, gender and ethnicity in relation to the acquisition of cultural norms and values.	2.1 Examine the inter-relationship between identity, socialisation and culture. 2.2 Analyse the concepts of norms and roles in sociological explanations. 2.3 Analyse the main agencies of social influence in the development of identity and culture.
3 Understand how the production and consumption of cultural products influences the values attached to them.	3.1 Analyse the link between culture and identity in a modern society. 3.2 Analyse the ways in which the media and leisure industries influence cultural identity.

Access to HE Diploma Unit

Unit Code:	QU025888		
Title:	English Literature – Prose Criticism		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Individual presentation ~10 minutes 2 x text analysis ~ 2 x 1000 words		

This unit has 2 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand literature in terms of genre and literary devices in relation to set texts.	1.1 Recognise and analyse the writer's use of language in set texts. 1.2 Discuss how the writer has used literary techniques and conventions in the set texts. 1.3 Analyse the use of features of text including <ul style="list-style-type: none"> • theme • plot • imagery • character.
2 Understand and respond to explicit and implicit meanings in set texts.	2.1 Analyse own and other readers' opinions and judgements on set texts in relation to explicit and implicit meanings.

Access to HE Diploma Unit

Unit Code:	QU006877		
Title:	Globalisation		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD2-Application of knowledge • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to assessment grid		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand the main features of globalisation.	1.1 Critically consider the main features of globalisation.
2. Understand the causes and effects of different aspects of globalisation.	2.1 Critically assess the causes and effects of different aspects of globalisation.
3. Understand the impact of globalisation on contemporary society.	3.1 Evaluate the impact of globalisation on contemporary society.

Access to HE Diploma Unit

Unit Code:	QU014899		
Title:	Introduction to a Pre-20th Century Drama		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 4 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand the context of a pre-20th century drama.	1.1 Analyse the historical and theatrical background of a play. 1.2 Discuss the conventions of drama at that period.
2. Understand how the play is structured.	2.1 Analyse the shape and effects of the plot and subplots. 2.2 Analyse the presentation of the major themes and patterns of themes in the play.
3. Understand the language of the play.	3.1 Analyse how the choice of language contributes to the meanings and effects of the play. 3.2 Comment on the uses and effects of imagery and other poetic techniques. 3.3 Analyse explicit and implicit meanings in texts.
4. Understand how to respond critically to the play.	4.1 Evaluate own and others' responses to an interpretation of different aspects of the play as text or performance.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
	4.2 Analyse how characters are presented and developed.

Access to HE Diploma Unit

Unit Code:	QU026360		
Title:	Introduction to Literature: Responding to Poetry		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Reading diary ~ 1500 words Essay ~ 1500 words		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand that poets bring a range of techniques to the production of poems.	1.1 Evaluate the following techniques in poems: a) imagery b) sound patterns c) tone d) narrative viewpoint e) structure f) rhyme g) rhythm h) mood.
2. Understand poetry's genre.	2.1 Compare and contrast two contrasting genres of poetry.
3. Understand the cultural, political and period context of poetry.	3.1 Evaluate and analyse the importance of context in poems.

Access to HE Diploma Unit

Unit Code:	QU006987		
Title:	Introduction to Religious Thought		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 4 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand key features of the major religions.	1.1 Differentiate between key features of major belief systems.
2 Understand the definitions and functions of religion.	2.1 Critically assess definitions and functions of religion for the individual and society.
3 Understand the concept and implications of fundamentalism.	3.1 Critically assess the concept of fundamentalism with reference to two religions.
4 Understand the development of New Age beliefs and the rise of the occult genre.	4.1 Critically evaluate the relationship between the decline of formal religion and the rise of new spirituality.

Access to HE Diploma Unit

Unit Code:	QU025884		
Title:	Introduction to the History of English		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Timeline ~ 500 words Translation ~ 150-200 words Essay ~ 800 words		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand the historical events which influenced the development of languages in the British Isles.	1.1 Explain the chronology of invasions and their influence on the emergence of English in the British Isles.
2 Be able to read a text from an earlier period of English.	2.1 Translate, using supporting reference material, a short text from one of the following periods: Old English, Middle English, Early Modern English.
3 Understand how Standard English developed.	3.1 Analyse the main social, political and linguistic processes which led to the development of a standard form of English in the British Isles.

Access to HE Diploma Unit

Unit Code:	QU026240		
Title:	Media and Society		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 4 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand the structure of the media, aspects of ownership and control.	1.1 Discuss the structure of the media including aspects of ownership and control. 1.2 Analyse the consequences of ownership and control of the media.
2 Understand theoretical approaches to the media.	2.1 Evaluate two theoretical approaches to the media.
3 Understand issues of impartiality and bias.	3.1 Evaluate current issues of impartiality and bias, including the concept of 'fake news' and its agenda.
4 Understand the debate about the power of the media.	4.1 Discuss the debate about the power of the media.

Access to HE Diploma Unit

Unit Code:	QU006927		
Title:	Political Philosophy		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 5 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand Niccolo Machiavelli's position on virtue, cruelty and human nature.	1.1 Analyse the moral and political implications of Machiavelli's position in "The Prince". 1.2 Evaluate contemporary political issues for evidence of "dirty hands" reasoning.
2 Understand John Locke's social contract theory.	2.1 Evaluate the plausibility of social contract theory. 2.2 Evaluate arguments about consent. 2.3 Evaluate arguments for the rights and responsibilities of citizens.
3 Understand Karl Marx's materialist account of historical change, alienation and ideology.	3.1 Evaluate the plausibility of communist theory. 3.2 Assess Marxist arguments against the liberal state.
4 Understand John Stuart Mill's Harm Principle and its application to expressive freedom.	4.1 Apply the harm principle to a moral or political scenario and draw conclusions. 4.2 Analyse paternalist and liberal arguments for individual freedoms.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
<p>5 Understand that there are a range of interpretations of key thinkers in political philosophy.</p>	<p>5.1 Analyse the plausibility of the various interpretations of some key thinkers.</p>

Access to HE Diploma Unit

Unit Code:	QU010484		
Title:	Political Processes		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand the similarities and differences between political systems.	1.1 Evaluate different models of democracy. 1.2 Analyse alternative models of political organisation.
2 Understand political participation in the British and American electoral systems.	2.1 Compare and contrast the British and American electoral systems in respect of political participation.
3 Understand checks and balances that may be placed upon political power in Britain and the US.	3.1 Evaluate the restrictions on executive power in the US and Britain.

Access to HE Diploma Unit

Unit Code:	QU026353		
Title:	Produce copy for digital media communication		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD3-Application of skills • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Digital portfolio for 3 different digital media communications including annotation to show accuracy checking and commentary on development		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand how digital media channels affect how copy is produced.	1.1 Explain considerations for a selection of media channels. 1.2 Explain how online content management systems affects copy production.
2 Be able to produce copy for different types of digital communication.	2.1 Write copy to meet the requirements of a brief using a style that is fit for purpose. 2.2 Produce copy to accompany non-text media content, including optimised hyperlinks. 2.3 Create metadata for copy. 2.4 Embed metadata for different types of digital media communication.
3 Be able to review copy for digital media communication.	3.1 Check the accuracy of content. 3.2 Review copy against any legal and ethical considerations.

Access to HE Diploma Unit

Unit Code:	QU011215		
Title:	Social Change & Reform in 19th Century Britain		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD2-Application of knowledge • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 2 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand the main developments in provision for the poor.	1.1 Analyse the developments of the Poor Law. 1.2 Assess the impact of Poor Law Reform.
2. Understand the major developments in social reform in the 19th Century.	2.1 Analyse three main areas within social reform. 2.2 Assess potential reasons for change in the three areas identified.

Access to HE Diploma Unit

Unit Code:	QU026357		
Title:	Study of a Specified Historical Event		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Literature review ~ 1000 words Essay ~ 2000 words		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Be able to make use of secondary evidence to investigate a given historical topic.	1.1 Analyse secondary evidence in relation to a given historical theme. 1.2 Use a range of additional secondary sources to expand knowledge of topic.
2. Be able to make use of primary evidence to develop a deeper understanding of related events.	2.1 Analyse primary sources in relation to specific questions. 2.2 Analyse comparisons and contrasts between differing interpretations.
3. Be able to explore historical causation within events over time.	3.1 Explain relationship between long and short-term events leading to historical change.

Access to HE Diploma Unit

Unit Code:	QU014443		
Title:	Techniques in Creative Writing		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD3-Application of skills • GD5-Communication and presentation • GD6-Autonomy/Independence • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
<p>1 Understand how to produce writing in prose and verse for a specific audience and purpose.</p>	<p>1.1 Produce prose writing which demonstrates signs of originality, appropriate sense of audience and effective stylistic features.</p> <p>1.2 Produce verse writing which demonstrates some originality and competence in using form, structure and linguistic techniques.</p>
<p>2 Understand the lexical and grammatical forms and structures in poetry and prose writing.</p>	<p>2.1 Analyse the use of lexical and grammatical forms and structures in a piece or pieces of own prose writing.</p> <p>2.2 Analyse and evaluate the effectiveness of own manipulation and development of these aspects in the works stated above.</p>
<p>3 Recognise a range of stylistic and linguistic choices available to writers.</p>	<p>3.1 Analyse the effectiveness of specific literary or linguistic techniques used in own prose writing.</p> <p>3.2 Analyse the effectiveness of at least four specific literary or linguistic techniques used in own verse writing.</p>

Access to HE Diploma Unit

Unit Code:	QU014292		
Title:	The Colonisation of Africa and Resistance		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD2-Application of knowledge • GD4-Use of information • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand the concepts of imperialism and resistance.	1.1 Assess the concepts of imperialism and resistance in context of the 'Scramble for Africa.'
2 Understand the main factors towards the 'Scramble for Africa.'	2.1 Analyse the main factors which lead to the partitioning of the African continent. 2.2 Assess historical interpretations of the different factors.
3 Understand African resistance to colonial rule.	3.1 Assess strategies of resistance against colonial rule. 3.2 Analyse the impact of these strategies on long term change.

Access to HE Diploma Unit

Unit Code:	QU025893		
Title:	The Study of Non Fiction Texts		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD2-Application of knowledge • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Text analysis of minimum of 3 texts ~ 1500 words Article ~ 1,000 words Evaluation ~ 500 words		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand the language and style of a range of non-fiction texts.	1.1 Explain language features used in three different types of non-fiction texts. 1.2 Analyse the effectiveness of linguistic and stylistic features used within the three non-fiction texts.
2. Understand structural and presentational techniques used in non-fiction texts.	2.1 Analyse the ways in which authors use structural and presentational techniques to convey meaning and ideas within the three non-fiction texts. 2.2 Critically analyse the effectiveness of three non-fiction texts, identifying strengths and weaknesses.
3. Be able to apply techniques used in non-fiction texts to produce a piece of own non-fiction writing.	3.1 Apply features and techniques found in non-fiction texts to produce own non-fiction article, including: <ul style="list-style-type: none"> • linguistic features • stylistic features • structural and presentational techniques. 3.2 Analyse and evaluate own non-fiction text.

Access to HE Diploma Unit

Unit Code:	QU006791		
Title:	Women's History 1832-1918		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD2-Application of knowledge • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 5 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand the differing approaches to the study of women's history.	1.1 Critically assess the different perspectives.
2. Understand the factors which contributed to change and continuity in the experience of women in the 19th and early 20th century.	2.1 Analyse the advantages and disadvantages for women caused by industrial and agricultural changes. 2.2 Critically assess the experiences of women from different social classes and locations.
3. Understand the significance of marriage in the experience of 19th and early 20th century women.	3.1 Critically assess the relative legal positions of married and single women. 3.2 Evaluate the significance of changes in legislation of the period.
4. Understand the ways in which women challenged the social structures in the economic, social and political spheres throughout the period.	4.1 Analyse the contribution to women's issues made by the following women: a) Annie Besant b) Josephine Butler c) Caroline Norton.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
	All three women must be included in evidence
5. Understand the differing views of the Suffragists and the Suffragettes.	5.1 Analyse the strengths and weaknesses of the different positions adopted by the Suffragists and the Suffragettes.

Access to HE Diploma Unit

Unit Code:	QU025899		
Title:	World War One - The Trenches and The Home Front 1914/18		
Unit Level:	Level 3	Unit Credit:	6
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD1-Understanding the subject • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	2000 word essay + 10-minute presentation including bibliography and supporting evidence		

This unit has 2 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
<p>1 Understand the reality of war for soldiers in the trenches.</p>	<p>1.1 Assess the effects of the war on the soldiers in the trenches as popularly portrayed in film, television or literature.</p> <p>1.2 Evaluate arguments by revisionist historians who challenge the traditional portrayal of life in the trenches.</p>
<p>2 Understand the effects of the war on the class system and the role of women on the home front.</p>	<p>2.1 Evaluate the effects of the war on the class system in Britain.</p> <p>2.2 Evaluate how the war impacted on the role of women on the home front.</p>

Access to HE Diploma Unit

Unit Code:	QU026234		
Title:	Writing for Magazines		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Graded		
Grade descriptors:	<ul style="list-style-type: none"> • GD3-Application of skills • GD4-Use of information • GD5-Communication and presentation • GD7-Quality 		
Academic subject content/other:	Academic Subject Content		
Suggested assessment details:	Interview research and planning notes ~ 300 words Interview transcript, magazine article created using interview ~ 800 words Essay including evaluation of own work ~ 1,000 words		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand the variety of audiences targeted, genres and styles used in magazines.	1.1 Critically compare the contents, illustrations and adverts in a range of magazines to determine their target audience, genre and style.
2. Be able to use research skills to plan and prepare for an interview for a magazine article.	2.1 Use appropriate resources to research a given subject effectively. 2.2 Plan and prepare for an interview for a magazine article. 2.3 Apply interview and research techniques effectively.
3. Know how to write an article for a magazine.	3.1 Plan an article which is suitable for a specific magazine, using material from an interview. 3.2 Develop, write and evaluate an article for a specific magazine. Magazine must be a real publication.

Mandatory Units: Ungraded

Access to HE Diploma Unit

Unit Code:	QU018346		
Title:	Academic Reading Skills		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Please refer to Assessment Grid		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Be able to demonstrate the use of different reading techniques.	1.1 Annotate text after using skimming, scanning and active reading techniques. 1.2 Summarise text after using skimming, scanning and active reading techniques.
2 Explain, with examples, how language used in texts can reveal assumptions and prejudice.	2.1 Identify and explain instances of opinion and bias in text. 2.2 Analyse the use of objective and emotive language in a text.
3 Demonstrate how to apply critical reading techniques to texts.	3.1 Analyse the strengths and weaknesses of an argument from at least two texts. 3.2 Critically evaluate an argument.

Access to HE Diploma Unit

Unit Code:	QU025276		
Title:	Academic Writing Skills		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Notes from a range of sources ~ 300 words Essay plan ~ 200 words Essay ~ 1,000 words		

This unit has 5 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Be able to record information from a range of sources.	1.1 Use note-taking skills to prioritise key points from a range of sources.
2 Be able to plan and develop a structured framework for extended writing, including an introduction, main body and conclusion.	2.1 Develop a detailed essay plan for an extended piece of writing, which organises meaning and ideas coherently and effectively. 2.2 Include detailed planning for an introduction, main body and conclusion to the essay.
3 Be able to proofread and edit own writing effectively.	3.1 Produce an essay draft which shows evidence of proofreading and editing.
4 Be able to present information and opinion in a written format, using language, style and conventions appropriate to academic writing.	4.1 Communicate with clarity and detail to convey meaning and ideas effectively. 4.2 Write following conventions of sentence structure, punctuation, paragraphing, spelling and grammar. 4.3 Use appropriate style and register which shows an awareness of audience.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
5 Be able to understand and use a standard form of referencing.	5.1 Use accurately a standard form of referencing that reflects a range of sources.

Access to HE Diploma Unit

Unit Code:	QU025532		
Title:	Preparation for Higher Education		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 4 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand how to identify opportunities for Higher Education.	1.1 Use information sources to research Higher Education courses. 1.2 Analyse processes and procedures necessary to gain entry to Higher Education. 1.3 Analyse information on Higher Education courses and make appropriate realistic choices.
2 Understand the process of completing a Higher Education application form.	2.1 Complete an application form with excellent attention to detail, meeting a given deadline. 2.2 Summarise and evaluate personal experiences, achievement and goals, communicating these clearly in a personal statement.
3 Understand preparation required for the interview process.	3.1 Conduct further personal research into courses at relevant institutions in preparation for an interview. 3.2 Prepare provisional answers to anticipated questions, making excellent use of previous experience and recent study.
4 Understand the need to prepare for the transition to Higher Education.	4.1 Analyse the personal and academic qualities needed for successful study in Higher Education.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
	<p>4.2 Explain likely practical problems and barriers in moving to higher education and seek strategies for overcoming these.</p> <p>4.3 Analyse the nature of study in Higher Education.</p>

Optional Units: Ungraded

Access to HE Diploma Unit

Unit Code:	QU017819		
Title:	Being a Reflective Learner		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Refer to assessment grid		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Demonstrate the process of reflection to review personal learning from study.	1.1 Analyse and evaluate personal learning progress over a course of study. 1.2 List and order personal priorities related to study and learning.
2. Demonstrate the process of reflection to review participation in group learning.	2.1 Analyse own contribution to group learning situations over a course of study.
3. Demonstrate the process of reflection to review being an independent learner.	3.1 Evaluate personal ability to become an independent learner. 3.2 Analyse own optimum learning styles and conditions.

Access to HE Diploma Unit

Unit Code:	QU007560		
Title:	Communication - Speaking and Listening		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 2 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Give a short presentation about a straight forward subject.	1.1 Speak clearly using language, tone and style appropriately to the purpose, subject, audience and situation. 1.2 Present information in a structured sequence so that ideas and concepts are easily followed by the audience. 1.3 Use appropriate supporting material to illustrate presentation. 1.4 Respond appropriately and sensitively to questions from the audience.
2 Take part in discussions.	2.1 Give and obtain information and exchange ideas in discussion on both familiar and unfamiliar subjects. 2.2 Organise contributions to match the demands of the discussion, use vocabulary precisely, deal with sensitive issues appropriately and take account of the audience, subject, situation and purpose of the discussion and own role in it. 2.3 Take forward the discussion and create opportunities for others to contribute by asking follow up questions, listening to and interpreting other points of view

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
	<p>sensitively or inviting others to contribute their views.</p> <p>2.4 Respond appropriately to questions.</p>

Access to HE Diploma Unit

Unit Code:	QU025278		
Title:	Developing Professional Attributes		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Refer to assessment grid.		

This unit has 4 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand the difference between positive and negative professional attributes.	1.1 Evaluate both positive and negative professional attributes. 1.2 Link positive attributes to the role of a professional.
2 Be able to reflect on own professional attributes and areas for development.	2.1 Produce SWOT analysis of own professional attributes. 2.2 Evaluate SWOT analysis. 2.3 Produce an individual professional development plan linked to the SWOT analysis.
3 Understand which attributes are considered important by employers in a specific sector and are valued in the workplace.	3.1 Analyse which professional attributes are valued highly by employers within a specific sector. 3.2 Analyse why these professional attributes are important in a sector specific workplace.
4 Understand the link between professional attributes and emotional intelligence.	4.1 Analyse the links between professional attributes and emotional intelligence.

Access to HE Diploma Unit

Unit Code:	QU010767		
Title:	Introduction to the Grammar of English		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Refer to Assessment Grid		

This unit has 6 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand what is meant by grammar.	1.1 Explain how the term "grammar" is used in the study of language. 1.2 Analyse at least four grammatical rules of sentence formation in English.
2 Understand word classes.	2.1 Analyse how words are classified according to form, function and meaning. 2.2 Analyse six morphological rules in English.
3 Understand phrase classes.	3.1 Analyse four types of phrase in terms of structure and function. 3.2 Analyse the phrases in a simple sentence.
4 Understand clause components in sentence structure.	4.1 Analyse the clause structure in a straightforward example of a compound and complex sentence. 4.2 Analyse the clause structure of a range of complex and compound structures.
5 Understand function classes in straightforward sentence structures.	5.1 Identify the function classes in a straightforward sentence.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
	5.2 Analyse at least four typical sentence structures in English.
6 Understand the grammatical structures in a text.	6.1 Analyse text in terms of one of the following: form classes, function classes and clause structure.

Access to HE Diploma Unit

Unit Code:	QU025402		
Title:	Professional Interpersonal Skills		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Refer to assessment grid.		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand how verbal and non-verbal communication is used in a professional interpersonal interaction.	1.1 Analyse the verbal and non-verbal skills used in a range of contexts within a given profession.
2. Understand the importance of an awareness of cultural diversity for a given profession.	2.1 Evaluate the importance of an awareness of cultural diversity across a range of contexts for a given profession.
3. Be able to evaluate own interpersonal skills, analysing strengths and areas to develop.	3.1 Evaluate own interpersonal skills, analysing strengths and areas to develop. 3.2 Evaluate ways of addressing areas to develop.

Access to HE Diploma Unit

Unit Code:	QU028487		
Title:	Promoting Wellbeing and Building Resilience		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Report ~ 1500 words		

This unit has 4 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand the physical and psychological impact of pressure and stress on mental wellbeing.	1.1 Explain the physical and psychological impact of pressure and stress on mental wellbeing.
2. Understand the connection between mental wellbeing and resilience.	2.1 Analyse the connection between mental wellbeing and resilience.
3. Understand the factors that can improve wellbeing and build resilience.	3.1 Explain factors that can improve wellbeing. 3.2 Explain factors that can negatively affect wellbeing and how to avoid them. 3.3 Explain the behaviours associated with resilience. 3.4 Explain ways to build resilience.
4. Understand how to manage an individual's mental wellbeing and the support available to them.	4.1 Evaluate the methods for managing and maintaining mental wellbeing and building resilience. To include practical and theoretical methods such as breathing exercises to reduce stress, mindfulness techniques. 4.2 Analyse the types of support available from different sources.

Access to HE Diploma Unit

Unit Code:	QU026344		
Title:	References and Reliability of Sources		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Literature review 1500 words including recognised form of referencing and bibliography		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Understand the difference between primary and secondary sources.	1.1 Evaluate the difference between primary and secondary sources.
2 Understand the value of a variety of primary source materials as evidence.	2.1 Analyse primary sources for a specific context. 2.2 Evaluate the primary sources, taking into account: authorship, purpose, audience, and underlying values and beliefs.
3 Understand the uses and limitations of secondary sources.	3.1 Compare and evaluate secondary sources considering the following: use of sources, 'facts', background material, interpretation.

Access to HE Diploma Unit

Unit Code:	QU018318		
Title:	Study Skills		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Other		
Suggested assessment details:	Refer to assessment grid.		

This unit has 5 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1 Know how to manage and organise study time.	1.1 Produce, revise and evaluate a personal schedule of study that accommodates own time constraints. 1.2 Where necessary, prioritise and reschedule study plan explaining changes. 1.3 Prioritise and meet assignment deadlines, negotiating new deadlines if needed. 1.4 Devise a strategy for organising coursework.
2 Know how to participate in learning activities.	2.1 Prepare efficiently for tutorials and classroom activities. 2.2 Participate appropriately in classroom activities.
3 Understand assignment requirements.	3.1 Analyse assignment effectively identifying aims and objectives. 3.2 Determine suitable format for assignment, effectively explaining decisions made.
4 Understand learning preferences.	4.1 Analyse different methods of learning. 4.2 Analyse methods of identifying own learning preferences.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
<p>5 Be able to retrieve information from a range of sources.</p>	<p>5.1 Retrieve information from a range of written texts using a range of reading skills.</p> <p>5.2 Scan source material, critically evaluating information, selecting accurate and detailed notes to suit purpose.</p> <p>5.3 Demonstrate the use of a recognised referencing system for retrieved information.</p>

Access to HE Diploma Unit

Title:	Sustainability Project		
Unit Code:	QU033854		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Academic subject content		
Suggested Assessment details:	Report, including project plan and reflection – 1,000 words		

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Be able to plan a project to promote sustainability within a specific sector.	1.1 Identify a project to promote sustainability within a chosen sector, justifying your choice. Produce a project plan for own project including: <ul style="list-style-type: none"> • Aims and objectives • Time scales • Methods • Resources required • Any health and safety considerations. 1.2
2. Be able to carry out a sustainability project.	2.1 Carry out a sustainability project. 2.2 Produce a report on the findings of the sustainability project.
3. Be able to review the success of a sustainability project.	3.1 Evaluate the extent to which the project has met the aim and objectives. 3.2 Evaluate the extent to which the project has met the aim and objectives.

Access to HE Diploma Unit

Title:	The Fundamentals of Environmental Sustainability		
Unit Code:	QU033880		
Unit Level:	Level 3	Unit Credit:	3
Grading type:	Ungraded		
Academic subject content/other:	Academic subject content		
Suggested Assessment details:	Report – 1500 words		

This unit has 4 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Know the importance of sustainability within a specific sector.	1.1 Explain what is meant by sustainability. Explain the importance of supporting environmental sustainability within a chosen sector. 1.2 Explain environmental sustainability within a chosen sector.
2. Know how environmental sustainability can be supported within the chosen sector.	2.1 Describe environmental issues relevant to a chosen sector. 2.2 Describe the impact of the chosen sector on the environment. Explain how these environmental issues could be minimised within a chosen sector. 2.3 Analyse factors to consider when working towards environmental sustainability in a chosen sector. 2.4
3. Know how the 3 Rs of sustainability can be applied within the chosen sector.	3.1 Explain the 3 Rs of sustainability. 3.2 Analyse ways that a chosen sector can implement the 3 Rs of sustainability.
4. Understand the importance of waste management within the chosen sector.	4.1 Explain the importance of having a waste management strategy within a chosen sector. 4.2 Explain environmental hazards or risks that could be caused by poor waste management within a chosen sector.

7. What to do next

For existing centres please contact your named Development Manager or Development Officer.

For organisations, not yet registered as a Gateway Qualifications centre please contact:

Tel: 01206 911211

Email: enquiries@gatewayqualifications.org.uk

8. Gateway Qualifications

Gateway Qualifications, a not for profit registered charity, is an Awarding Organisation and authorised Access Validating Agency based in Colchester. We work with learning providers and industry experts to design and develop qualifications that benefit the learner and the employer.

We support flexible, responsive and quality assured learning opportunities whether it's in the classroom, at work, in the community or through distance learning.

We are recognised by Ofqual, to design, develop and submit qualifications to the Regulated Qualifications Framework (RQF) and by the Quality Assurance Agency for the development and approval of Access to Higher Education Diplomas.

