

# Essential Guide to EDSQ

6<sup>th</sup> June 2023



# Purpose of this session

Recap of digital skills  
policy

Assessment key features

Resources and support

Best practice of  
delivering

Where next?

Digital Functional Skills  
update

# Where are you now with EDSQ?

## Poll

- Already delivering
- Just about to start
- Do you need help to get started
- I don't know too much about it

# Legal Entitlement – Essential Digital Skills

National entitlement was introduced in 2020 to fully fund eligible adults (with no or low digital skills) to enroll on specified digital qualifications at Entry and Level 1

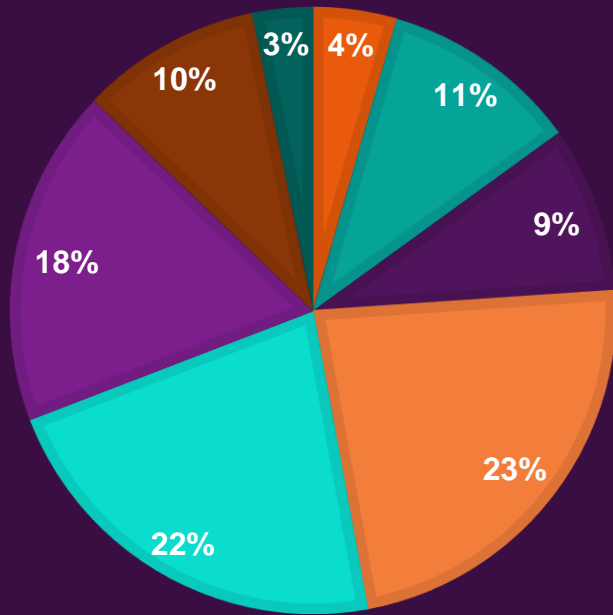
Only Essential Digital Skills qualifications can be used for the adult legal entitlement

Entry 3 and Level 1 Qualifications are funded for both adults and 16-19 learners

# Profile of EDSQ learners

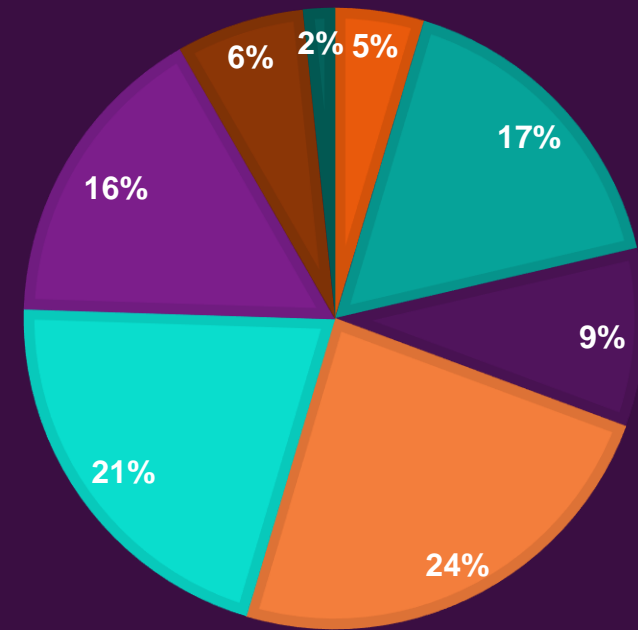
## Age demographics of EDSQ Entry 3 learners

16-18 19-23 24-29 30-39 40-49 50-59 60-69 70+



## Age demographics of EDSQ Level 1 learners

16-18 19-23 24-29 30-39 40-49 50-59 60-69 70+



# Qualification details

- **Size:**
  - 45 GLH at each level
- **Coverage:**
  - Each qualification covers all five strands of the national standards and most of the skills statements in each strand
- **Purposes and target learner groups:**
  - E3 skills for life with an intro to skills for work
  - Level 1 skills for life and work



# Key features

Life, work and study covered in each qualification

Online, on demand assessment

Free initial assessment tool

Knowledge tested through multiple choice questions

Assessments can be taken in different settings

Online mock assessments

Easy to mark

# Assessment structure and timings

Qualification	Entry level 3	Level 1
Assessment structure	A single assessment component comprising 3 parts  In addition, a small number of observed tasks	A single assessment component comprising 3 parts
Duration	Up to 1 hour 30 minutes plus a 15 minute supervised break	1 hour 45 minutes plus a 15 minute supervised break
Conditions	Supervised conditions	Supervised conditions
Total marks	44	54



# E3 observed tasks

Task and Skill	Task set	Marks Available	Marks awarded	Tutor Comments ( where relevant please note where you have adapted tasks in line with the requirements).
<b>Apply system settings</b>	<p>Change a setting on your device.</p> <p>For example, you could:</p> <ul style="list-style-type: none"> <li>change the way your screen looks (display)</li> <li>change the time or language</li> <li>make changes to suit your level of vision or hearing.</li> </ul> <ul style="list-style-type: none"> <li>Make sure your tutor can see you making the changes.</li> </ul>	1 mark for changing the setting		
<b>Create, edit and use contacts when sending and receiving online communications</b>	<p>Exemplar task – this may be adapted</p> <p>Your tutor (or someone else in your class who is not already in your contacts) will send you an email. The emails says, 'Now you have my email'</p> <ul style="list-style-type: none"> <li>Add the person and their email address to the contacts on your device.</li> </ul> <p>The same person will give you a telephone number (this could be the centre's number)</p> <ul style="list-style-type: none"> <li>Edit your contacts to add the telephone number</li> <li>Show your tutor the contact with phone number and email address OR take a screenshot and send it to them.</li> </ul>	<p>3 marks in total</p> <p>2 marks for adding name and email address</p> <p>1 mark for editing the contact</p>		
<b>Initiate and participate in a video call</b>	<p>Make a video call to one other person. You can choose</p> <ul style="list-style-type: none"> <li>which device you use</li> <li>which way you want to make the call (e.g. Skype, WhatsApp or Facetime).</li> <li>who you want to call.</li> </ul> <p>Your video call should last at least 30 seconds.</p> <p>Make sure your tutor can see you making the call.</p>	<p>4 marks in total</p> <p>1 mark for finding and connecting</p> <p>2 marks for initiating and responding</p> <p>1 mark for closing the conversation</p>		

# Assessment

Taken on **Surpass**  
through web delivery

Provides the  
**opportunity to search**  
the internet

**Classroom/workplace**

Learners can refer to a  
**bilingual dictionary**

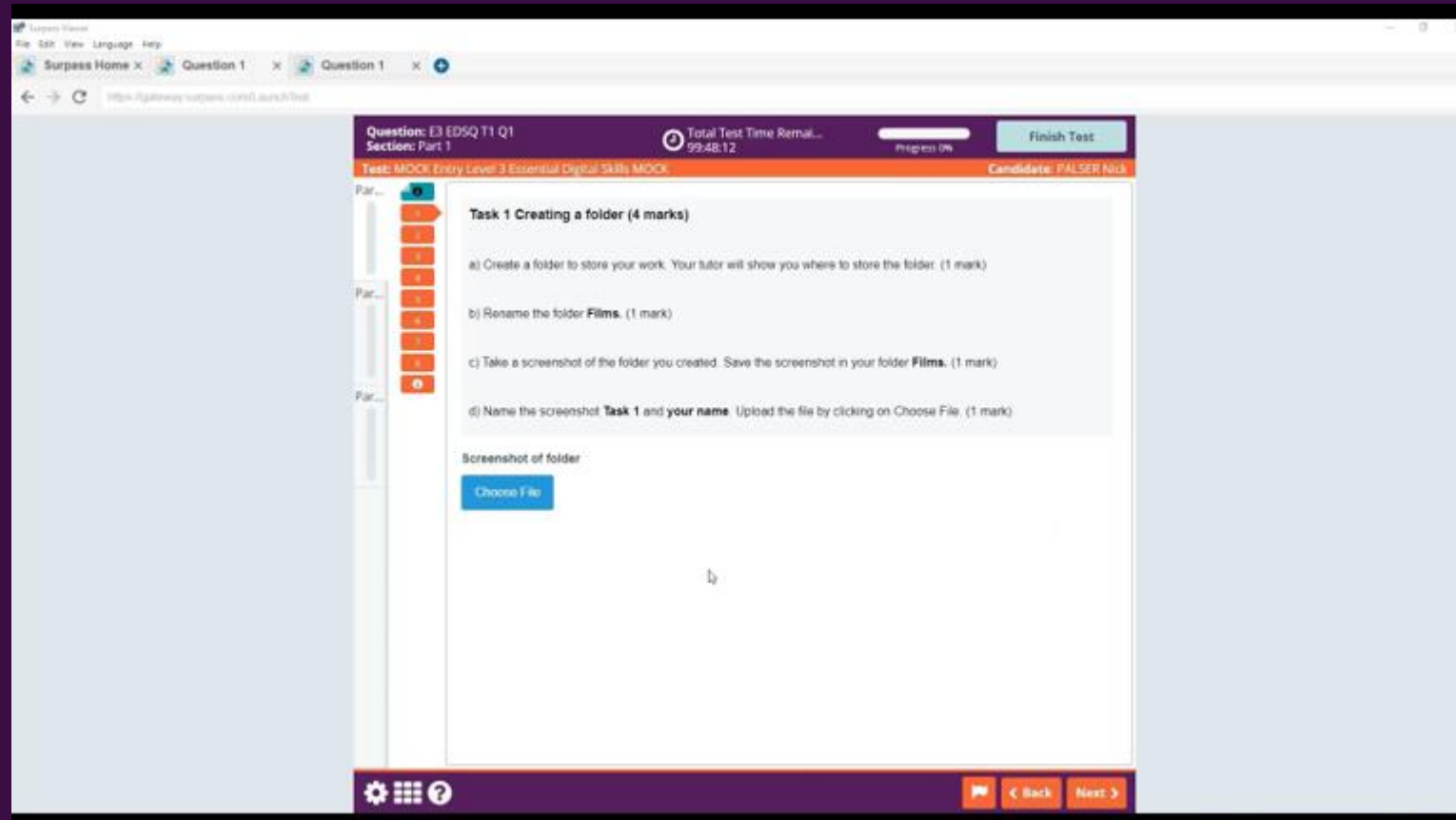
**Tasks are tutor**  
assessed, centre and  
**AO quality assured**

**Mark based** so weaker  
performance on one task  
can be compensated by  
a stronger performance  
on another task

**Pass marks** for each  
assessment **are set at**  
**an awarding meeting**

# Sample assessments

## Entry Level 3 and Level 1



The screenshot displays a web-based assessment interface. At the top, the browser shows the URL 'http://gateway.qualifications.com/launchTest'. The assessment header includes 'Question: E3 EDSQ T1 Q1', 'Section: Part 1', 'Total Test Time Remaining: 99:48:12', and 'Candidate: PALSER Nick'. The test title is 'MOCK: Entry Level 3 Essential Digital Skills MOCK'. The main content area features a task titled 'Task 1 Creating a folder (4 marks)' with four sub-questions: a) Create a folder to store your work. Your tutor will show you where to store the folder. (1 mark); b) Rename the folder **Films**. (1 mark); c) Take a screenshot of the folder you created. Save the screenshot in your folder **Films**. (1 mark); d) Name the screenshot **Task 1** and **your name**. Upload the file by clicking on Choose File. (1 mark). Below the questions is a 'Screenshot of folder' section with a 'Choose File' button. The interface also includes a 'Finish Test' button and navigation controls at the bottom.

# Support Resources



# Comprehensive free support

- ✓ Guides for centres & learners
- ✓ Standardisation materials
- ✓ Teaching resources covering all strands
- ✓ Glossary for learners
- ✓ Webinars and training
- ✓ Dedicated EDSQ team

**Teaching resources**

We have developed **free teaching resources** to support the delivery of Essential Digital Skills for Entry 3 and Level 1 and develop digital skills for learners working below Entry 3.

They provide a structured, blended approach to the delivery of EDSQ for face-to-face, remote and blended learning. The teaching and learning activities can be adapted to meet the diverse needs and profiles of learners. We have suggested, alternative approaches to the delivery of knowledge and skills.

The teaching resources are divided into five units that reflect the five digital skill strands of essential digital skills.

There are two guides for each unit: one that covers Entry 3 and the other Level 1 standards and skills statements, and the content reflects the amplification of standards and skills statements and independent learning activities along with checklists to assess skill development and marking guidance.

The variety of teaching and learning activities and signposting to online resources will support the standards and to help prepare learners for the assessment.

**Test: E3 EDSQ SAM P1 Intro**  
Section: P1  
Total Test Time Remaining: 00:59:31  
Candidate: USER Demo

**Part 1**  
Number of tasks: 5  
Suggested time: 40 minutes

**Instructions to candidates:**

- This part contains 5 tasks.
- Read each task carefully.
- To move to the next task click next.
- To return to a task either select the task number on the left hand side or click the back button.

**Resources**

- You may use a bilingual dictionary

Task	Task Description	Marks
Part 1	Task 1 Task 2 Task 3 Task 4 Task 5	4 2 3 5 5
Part 2	Task 6 Creating an online poster	8
Part 3	Multiple choice questions Submit the assessment 8 questions Your tutor will upload the observation record	9 8 8

# Surpass How To Videos

Essential Digital Skills  
Obtaining Key Codes  
for Candidates and  
Downloading Invigilation Packs  
from Surpass



Essential Digital Skills  
Running and Invigilating  
Assessments using Surpass



Essential Digital Skills  
Scheduling an Assessment  
in Surpass



Essential Digital Skills  
Assessment Marking in Surpass



Essential Digital Skills  
Internal Quality Assurance  
in Surpass



# Interactive support sessions

Onboarding sessions:

[Quick Start to EDSQ](#)

[Delivering & Assessing EDSQ](#)



- Exclusive live webinars available to approved centres only
- Staff must register with their work email address and can attend sessions more than once
- Run regularly throughout the year and are hosted by our Quality team

External support





# CPD for staff and resources for learners

**Essential Digital Skills CPD programme**  
Home » Professional development » EdTech and Digital Skills Support » Essential Digital Skills CPD programme.

The Department for Education (DfE) has introduced a new **Essential Digital Skills (EDS) framework and associated national standards**, which set out essential digital skills for life and work.

Young people aged 16-19 and adults with no or low digital skills are now entitled to take EDS qualifications free of charge, in line with existing entitlements for English and maths.

The new standards cover five areas:

- **Using devices and handling information** – using devices, finding and evaluating information, managing and storing information, identifying and solving technical problems
- **Creating and editing** – creating and editing documents and digital media, processing numerical data
- **Communicating** – communicating, sharing and managing traceable online activities
- **Transacting** – using online services, buying securely online
- **Being safe and responsible online** – protecting privacy and data, being responsible online, digital wellbeing.

In 2019, DfE commissioned the Education and Training Foundation (ETF) to deliver the start of blended a CPD programme to prepare teachers, trainers and leaders to deliver the new qualifications based on the standards. The ETF commissioned a team led by Sero Consulting with DESQ, Angela Sanders and SkillsLogic to deliver the programme, which was designed around the following:

- **An interactive self-assessment tool** to identify training needs.
- **A series of 20 short online learning modules** with teaching exemplars and advice on teaching contexts, as well as digital badges to recognise achievement
- **CPD events** to build confidence and share practice related to different teaching contexts
- **An online community of practice** to offer peer-to-peer support.

#EnhanceEDS  
www.etfoundation.co.uk/edtech

**SET CONFERENCE: BOOK NOW**

**SET 22** Thu 3 Nov, 2022  
VOX, Birmingham  
Book your place

**EVENTS**

**G** Tue 20 Sep, 2022 9am  
The Further Education SEND Conference

**TH** Thu 29 Sep, 2022  
AELP ED&I Summit

**NEWSLETTER**

Sign up to receive our monthly newsletter and catch up on previous editions  
Sign up now >

**Good Things Foundation**  
Home What we do The digital divide Get involved Our network Insights

Home » Learn » Learn My Way

## Learn My Way

Learn My Way has free courses for you to learn digital skills to stay safe and connected.

Learn My Way - Getting more out of the internet

Free online courses for beginners, helping you develop digital skills to make the most of the online world.

# Exclusive offer for Gateway Qualifications Centres

Centres approved for Gateway Qualifications EDSQ and/or DFSQ can benefit from an exclusive 20% discount on licence fees for **bksb** Digital Skills Assessments and Resources.



One of the UK's leading online teaching platforms



Millions of learners improve their skills each year



Used by 80% of FE colleges, schools, universities, training providers, and employers



Implementation



# How are Centres implementing EDSQ?

## 16-19

- Pre apprenticeship programmes
- Study programmes
- T level transition Programme

## Adults

- Pre apprenticeship programmes
- SWAPs
- With other qualifications and units
- In advance of an apprenticeship
- To help prepare returning learners
- In community settings
- With non-regulated learning

# As part of ESOL courses

Qualification No.	Qualification	Funding
60329919	Award in Living and Working in the UK (Entry 3)	£300
60359857	<b>Essential Digital Skills (Entry 3)</b>	£300
6015424X	Award in ESOL Skills for Life (Reading) (Level 1 )	£300
60154238	Award in ESOL Skills for Life (Writing) (Entry 3)	£450

# SWAPs

Qualification title	GLH	Qualification No.	AEB
Level 2 Award in Skills for Logistics	48	60345056	£300
<b>Level 1 in Essential Digital Skills</b>	45	60359869	£300
			<b>£600</b>

Qualification title	GLH	Qualification No.	AEB
Level 1 Award in Health and Care	49	60364944	£336
<b>Level 1 in Essential Digital Skills</b>	45	60359869	£300
			<b>£636</b>

Qualification title	GLH	Qualification No.	AEB
Level 1 Award in Employability Skills	45	60342286	£300
<b>Entry 3 in Essential Digital Skills</b>	45	60359857	£300
<b>Level 1 in Essential Digital Skills</b>	45	60359869	£300
			<b>£900</b>

# Study Programmes

Qualification No.	Qualification	Planned Hours
60365055	Level 2 Diploma in Digital & IT Skills	360
60359869	<b>Essential Digital Skills (Level 1)</b>	45
60333571	Level 1 Award in Mental Wellbeing	20
60346528	Level 1 in English Functional Skills	55
60107078	Entry 1 Certificate in Maths	140
Z0007834	Work experience	30

# Top tips from Centres



Centre wide approach



Standalone offer & packages



Staff training



Marketing push



Assessment



# What are learners saying...



“I was quite anxious when I signed up to do this – I hadn’t stepped foot in a college for over forty years. This course has been a great experience, I’m definitely less terrified now and I do have more confidence, I’ve learned that computers are logical, that I shouldn’t overthink things and I’m brave enough to experiment.”

“I got the leaflet about the course through my door, and because Ruth and I now volunteer for a charity and we’re back in the workplace, we knew it made sense to ‘grasp the nettle’ and to take this opportunity.”

# Other qualifications that complement EDSQ



# DIGITAL JOURNEY FOR LEARNERS AGED 16 - 19

Develop your learners' digital skills with qualifications approved for funding for learners aged 16-19\*. Covering the skills needed for everyday life and work, to the more advanced technical qualifications for today's workplace.

View our digital qualifications for learners aged 19 and over.

ENTRY  
LEVEL 3  
**Essential Digital Skills**  
**Digital Functional Skills**

LEVEL 1  
**Essential Digital Skills**  
**Digital Functional Skills**  
**Photo Editing Software**  
Award  
**Games Design and Development**  
Award  
**Cybersecurity**  
Award  
**Introduction to Programming**  
Award  
**Website Design**  
Award

LEVEL 2  
**Digital and IT Skills**  
Award | Certificate | Ext Certificate | Diploma  
**Computer Programming**  
Award  
**Cybersecurity**  
Award  
**Social Media Marketing**  
Award  
**Digital Development**  
Award  
**Digital Graphics**  
Award  
**Digital Marketing**  
Award  
**Games Design and Development**  
Award  
**Mobile App Development**  
Award  
**Website Design and Development**  
Award  
**Photo Editing Software**  
Award

LEVEL 3  
**E-Safety**  
Award  
**Digital Business Solutions**  
Certificate | Diploma  
**Digital Engineering Design**  
Certificate | Diploma  
**Digital Product Design**  
Certificate | Diploma  
**Games Technologies**  
Certificate | Diploma  
**Networking and Cybersecurity**  
Certificate | Diploma  
**Social Media for E-Commerce**  
Certificate | Diploma  
**Software Development**  
Certificate | Diploma  
**Systems Infrastructure**  
Certificate | Diploma

**T Level Transition Programme**  
**Digital and IT Skills**  
Certificate | Ext Certificate | Diploma

Apprenticeship  Career Progression 

Higher Education 

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ENTRY  
LEVEL 3  
Essential Digital Skills  
Digital Functional Skills

LEVEL 1  
Essential Digital Skills  
Award  
Digital Functional Skills  
Award  
Cybersecurity  
Award  
Games Design and Development  
Award  
Introduction to Programming  
Award  
Website Design  
Award  
Photo Editing Software  
Award\*\*

LEVEL 2  
Digital and IT Skills  
Award | Certificate | Ext Cert | Diploma  
Computer Programming  
Award  
Cybersecurity  
Award  
Social Media Marketing  
Award  
Digital Development  
Award  
Digital Graphics  
Award  
Digital Marketing  
Award  
Games Design and Development  
Award  
Mobile App Development  
Award  
Website Design and Development  
Award  
Photo Editing Software  
Award\*\*

LEVEL 3  
Computer Game Design and Development  
Access to HE Diploma  
Computing  
Access to HE Diploma  
Creative Digital Media  
Access to HE Diploma  
Creative Industries  
Access to HE Diploma  
Digital Animation  
Access to HE Diploma  
Digital Engineering Design<sup>†</sup>  
Certificate | Diploma  
Digital Product Design<sup>†</sup>  
Certificate | Diploma  
Games Technologies<sup>†</sup> (Certificate only)  
Certificate | Diploma  
Networking and Cybersecurity<sup>†</sup>  
Certificate | Diploma  
Software Development<sup>†</sup>  
Certificate | Diploma  
Systems Infrastructure<sup>†</sup>  
Certificate | Diploma  
Digital Business Solutions  
Certificate | Diploma  
Social Media for E-Commerce  
Certificate | Diploma

<sup>†</sup> Included in the Level 3 free courses for jobs offer

LEVEL 5  
Web Application Development  
Diploma

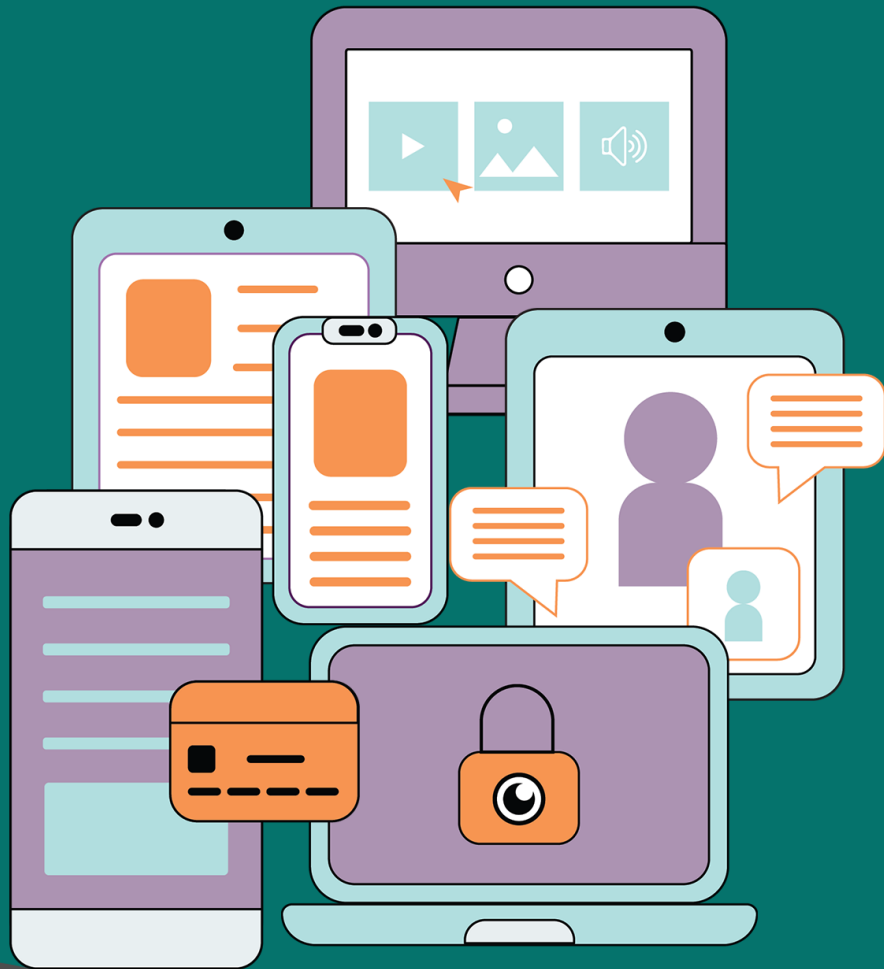
Software Developer

Apprenticeship

Career Progression

Higher Education

# Digital Functional Skills Qualifications



DfE subject content and Ofqual requirements now published

Only Entry 3 and Level 1

First Awarding Organisation to be approved by Ofqual

New Digital Functional Skills qualifications ready for teaching from Aug 2023

[Discover more here](#)

8th Jun 2023

4:00pm

# Get ready for Digital Functional Skills

with  
Diana Muallem  
and Paul Saunders

[Register  
here](#)



16th Jun 2023

11:00am

# Digital resources for Digital Functional Skills

with  
bksb  
and Paul Saunders

[Register  
here](#)



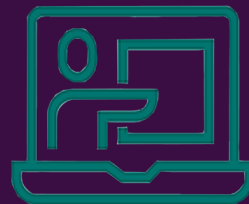
# Next steps



Express interest



Gain approval



Attend on boarding  
sessions



Deliver!



New - Become Recognised  
Existing - Qualification Approval



# Previous webinars now available on demand

[Ensuring learners are ready for EDSQ](#)

[Building a fundable offer for learners progressing from EDSQ](#)

[Supporting EDSQ Delivery](#)

[Webinar mini-series with EDSQ resources](#)

[Implementing EDSQ – hints and tips from our panel of providers](#)

[The Digital Sector](#)

[T Level Transition Programme](#)

# Questions?



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**Michelle Sparkes**

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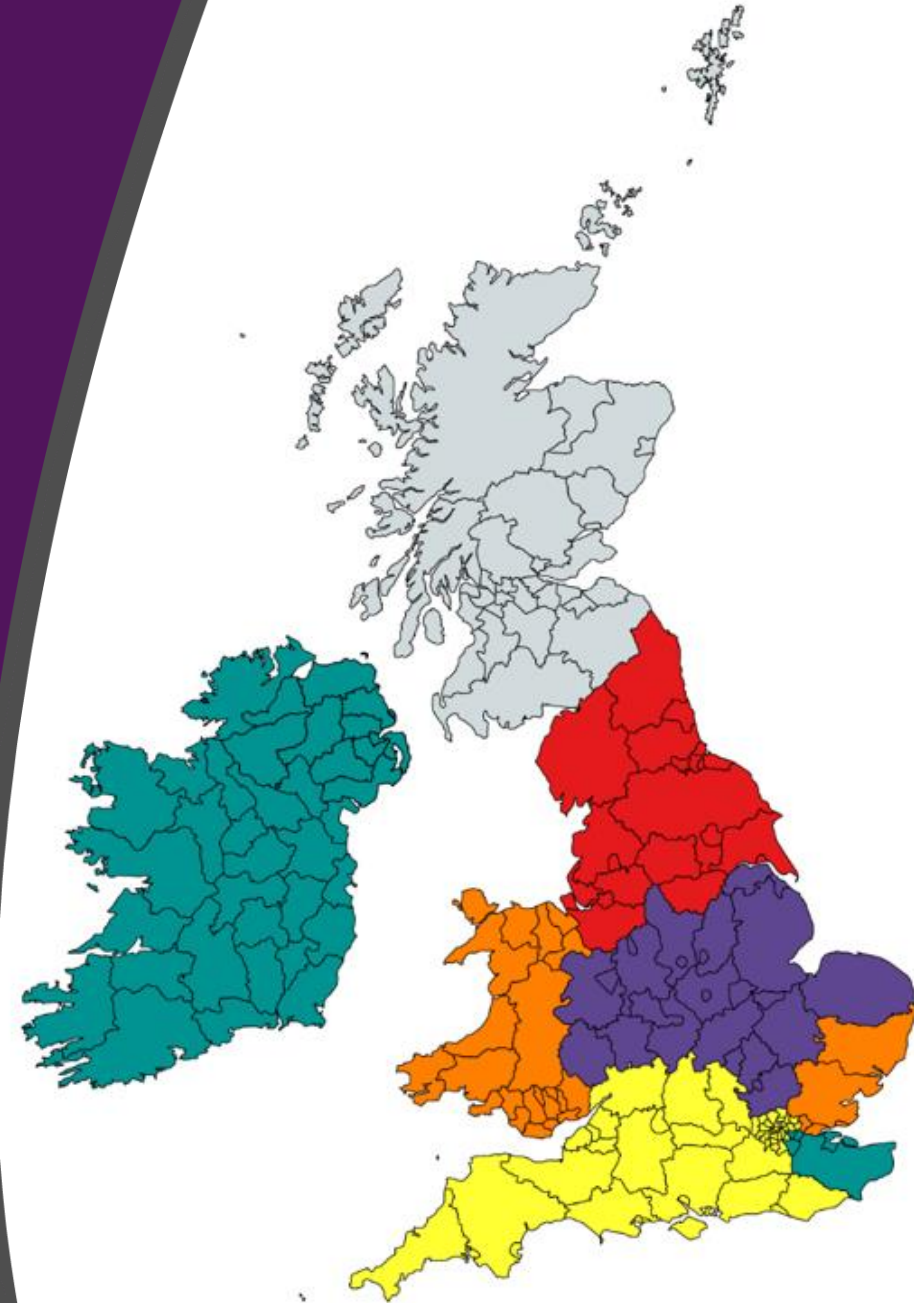
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