

Resources for DFSQ: Communication

2nd November 2023



Key Features of Digital Functional Skills

Gateway Qualifications offer



Free resources



75% practical skills



Mock assessments
available at both levels



On demand
assessment



6 working day
results turnaround



Dedicated centre
support team



One free resit per
learner

Free Resources & Support

Initial assessment tool

Centre and Learning guides

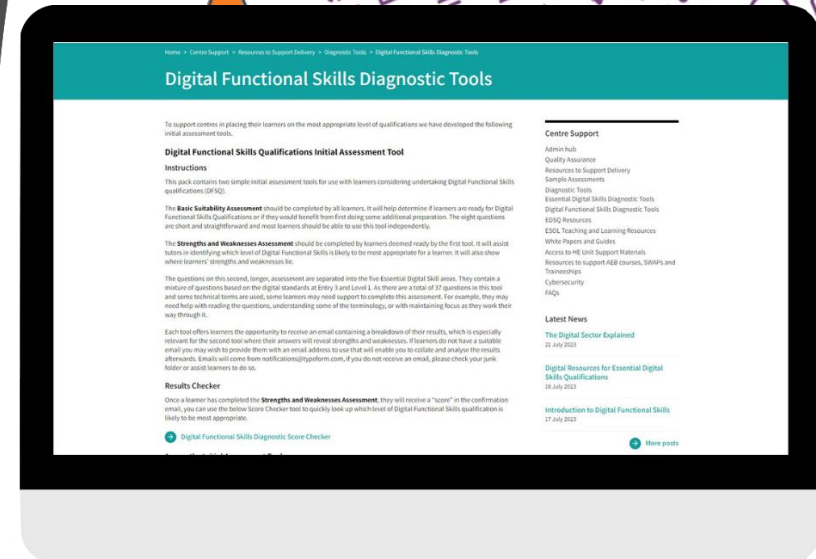
Teaching and learning resources

Glossaries for learners

Marking and IQA support (E3 only)

Regular webinars & onboarding training

Developing Basic Digital Skills – Introductory Activities



Resources: our approach

Resources

Support delivery of the DFSQ subject content at Entry Level 3 and Level 1

Illustrate the depth and breadth of knowledge and skills required

Recommend different approaches to the delivery

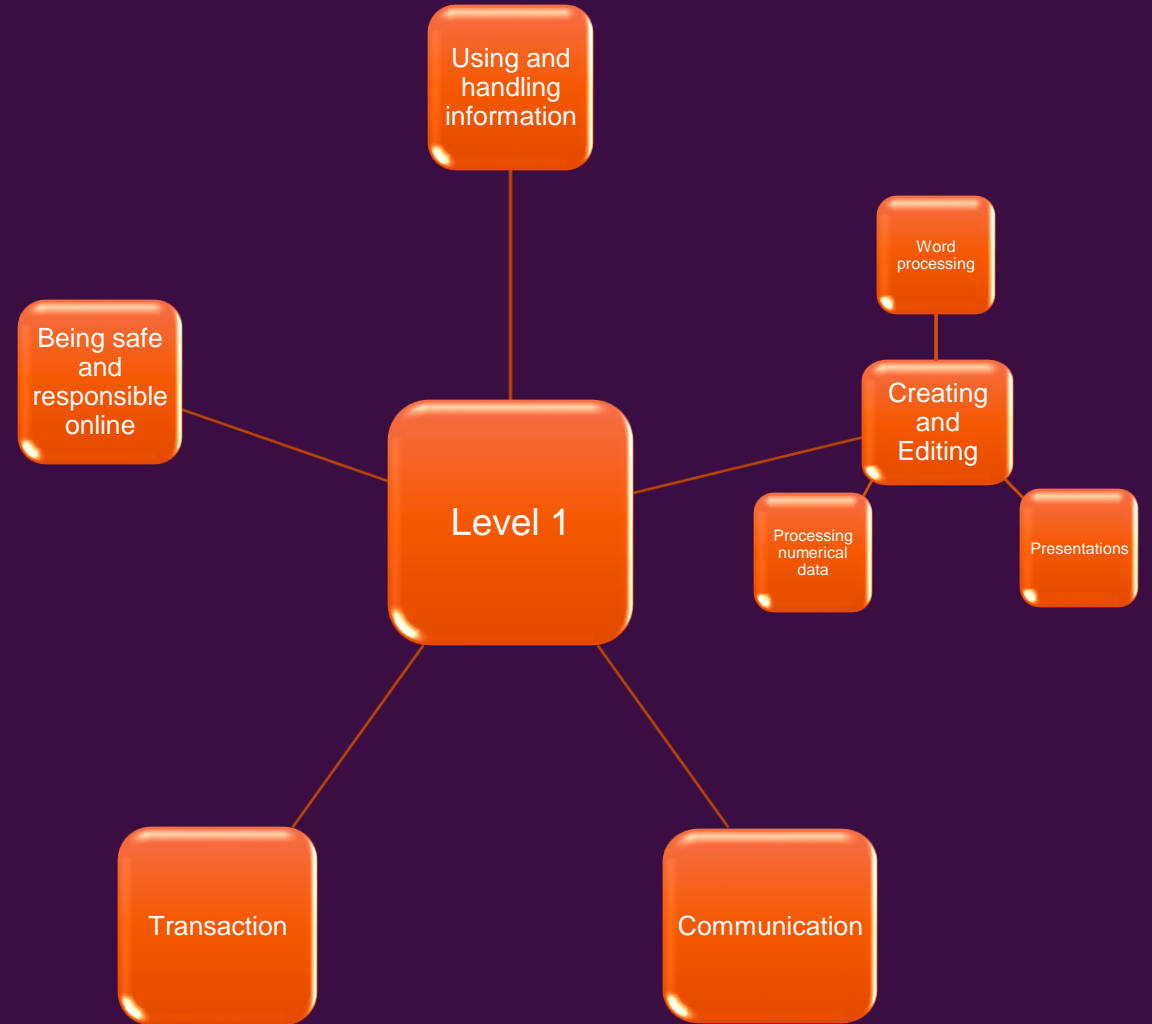
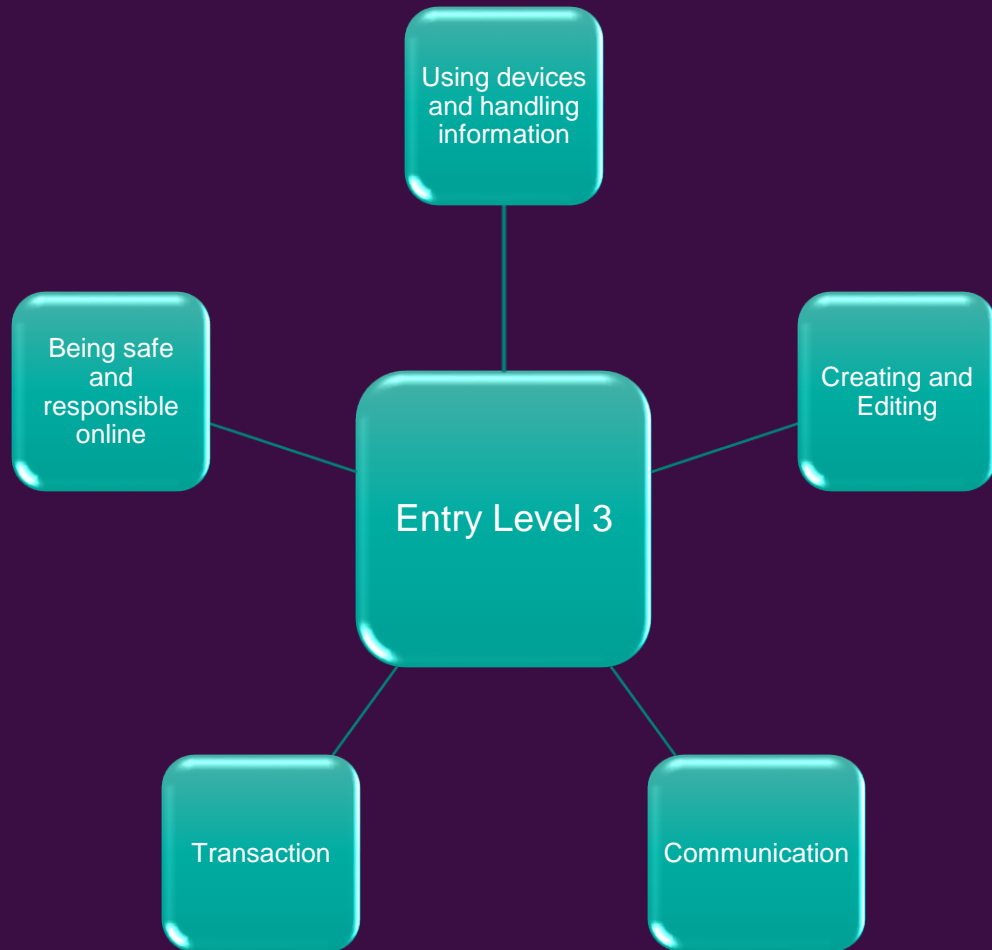
Signposting to online content

Resources are inclusive and accessible

Prepare learners for the mock /live assessment



Units



Unit 3: Communicating



Subject Content statement

Communicating

	Entry level 3	Level 1
3.1	Create and edit details in a contacts list	Use email for a range of contexts and audiences
3.2	Compose and reply to online communications comprising text and other digital content to individual and multiple recipients	Use online messages (including instant message, text message, social media) for a range of contexts and audiences
3.3	Initiate and participate in a video call	Know what steps can be taken to limit a digital footprint (including use of privacy tools to manage cookies and website tracking, private browsing, restricting GPS information)
3.4	Know what is meant by a digital footprint, understand the implications of a digital footprint, and know the range of digital activities (including social media activity, web searches, emails), that leave a digital footprint	N/A

Subject Content statement

Communicating

	Entry level 3	Level 1
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How to find the resources
in Prism

Next steps



Express interest



Gain approval



Attend on boarding
sessions



Deliver!



New - Become Recognised
Existing - Qualification Approval

Business Development



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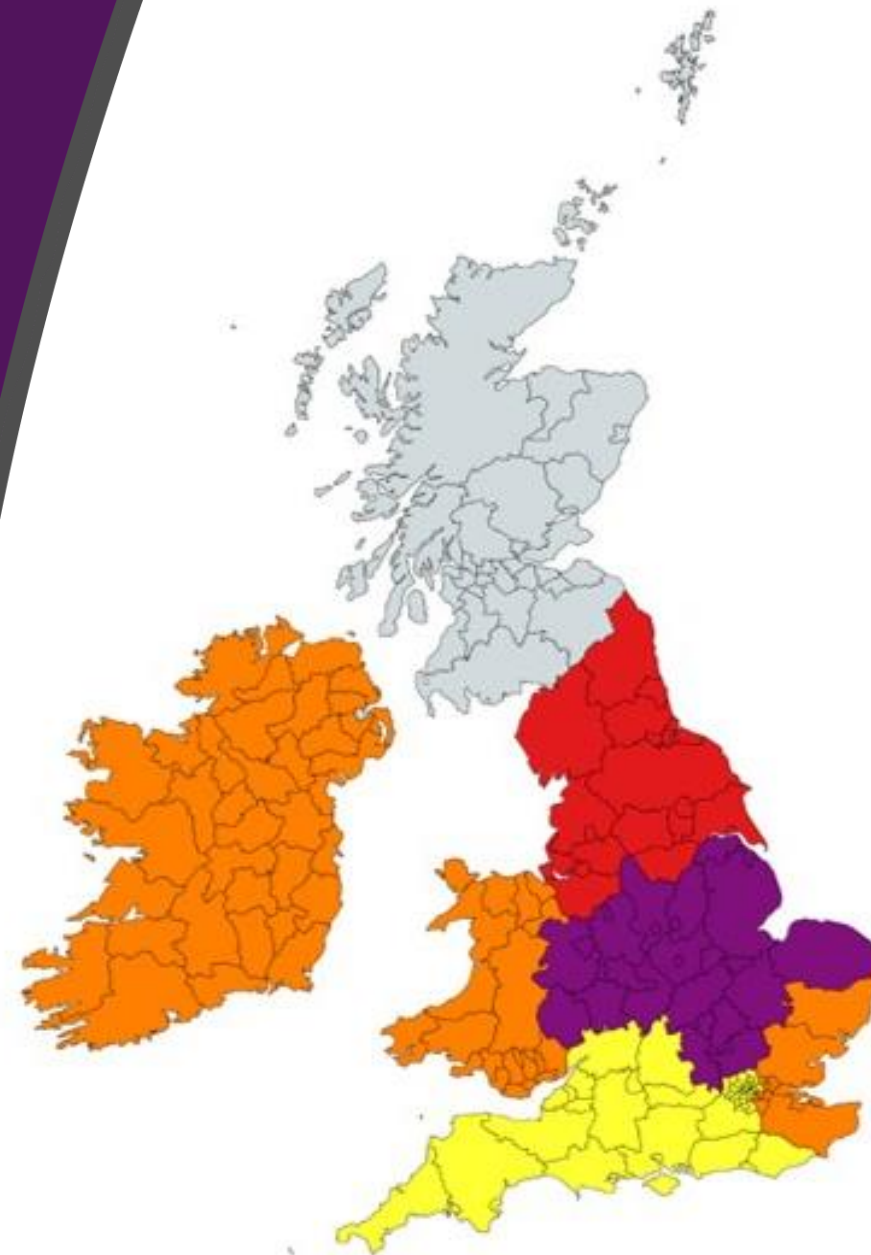
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Questions?



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Free webinar

Introduction to Digital Functional Skills

with
Diana Muallem
and Paul Saunders

[Register
here](#)



Contact us



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