

Resources for DFSQ:  
Transacting |  
Being Safe and responsible  
online

7<sup>th</sup> 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

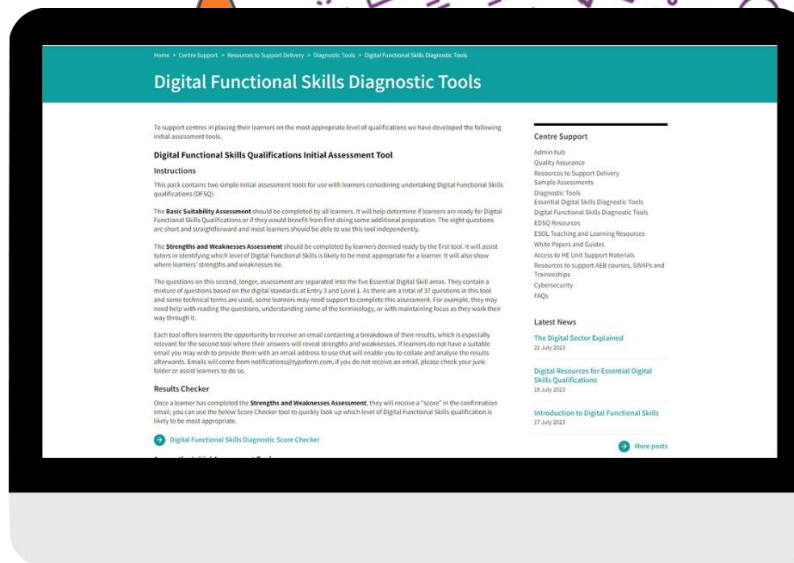
Teaching and learning resources

Glossaries for learners

Marking and IQA support (E3 only)

Regular webinars & onboarding training

Developing Basic Digital Skills – Introductory Activities



Resources: our approach

# Resources

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

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Illustrate the depth and breadth of knowledge and skills required

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Recommend different approaches to the delivery

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Signposting to online content

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Resources are inclusive and accessible

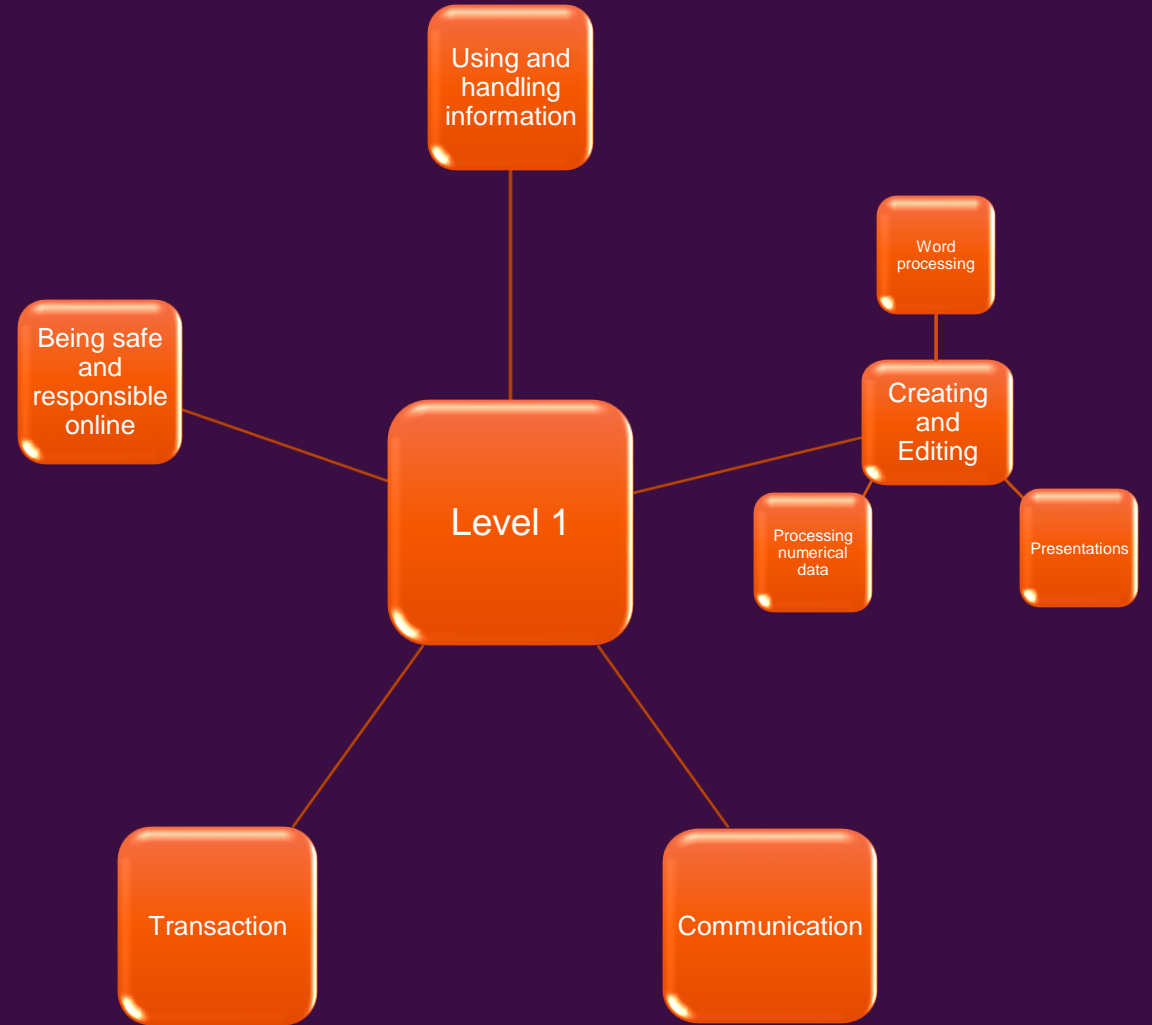
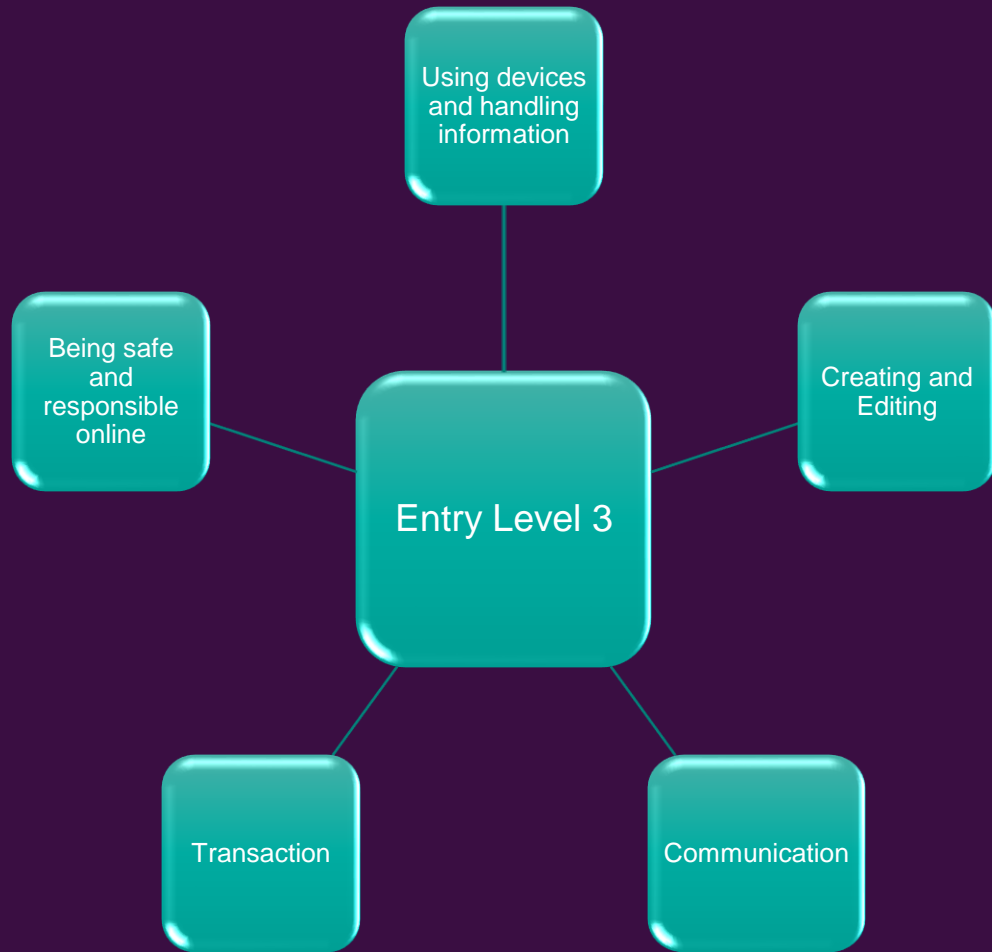
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Prepare learners for the mock /live assessment

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# Units





# Transacting and Being Safe & Responsible Online

A close-up photograph of a person's hands. One hand is holding a blue credit card, and the other is typing on a laptop keyboard. The background is dark, and the lighting is focused on the hands and the card. The image is partially obscured by a large white circle with a teal border.

## Unit 4: Transacting



# Subject Content statement

## Transacting

	Entry level 3	Level 1
4.1	Complete and submit an online form (including personal details) and comply with data validation	Manage account settings for an online service (including personal details, login credentials, marketing and communication preferences)
4.2	Comply with verification checks to complete an online transaction	Complete online forms and upload documents or images
4.3	N/A	Carry out checks to reduce the risks involved in transactions online (including checking for the padlock next to the URL in the browser, checking if the website appears professional with a legitimate domain name, checking reviews)

# Unit 5: Being safe and responsible online

# Subject Content statement

## Being Safe & Responsible Online

	Entry level 3	Level 1
5.1	Understand the need to stay safe and respect others when using the internet and communicating online	Understand key rights under data protection laws (including right to see what personal data organisations hold about you, right to withdraw consent) and the circumstances where you can request that personal data be rectified or deleted
5.2	Know simple methods to protect personal information and privacy online (including not sharing personal information, looking for HTTPS when logging in)	Understand the importance of protecting personal information and privacy online and know methods to do so (including private browsing, social media settings, settings on a mobile device to restrict or grant GPS location information, using a secondary email address)
5.3	Set up and use security features (including authentication methods) to access devices and online services	Know how to backup files to the cloud.

# Subject Content statement

## Being Safe & Responsible Online

	Entry level 3	Level 1
5.4	Understand the benefits of using security software (including anti-virus, firewall) to protect against online risks devices and online services	Know how to avoid exposure to malware (including worms, trojans and ransomware)
5.5	Know of and know how to minimise the effects of health risks (including weight gain, decline in physical fitness, poor sleep patterns) that may result from using devices and the internet.	Know of and know how to minimise the effects of physical stresses (including pain from poorly positioned equipment and/or bad posture, repetitive strain injury, eye strain) that may result from using devices

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



**Chris Deeproose**

Email Chris [here](#) or call

T: 01206 911242 M: 07920 027 375



**Rory Munro**

Email Rory [here](#) or call

T: 01206 911245 M: 07740 180 022



**Michelle Sparkes**

Email Michelle [here](#) or call

T: 01206 911 243 M: 07920 027 370



**John Hamilton**

Email John [here](#) or call

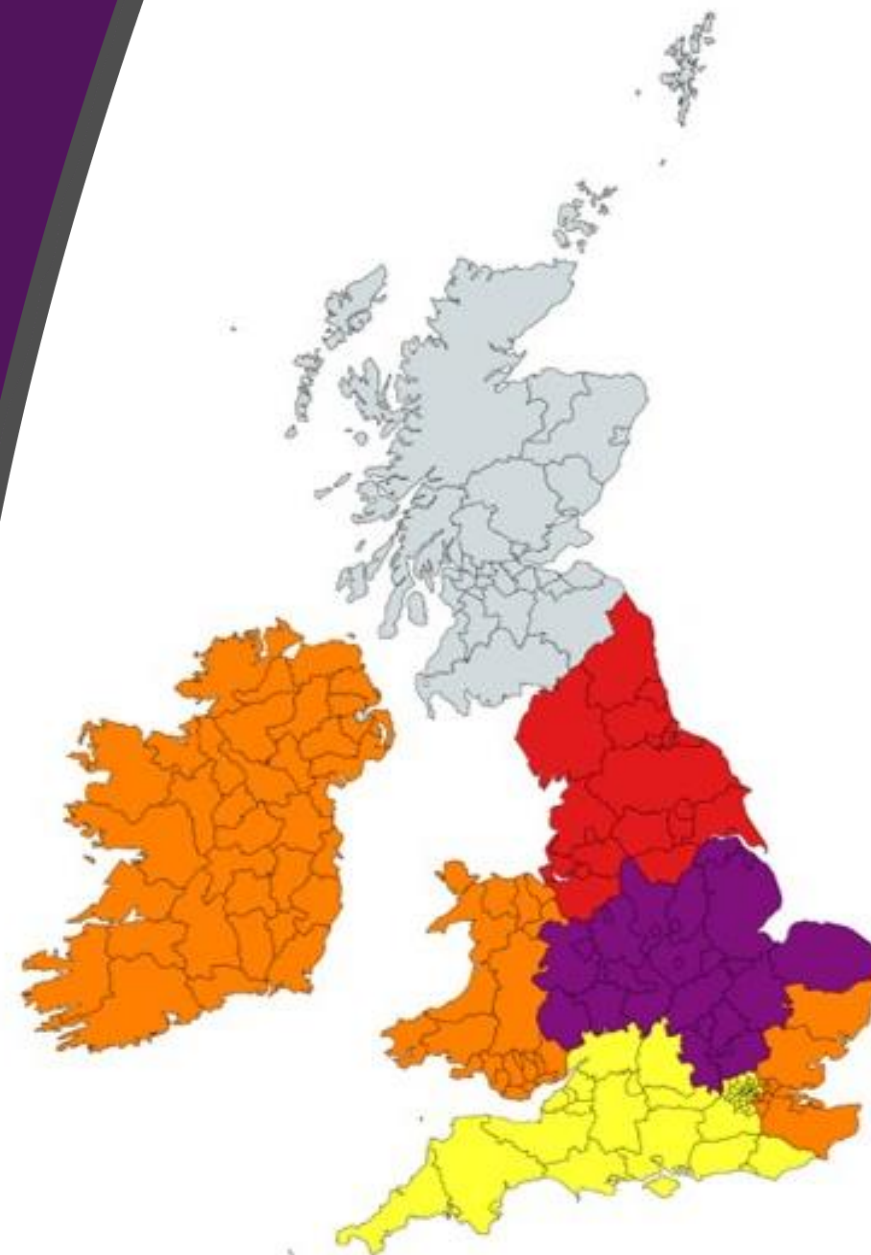
T: 01206 911 246 M: 07498 903029



**Paul Saunders**

Email Paul [here](#) or call

T: 01206 911204 M: 07734 556008



# Free webinar

## Introduction to Digital Functional Skills

with  
Diana Muallem  
and Paul Saunders

[Register  
here](#)





# Questions?



 01206 911 211

 @GatewayQuals

 [www.gatewayqualifications.org.uk](http://www.gatewayqualifications.org.uk)

 [enquiries@gatewayqualifications.org.uk](mailto:enquiries@gatewayqualifications.org.uk)



# Contact us



<https://www.gatewayqualifications.org.uk/>



[enquiries@gatewayqualifications.org.uk](mailto:enquiries@gatewayqualifications.org.uk)



01206 911 211



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