

LETS Level 1 Certificate in Digital Skills for Pre-employability (RQF)

Qualification summary

This qualification has been developed for the widest range of learners possible: young people and adults, those who are pre-employment, recently unemployed or between jobs. It has been designed to meet the needs of learners who wish to gain basic IT skills and to understand and to apply for Universal Credit and employment through Find a Job.

The range of units contained in this qualification allow you to learn, develop and practise IT skills required to apply for Universal Credit and to seek jobs through Find a Job, without requiring or proving occupational competence. This qualification will also allow you to develop the basic knowledge and skills of selected IT activities which will prove invaluable toward your own personal and career development.

A background in computing skills is not required to achieve this qualification, which will give you an understanding of:

- basic ICT and internet skills
- the use of social media to identify and gain employment
- how to apply for Universal Credit and Find a Job

Achievement of this qualification can assist you in gaining employment in the sector of your choice.

On completion of the Level 1 Certificate in Digital Skills for Pre-employability (RQF), you may progress into further learning, employment or onto LETS vocationally-based qualifications, such as the:

Level 1 Certificate in Skills for Employment (RQF)

Level 1 Certificate in Personal and Social Development (RQF)

Level 1 Certificate in Developing Employability Skills (RQF)

or similar vocationally-based qualifications.

Qualification structure

All 5 modules from Group M must be achieved to gain the qualification.

Guided Learning Hours (GLH) are 68

Total Qualification Time (TQT) is 124

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Group M - mandatory units

RQF unit no.	LETS mod. no.	Module title	Unit Level	GLH Value
L/616/9032	DS4	Understand and apply for Universal Credit	1	11
R/616/9033	DS5	Understand and apply for Find a Job	1	11
Y/616/9034	DS6	ICT basics	1	14
D/616/9035	DS7	Using the internet	1	18
H/616/9036	DS8	Using social media to gain employment	1	14

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