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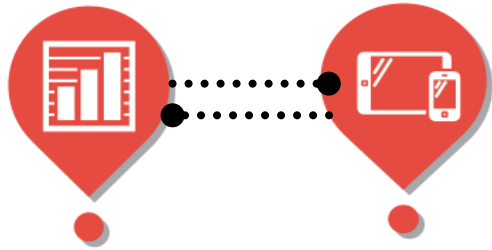
Fuelling your apprentice's journey

Maths & English Support Resources

Emma Husthwaite, Digital Solutions Manager

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Teaching and learning resources:
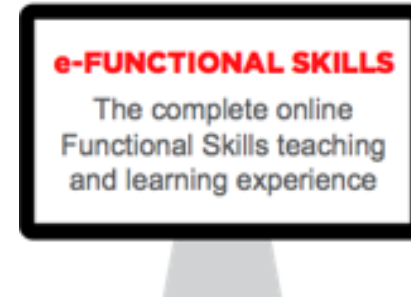# Maths and English e-toolkit and e-Functional Skills

It is… maths and English e-Toolkit

It provides… maths and English teaching and learning support, through an extensive toolkit of teaching and learning resources

It supports… all nations, all centres, all qualifications, all learners (content aligned to Core Curriculum)

It will…. equip centres with all they need to support and enhance maths and English teaching and learning across their organisation

e-FUNCTIONAL SKILLS

The complete online Functional Skills teaching and learning experience

It is… e-Functional Skills

It provides… complete online Functional Skills teaching and learning experience

It supports… Functional Skills in English, Mathematics and ICT at Entry 3 to Level 2.

It will…. ensure consistent Functional Skills delivery, speed up completions and improve learners' chance of a first-time pass.
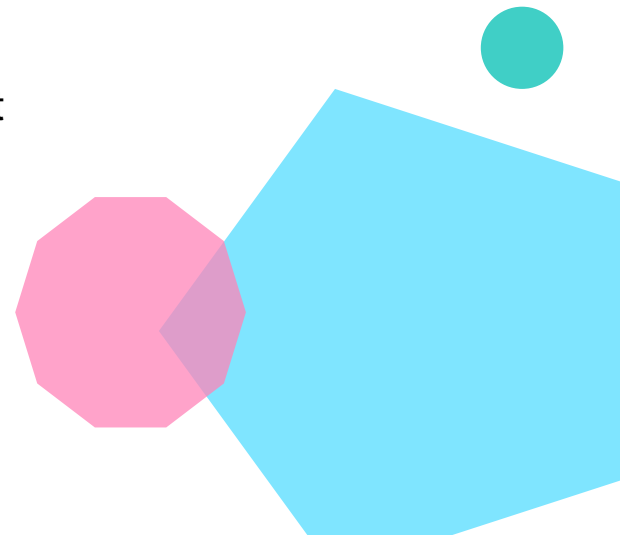
e-Toolkit resources – what's available?

For tutors

- Delivery plans for every sub-topic

- Tutor guides and recommended resources

- Interactive activities complete with guidance sheets

- Audio and visual clips that enhance lesson plans

- Easy access to qualification advisors and consultants

For apprentices

- Interactive activities complete with guidance sheets

- Recommended resources to help make learning easier

- e-Learning for computer-based and mobile learning

- Audio and video clips that really bring topics to life

- Quizzes, revision videos and cards add variety and interest

- English revision videos

e-Toolkit resources

- Internet-based and can be used on many different types of device – laptop, tablet, PC, mobile
- Three types of resources that allow a blended approach:

Classroom packs	E-learning bites	Revision videos
• New teachers find invaluable	• Allows independent study	• Wide variety - 148 maths and 72 English
• Offers standardisation & structure	• Aids interactivity and engagement	• Not too long – holds the learner's attention
• Saves time and money	• Easy to use - see it, try it, test it.	• Can be used unlimited amount of times
• Customisable material		

WITHIN EACH TOPIC AREA LIES A WEALTH OF DIFFERENT RESOURCE TYPES THAT CAN BE USED IN A VARIETY OF WAYS.

- **Delivery plans** are available for each classroom pack to help session planning and ensure the best use of the learning materials. They include 'top class teaching' tips for tutors and tips for learners who need extending or may be struggling.
Example

- **Interactive activities** can be completed in a classroom setting with the support of tutors or independently for more able learners.
Example

- **Paper-based activities** are provided as both tutor and learner material.
These activities are referred to in the delivery plans but also feature additional standalone activities.
Example

- **Quizzes and revision cards** can be used in different ways, either in tutor-led activities, or in individual work. They provide prompts for checking understanding and promote bite-sized learning.
Example

- **Audio and video clips** help learners see skills in use in the real world.
Example

- **e-learning bites** follow a 'see it', 'try it' and 'test it' format and can be accessed on PCs, tablets and mobile devices; allowing learners to approach and consolidate topics independently.
Example

- **Maths revision videos** are available for 150 topics and offer learners a great way of really getting to grips with topics they are struggling with, as well as providing assessment preparation support. English revision videos are also currently being developed.
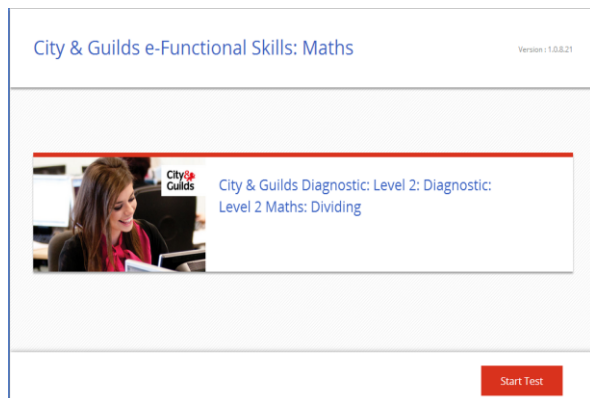*Example*

e-Toolkit demonstration

e-Functional Skills – key facts

- Initial and diagnostic assessment used to generate Individual Learning Plans (ILP)

- Lesson builder and content import/export tools allow content to be customised and usage monitored

- 'Test your knowledge' to help learners consolidate learning and check progress

- Vocational top-ups provide additional sector-specific learning content
  - currently available for Construction, Care and Hair & Beauty

- Sample assessments
  - taken directly from our sample assessments, so structure/approach consistent
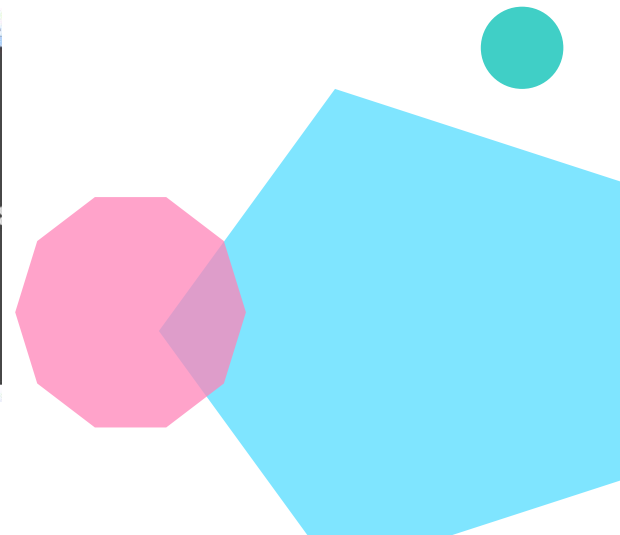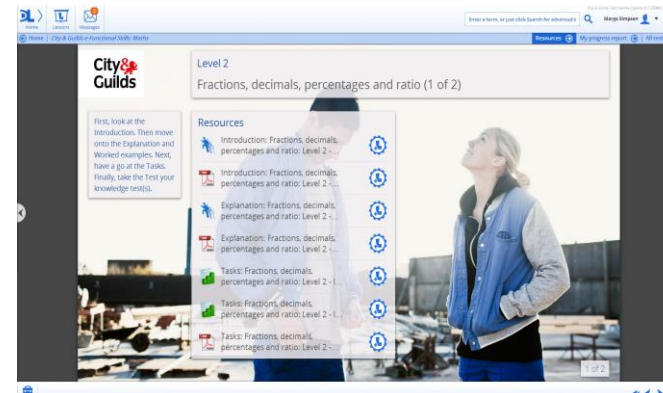
Aligned to the apprentice's journey
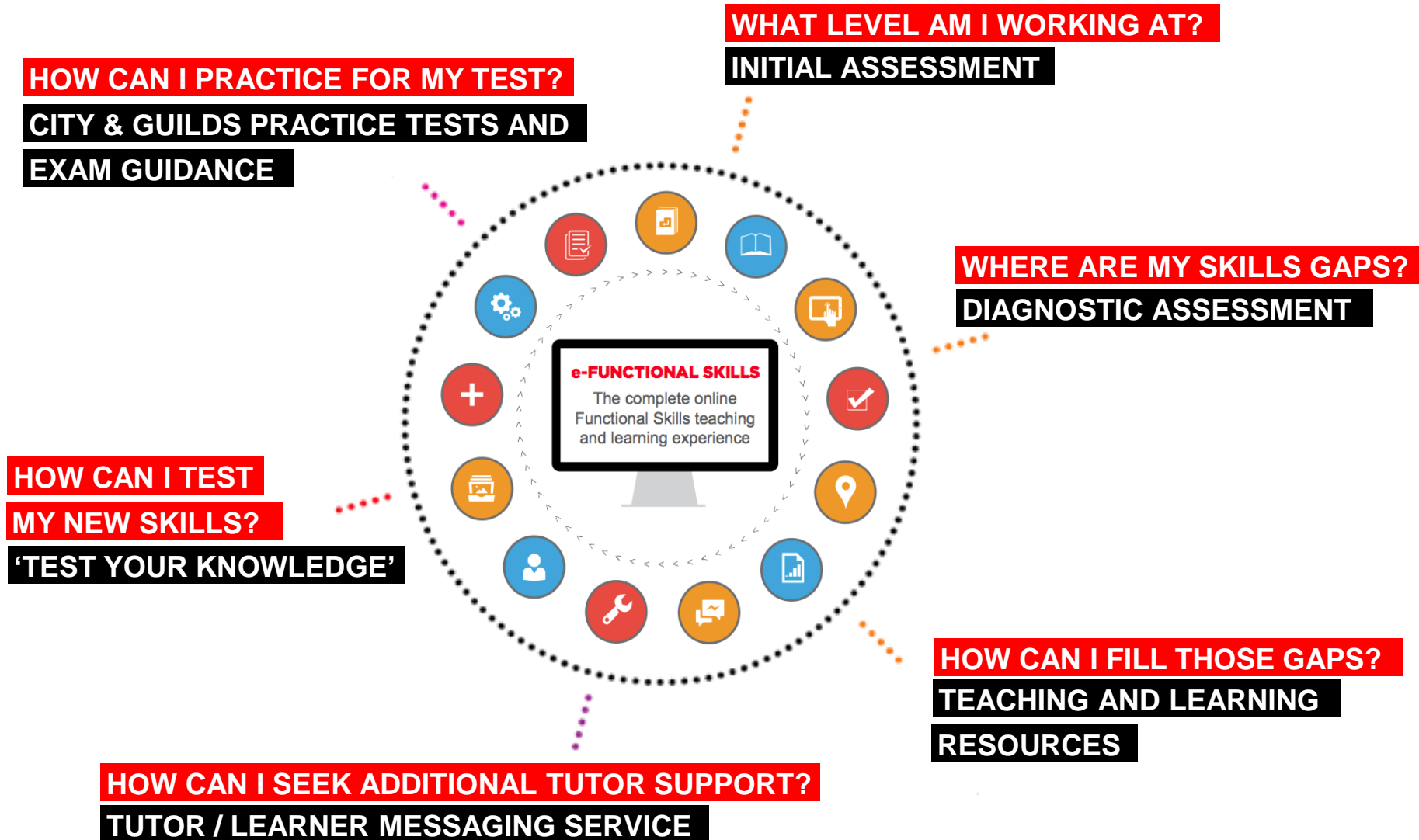

WHAT LEVEL AM I WORKING AT?
INITIAL ASSESSMENT

HOW CAN I PRACTICE FOR MY TEST?
CITY & GUILDS PRACTICE TESTS AND EXAM GUIDANCE

WHERE ARE MY SKILLS GAPS?
DIAGNOSTIC ASSESSMENT

HOW CAN I TEST MY NEW SKILLS?
'TEST YOUR KNOWLEDGE'

HOW CAN I FILL THOSE GAPS?
TEACHING AND LEARNING RESOURCES

HOW CAN I SEEK ADDITIONAL TUTOR SUPPORT?
TUTOR / LEARNER MESSAGING SERVICE

e-FUNCTIONAL SKILLS
The complete online Functional Skills teaching and learning experience

e-Functional Skills – features

1. INITIAL ASSESSMENT AND DIAGNOSTIC

Adaptive Initial Assessment and Diagnostic tests assess learner's skills level and knowledge gaps.

2. e-ILP

Based on the results of the Initial Assessment and Diagnostic tests an Individual Learning Plan (e-ILP) is generated. The e-ILP is targeted towards the learners' areas of weakness.

3. DYNAMIC e-LEARNING

Tutors and learners can access a wealth of engaging and dynamic e-learning content. 340 maths and English tutorials are available to assist learners develop their knowledge and check their progress.

4. FORMATIVE TESTS

Formative practice tests help build learner confidence, structure learning and track learner progress through computer marked assessments.

5. CLEAR LEARNER NAVIGATION

Learners interact through an intuitive learner landing page which highlights learners 'Latest work' and features navigation tabs to 'Lessons', 'To do List' and 'How am I doing?'

6. REPORTING AND ANALYTICS

In depth reporting and analytics tools allow tutors to monitor learner interaction and progress.

7. TUTOR INTERVENTION AND INTERACTION

Learners are notified when new resources have been assigned to them by their tutors. Tutors are notified when learners submit work for marking (applicable mainly in English Functional Skills).

8. INDIVIDUAL OR COHORT LESSON BUILDER TOOL

Lesson builder functionality allows tutors to build bespoke lesson plans for cohorts, small groups or individual learners.
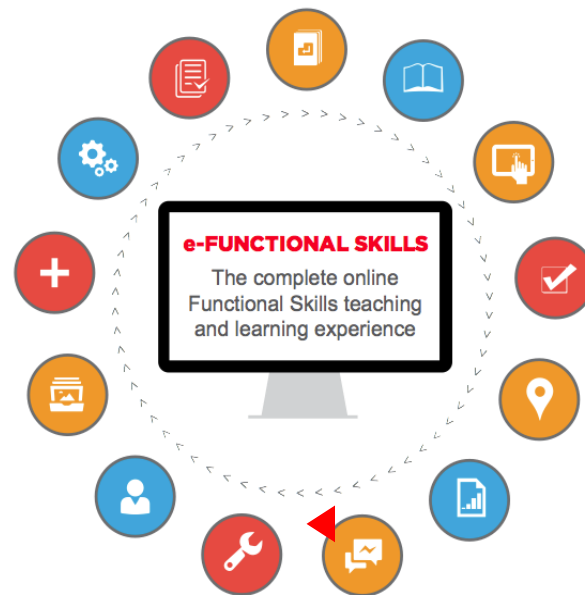
9. IMPORT OWN CONTENT

Centres can upload their own resources and useful web links. For example a centre could choose to upload their own Level 3 content to stretch and prepare a learner for higher levels of attainment.

10. EXPORT CONTENT TO VLE FOR CLASSROOM TEACHING

The system allows users to export a SCORM pack of pages or resources which can then be imported into a centres' learning platform

11. ADDITIONAL e-LEARNING CONTENT

Tutors and learners can access additional e-learning content to help revise topics the learner is still finding difficult and provide a final brush up of knowledge before the final assessment.

12. PRACTICE TESTS

Developed by City & Guilds assessment experts, learners can access a series of practice tests. The practice tests help enable the learner to become familiar with the final assessment model and build confidence before the external assessment.

13. EXTERNAL ASSESSMENT

When test ready learners can sit their external assessment. Flexible assessment options are available with a choice of onscreen and paper assessments available on demand.

e-FUNCTIONAL SKILLS

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e-Functional Skills demonstration

For more information about our complete range of products and services to support maths and English, please visit: cityandguilds.com/mathsandenglish

For more information on the digital resources available please contact:
digitalsales@cityandguilds.com or call 01924 206709