Digital Skills Newsletter   Spring 2020

Let's celebrate you!

Many end-point assessment organisations (EPAOs) will tell you how great their pass rates are, seeming to imply that they are better at producing apprentices than others. Well, we would like to THANK YOU, our training providers, for the hard work you have put into developing your apprentices in the Digital Skills standards.

We would also like to thank the employers you work with for their willingness to take on an apprentice and give them the opportunities they need to complete the programme they choose.

Because of the efforts the apprentices, you and the employer have made, our industry sector is currently running above average for passes – 93.25%. You have made this happen and it shows that you are taking on the advice and guidance we have provided around evidence submission, project work and the interview. For those who want to know their individual standards you work with:

- Network Engineer   96%
- Software Developer   95%
- Infrastructure Technician   94%
- Digital Marketer   88%

Keep up the good work, you are making a difference.

Apprenticeship Standards – update

City & Guilds now offers 6 key Digital Skills apprenticeships and will be adding three more this year.

The products and support we have are;

- Network Engineer
  - o End-point Assessment Guidance and Preparation material
  - o EPA handbook and On-programme qualification handbooks
  - o EPA Sample test and On-programme sample tests
  - o Synoptic Projects specifically written for Virtual Assessment
  - o **NEW** Get to Gateway on-line learning resource
- Software Developer
  - o End-point Assessment Guidance and Preparation material
  - o EPA handbook and On-programme qualification handbooks
  - o EPA Sample test and On-programme sample tests
- Infrastructure Technician
  - o End-point Assessment Guidance and Preparation material
  - o EPA handbook and On-programme qualification handbooks
  - o EPA Sample test and On-programme sample tests

- o Synoptic Projects specifically written for Virtual Assessment
  - o **NEW** Get to Gateway on-line learning resource
- Digital Marketer
  - o End-point Assessment Guidance and Preparation material
  - o EPA handbook and On-programme qualification handbooks
  - o EPA Sample test and On-programme sample tests
  - o **NEW** Get to Gateway on-line learning resource
- Unified Communications Technician
  - o End-point Assessment Guidance and Preparation material
  - o EPA handbook and On-programme qualification handbooks
  - o EPA Sample test and On-programme sample tests
  - o Synoptic Projects that exist can be used with our Virtual Assessment offer
  - o Apprentice Training Manual
- Cyber Security Technologist
  - o End-point Assessment Guidance and Preparation material
  - o EPA handbook and On-programme qualification handbooks
  - o EPA Sample test and On-programme sample tests

Standards in Development

- Digital Support Technician – in development
  - o Proposed date for first Registration: Last week of April 2020
  - o Proposed date for first EPA booking: Last week of July 2020
- Data Analyst (revised Standard)
  - o Proposed date for first EPA booking: Mid-September 2020
- IT Technical Salesperson
  - o Proposed date for first EPA booking: Mid-September 2020

Please note that these dates are for guidance only and may be subject to change depending on various factors external to City & Guilds.

Apprenticeship Standards – Network Workshops

The latest round of events has proved extremely popular and have been sold out with in 2 or 3 days. If you are someone who has booked a place and now will not be able to attend, please can you cancel to allow us to offer the seat to someone else.

The next events are (though sold out);

- Doncaster College   26 March 2020
- City & Guilds office (London)   27 March 2020
- City & Guilds office (Warrington)   31 March 2020

These sessions are on best practice and lessons learned that have been feedback by our Lead Independent End-point Assessors from the work being carried out by their teams. We also will be doing a brief introduction to the second of our Virtual Assessment Service platforms that will be used initially for Software Developer.

We are looking for venues in:

- Cumbria/Tyne & Wear area

- Essex/Bedfordshire/East Anglia
- South Coast/South East Coast
- South West (between Plymouth and Bristol)

If you would be happy to host a morning or afternoon event with some coffees and teas, please send an email to the Digital Skills Technical Advisor – ken.gaines@cityandguilds.com

Virtual Assessment Service (VAS) - update

The first platform we have introduced is Cisco Packet Tracer that can be obtained for free through our branded Cisco Net Academy. For Network Engineer and Infrastructure Technician, we have taken two existing synoptic projects for each standard as a base and created two new ones that have specifically developed to be used with Packet Tracer.

For Unified Communications Technician, the synoptic projects were written with the use of either physical kit or Packet Tracer, please check them and make sure that you are happy that your apprentices could use them with a virtual environment.

In the next couple of months we will be releasing two synoptic projects that have been developed for Software Developer to be used on our second Virtual Platform – CloudShare. For details on our VAS, how to access the platforms and find the projects use the following link:

http://bit.ly/CGDigiAppDocs

Click on the End-point assessment EPA block:

On-programme	⌄
End-point assessment EPA	⌄
Additional documents	⌄

Then click on the Virtual Assessment Service for information and Projects:

9648-71 Software Developer	⌄
9648-72 Network Engineer	⌄
9648-73 Infrastructure Technician	⌄
9648-74 Digital Marketer	⌄
Virtual Assessment Service	⌄

Under this block you will find the Synoptic Projects area for Infrastructure Technician and Network Engineer.

Synoptic Projects	⌃
Infrastructure Technician	⌄
Network Engineer	⌄

5220 Technical Qualifications in Digital Technologies

As part of City & Guilds support for full time qualifications and helping staff to better deliver the Technicals, a series of events is being held around Teaching and Learning specifically for the KS5 products. These are not aimed at any specific industry sector.

If you wish to book a place on these events, please use the links included here;

March 5th Burntwood	- [Book here for Burntwood](#)
March 10th Warrington	- [Book here for Warrington](#)
March 25th London	- [Book here for London](#)

We are looking to doing something similar for the KS4 later in Spring/Summer Term time.

Apprenticeship FAQs – The Interview

Who can be in the EPA Interview?

Only the apprentice and the Independent End-point Assessor (IEPA) should be present. This allows the apprentice to feel at ease and comment on anything without consequences from the Provider or Employer.

How is the Interview conducted?

It is done using GoTo Meetings, with video capability turn on. The Interviews are recorded to allow for complete review of all evidence should a grade be challenged.

It is important that the video is on, so the IEPA is able to see that the apprentice is not being coached or just "downloading" answers from the internet.

If an apprentice has had anxiety issues will City & Guilds take this into account?

You need to make sure that any issues that an apprentice has, from special education needs, hearing or sight impairment and anxiety problems are flagged with us at the earliest opportunity. Our IEPAs have been praised for looking to ensure that the apprentice is as calm as they can be and will accommodate for any requirements that have been notified.

How is the Interview graded?

The Interview is not graded. In fact, currently, none of the individual elements of the Digital Standards EPA we offer are graded separately. Our IEPAs look at all the evidence presented, including the Interview, before coming to a grading decision.

General new

Make sure your preferences are up to date, so you get the right email notifications and pass the link on to colleagues to help keep them informed.

https://www.cityandguilds.com/what-we-offer/centres/email-updates

Check out Eventbrite for all City & Guilds events that cover specific Industry sectors, funding, APL, Technicals Teaching and Learning…….and much, much more.