

NCFE L2 Certificate in Information, Advice or Guidance

Location	Offsite
Course Type	Adult
Department	Human Resources
Start Date	Tuesday 1st August 2023
Duration	Part-time, 1 Year
Time	00:00 - 00:00
Fee	£ 362.00 You may be eligible for support with your tuition fees - please visit the college website - funding and finance page for further information
Course Code	XPQ-DL2C-1013

Course Overview

FLEXIBLE ONLINE LEARNING

PERSONALISED LEARNING PLATFORM

This self-learning course has been developed to fit around you and your lifestyle.

Assignments can be completed online or in a workbook format.

You will be assigned a tutor who will be available to offer guidance and support through your learning journey.

Offering clear and accurate information, advice or guidance and knowing what can be shared legally and professionally can greatly improve outcomes for a business. There are some fundamental rules for successful information sharing and ensuring staff are aware of these is key.

Course Requirements

Aged 19+

Lived in the UK for 3 years

PLEASE NOTE: YOU CAN ONLY ACCESS THE COURSE BY USING A LAPTOP, DESKTOP OR TABLET, AS BOTH THE INFORMATION BOOKLET AND QUESTIONS ARE ACCESSED ONLINE.

MOBILE PHONES ARE NOT SUITABLE FOR THE PLATFORM.

What You Will Learn

What does this qualification cover?

This knowledge-based QCF qualification covers enhanced early stage learning and concepts relating to equality and diversity, particularly relating to society, the workplace, and the community. This will enable learners to develop a level of knowledge beyond the standard employer-sponsored training experience, which will provide them to access further learning routes or career progression

Objectives

Raise awareness of the issues surrounding equality and diversity

Apply this awareness through actions in society, community and the workplace.

Assessment

Assignments can be completed online or in a workbook format

Mandatory Units

You will achieve a total of 5 units;

Information, advice or guidance in practice

Developing interaction skills for information advice or guidance

Signposting and referral information, advice or guidance e

Information, advice or guidance context

Information, advice or guidance in schools and colleges

Contact Details

For further information please contact T: 0161 886 7070 or E: info@trafford.ac.uk

Disclaimer

Although every care has been taken to ensure that the information contained within this document is accurate, there may be changes to this programme and provision. We will endeavour to keep prospective and current students updated where appropriate and when the information becomes available.