

Open Awards Qualification Unit



This unit forms part of a regulated qualification.

1 Unit Details

Unit Title:	ICT for Employment
Unit Reference Number:	J/506/3071
Level:	Entry 3
Credit Value:	1
Minimum GLH:	10

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Recognise the types of information and communication technology that are used in a place of work	1.1 Identify 3 different types of information and communication technology used in a place of work
	1.2 Outline the uses of each of the identified types of information and communication technology
2. Know how to use relevant information and communication technology systems	2.1 Use 2 types of information and communication technology systems appropriately and within place of work guidelines
	2.2 Identify who to contact for help and support when using information and communication technology