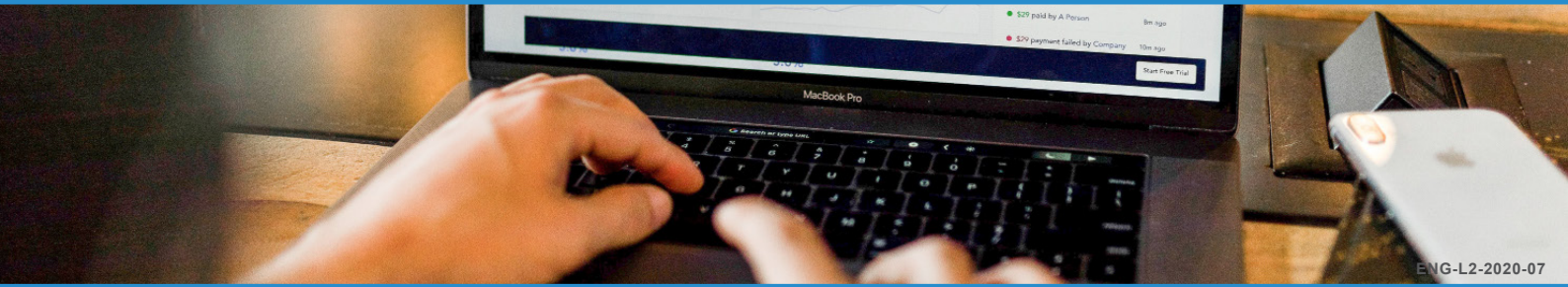


ENGLISH

LEVEL 2 FUNCTIONAL SKILLS



Transforming lives by
improving skills, preparing for
jobs and building careers



ENG-L2-2020-07



Course Delivery: Online



Awarding Body: City & Guilds (4748-02)



Guided Learning Hours: 54 hours



Course Fees: Fully funded for eligible learners*



Typical Course Completion Time:
4 weeks (2.7h per day) or 12 weeks (4.5h per week)



Assessments: Reading & Writing - exam in centre
Speaking & Listening - observation of the learner

COURSE OVERVIEW

Functional Skills qualifications are intended to support learners as they seek to improve their literacy, numeracy and ICT skills. Achieving these qualifications should increase candidates' confidence and motivation, and the skills they gain will be valuable in the workplace or in any further learning.

BENEFITS

- Gain a fully funded, nationally recognised qualification.
- Boost your confidence and career prospects.
- Distance learning allows you to choose when and where you study.
- Personal Tutors are assigned to you to ensure you have the support needed to succeed.
- Improve your reading, writing, speaking and listening skills, quickly and easily.

EMBEDDED SKILLS

- Being able to express yourself clearly and fluently both orally and in writing.
- Put forward ideas and arguments in a concise manner.
- Gather, investigate and assess material.
- Condense facts, ideas and arguments.
- Base conclusions on research.
- Organise material in a logical and coherent way.
- Synthesise ideas.

COURSE AIMS

- Listen, understand and make contributions to discussions in a range of contexts.
- Apply an understanding of language to adapt delivery and content to suit audience/purpose.
- Read a range of different text types confidently and fluently, applying their knowledge and understanding of texts to their own writing
- Write texts of varying complexity, with accuracy, correct spelling, punctuation and grammar.
- Understand the situations when, and audiences for which, planning, drafting and using formal language are important, and when they are less important.



- Go Train has 20 permanent centres and over 200 staff.
- High quality online and offline training and development programmes.
- Supporting tens of thousands to enter and sustain employment since 2002.

*A UK resident or can provide Right to Work documents AND you are either unemployed, on benefits, low-waged or registered self-employed.



Education & Skills
Funding Agency



West Midlands
Combined Authority

SUPPORTED BY

MAYOR OF LONDON



European Union
European
Social Fund