

## Component Specification

<b>Component title</b>	Data Handling
<b>Award type</b>	Minor
<b>Component code</b>	M1N08
<b>Level</b>	1
<b>Credit value</b>	5
<b>Purpose</b>	<p>This award recognises elementary knowledge, skill and competence in collecting and communication quantitative information in ways that do not require counting. It provides recognition for elementary use of language and concept.</p> <p>It provides credit towards the <b>Level 1 Certificate in General Learning and the Level 1 Certificate in Communications.</b></p>
<b>Learning outcomes</b>	<p>The learner will be able to:</p> <ul style="list-style-type: none"><li><b>(DH1)</b> Identify the use of data in everyday life, e.g. <i>the numbers of people who want tea/coffee</i></li><li><b>(DH2)</b> Gather data with one criteria following clear instructions</li><li><b>(DH3)</b> Sort data using one criteria, e.g. <i>grouping counters indicating preferences for tea</i></li><li><b>(DH4)</b> Communicate information relating to data, e.g. <i>of not more than two variables</i></li></ul>
<b>Transfer</b>	Learners who successfully complete this component are eligible to transfer to programmes leading to other awards at Level 1 as appropriate to the requirements for the specific named award.
<b>General assessment requirements</b>	See Assessment Guidelines for Providers. The Guidelines describe the assessment technique (s) identified below.
<b>Specific assessment requirements</b>	In order to demonstrate they have reached the standards of knowledge, skills and competence outlined in this component, learners are required to complete a collection of work/portfolio.

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## **Evidence**

This may include:

- Charts, graphs, tally record, collages, constructions, composite of images, drawings, documentation arising from visual/mathematical games, press cuttings
- Photographs, audio/video tapes
- Skills demonstration
- Tutor verification, for example a description by the tutor of what was done by the candidate, clearly signed off by the tutor and the candidate

## **Grading**

The achievement of awards at Level 1-3 are graded as follows:

**Successful** indicates that the learner has achieved **all** the learning outcomes, within a narrow range of predictable and structured contexts.

**Referred** indicates more learning is required to enable satisfactory achievement of one or more learning outcomes.

## **Specific validation requirements**

All quality assurance registered providers wishing to offer programmes leading to this award should have the appropriate and sufficient resources in place or allocated prior to submitting an application for programme validation.

All applications for programme validation with regard to components should identify the certificate or certificates that the learner can overtime achieve.

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