

**FREE** SKILLS FOR WORK  
**COURSES**

**TheLightBulb**  
Ideas | Actions | Results

Part of  **Get Set UK**  
SKILLS | EMPLOYMENT | TRAINING

## Course Introduction

### Are you looking to develop your English and Maths skills?

This course has been designed to help you develop practical skills that are needed in everyday life, to study and in the workplace. You will be able to demonstrate reliable evidence of your achievements that is relevant to the workplace and show how you can adapt this to different contexts.

This City & Guilds employer recognised certificate will help you to achieve an Entry Level, Level 1 or Level 2 in Maths and English. Upon completion you will be able to demonstrate the ability to understand and confidently put into practice everyday English and Maths skills to a higher standard.

## Qualification Structure

This course has been designed to cater for all ways of learning. Whether you are a visual, auditory or kinaesthetic learner, we will find a way that works for you allowing you progress at your own pace. The course includes everything you need to develop your English and Maths skills gradually and build up your confidence.

The course consists of:

- ✓ Two, one-hour virtual tutorials per week with our specialist functional skills tutor or this can be face-to-face
- ✓ Delivered over 6 to 8 weeks, depending on ability
- ✓ A mock exam paper including feedback
- ✓ An improvement guide following the mock exam, to ensure readiness

## FUNCTIONAL SKILLS

English & Maths Entry Level, Level 1 & 2

## Outcomes

- ✓ Demonstrate competency in Reading, Writing, Speaking, Listening and Communicating
- ✓ Communicate effectively and with confidence
- ✓ Apply mathematical thinking effectively to solve problems successfully
- ✓ Confidently apply the knowledge and skills gained in real-life situations and in the workplace

## Accreditation



**This series of workshops is accredited by City & Guilds.**

To gain accreditation you will be required to successfully complete an exam assessment.

## Delivery

**Location:** Get Set UK office **Duration:** 4 weeks

**Delivery:** Face-to-face in groups **Format:** Test

**TheLightBulb Limited**

Edison House, 2-3 Paycocke Road, Basildon, Essex, SS14 3DP

**Tel:**01268 270648 | **Email:**skillsforwork@thelightbulb.net | **Web:**www.thelightbulb.net

**MAYOR OF LONDON**