



# Unitisation of Qualifications

## Why change the qualifications?

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- To increase customer satisfaction
  - response to feedback
- In readiness for developing UK credit frameworks
- Simpler for centres to operate with consistent requirements across the qualifications

## Features and benefits of unitisation

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- Increased flexibility to meet learner and employer needs
- Bite-sized chunks (unit credits and nested qualifications)
- Transferability within easily understood framework
- Simpler operation, consistent across all qualifications
- Improved assessment strategy, with more choice
- Improvements with stability for centres

## Unitisation - in a nutshell

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- Qualifications BUILT UP by combining a number of units, according to agreed/appropriate **'rules of combination'**
- Each unit will be assigned a **'level'**  
(reflecting its **complexity**)
- Each unit will be assigned a **'credit'** value,  
(reflecting **volume** of study required)

# Credit value calculation

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- A credit value is assigned to each unit
- **One credit** is assigned for every **ten notional learning hours** required to complete the unit
- **Notional learning time**  
is defined as ‘the average time it would take a learner to complete the unit, including time for independent study, work-based learning, practical work and assessment’
- **Guided learning hours**  
as used now, are the direct contact hours experienced by the learner, though can include distance learning where specifically directed by the tutor/trainer, but not private study nor assessment



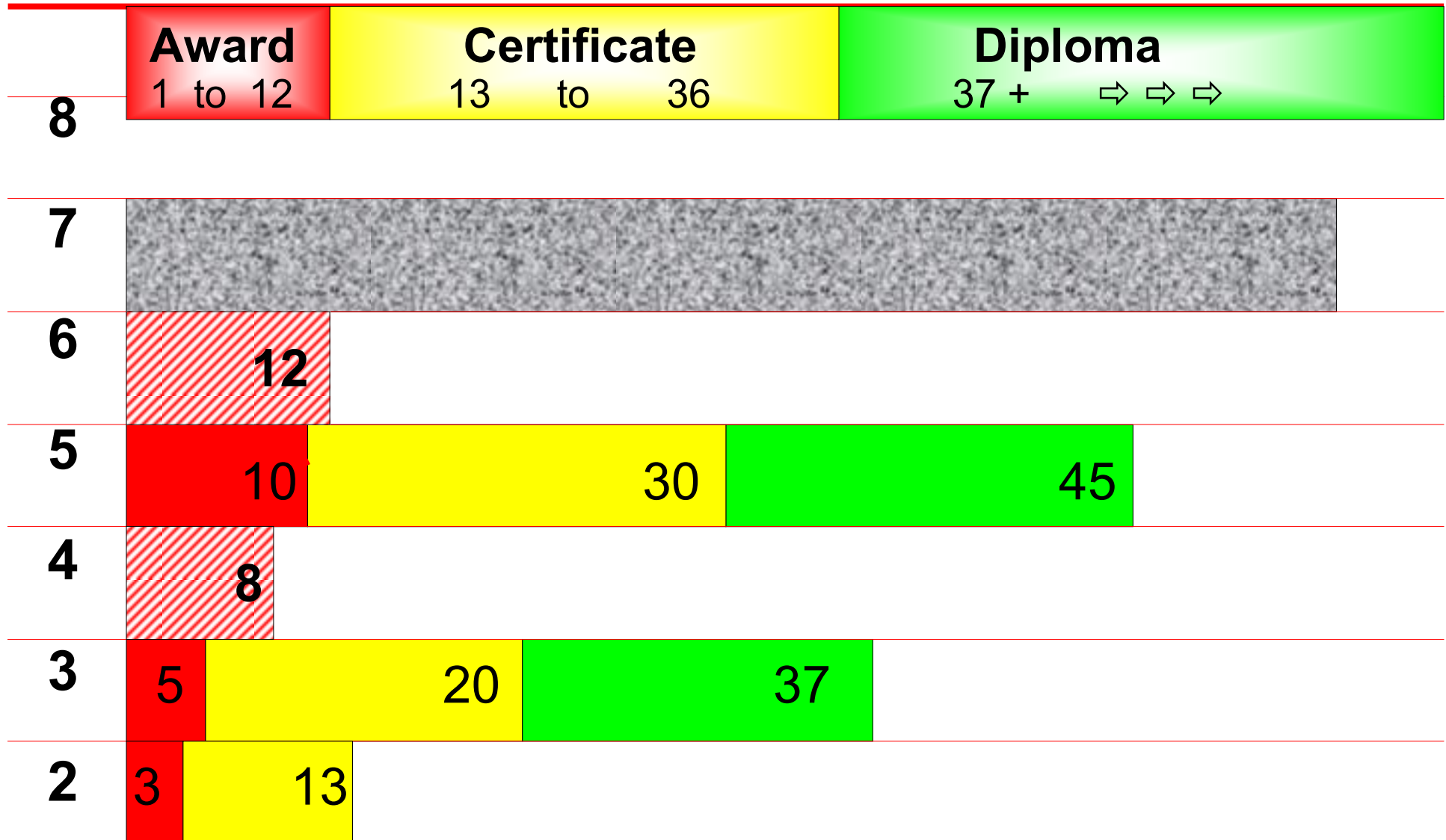
## Important note on credit values!

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- We cannot indicate 'official' credit values until the credit frameworks have been finalised
- So, current references are **'ILM notional credit values'**
- Concept accepted by QCA
- ILM experience with SQA (Scotland) and DELLS★ (Wales)
- ILM is now a recognised credit rating authority for DELLS – units at Levels 2-5 are now formally recognised on Credit & Qualification Framework for Wales (CQFW)



# Management VRQs by Level



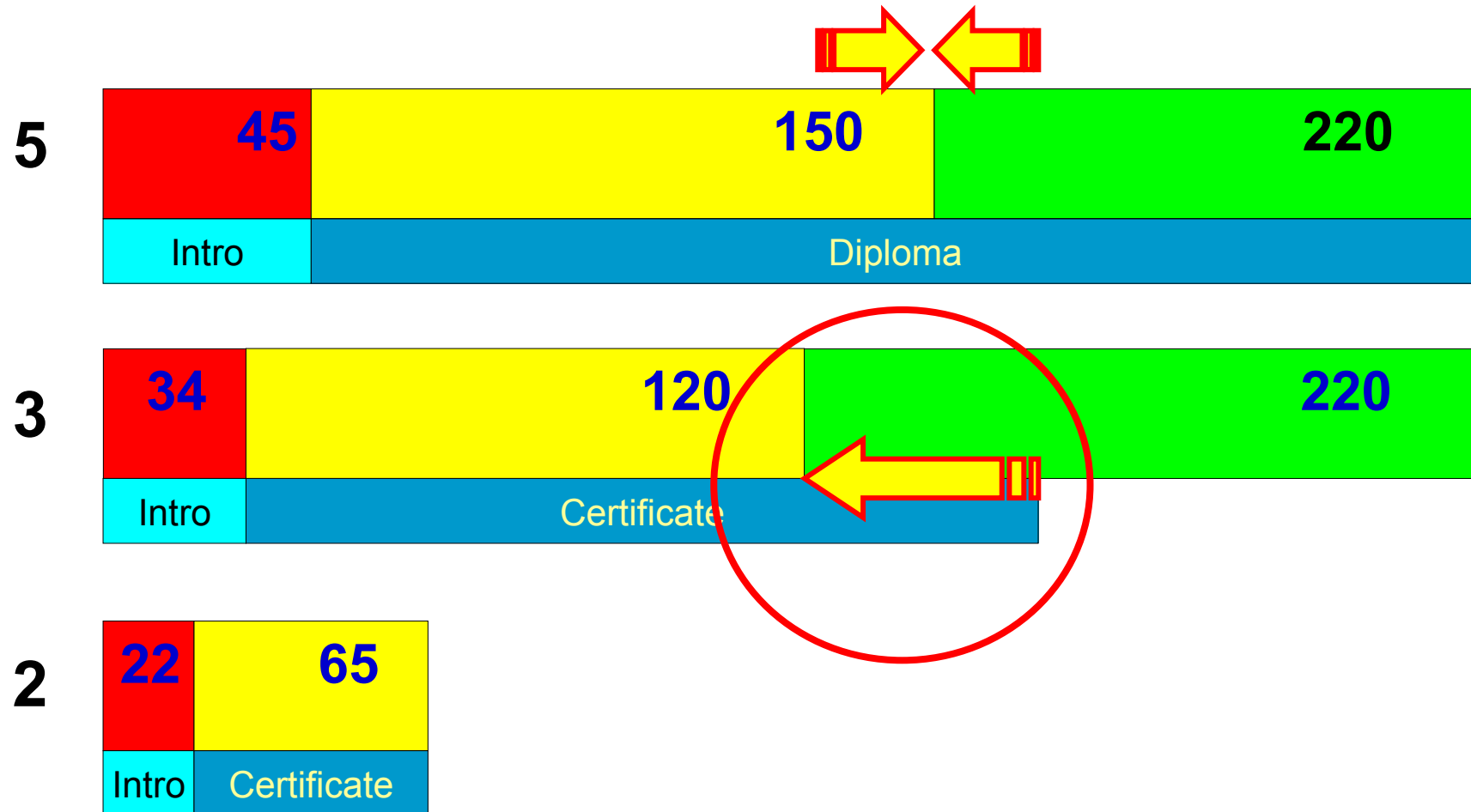
# Funding

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- Funding still based on guided learning hours
- Each unit assigned a range of glh – (midpoint taken for funding purposes)
- Essential to provide specified minimum total glh for each qualification – which includes induction and tutorial
- Simple addition of unit glh midpoints MAY appear less, but centre **MUST** provide total minimum glh
- No direct glh conversion to nlt (*level and nature of topic*)

# Guided Learning Hours

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# Management VRQs by Level



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Finding your way through the new format . . .



. . . using Level 3  
First Line Management  
qualifications

## ILM unit numbering

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- M2.01 – M2.22            units available for Level 2
- M3.01 – M3.35            units available for Level 3
- M4.01 – M4.02            units available for Level 4 (& L5)
- M5.01 – M5.28            units available for Level 5
- . . . and so on
  
- *NB the following units are at Level 4:*  
    *M5.09, M5.14, M5.16, M5.19, M5.21 & M5.25*
  
- *NB the following unit is at Level 6:*  
    *M5.24*

## An example of unitisation at Level 3

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There are 35 units available M3.01 – M3.35

- Some units are 1 credit
- Some units are 2 credits
- Some units are 3 credits

Total '*available*' credits = 54

## Building a qualification – Level 3

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- **Qualifications** are made up of a combination of units, with a specified total credit value
- Qualifications **MUST** have minimum specified **glh**
- Some units are **mandatory**
- **Most** units are **optional**

## Building an Award – Level 3

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- Level 3 Award needs 5 credits
- ONE unit is mandatory : M3.01
- M3.01 is a 2 credit unit
- 3 more credits are needed to make an AWARD
- This could be 3 x 1 credit units
- *or* even a single 3 credit unit
- *or* any combination

## Award → Certificate – Level 3

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- Level 3 Certificate needs 15 more credits  
(= 20 in total)
- FOUR units are mandatory  
M3.01 : M3.02 : M3.03 : M3.04
- 11 more credits are needed

## Certificate → Diploma – Level 3

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- Level 3 Diploma needs 17 more credits (= 37 in total)
- NINE units are mandatory  
*M3.01 : M3.02 : M3.03 : M3.04*  
*M3.05 : M3.06 : M3.07 : M3.08 M3.09*
- 20 more credits are needed
- There are another 17 credits available as alternative options

# Assessment – mandatory units



## Award

<b>WBA</b>	M3.18	M3.21
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## Certificate

	M3.13	M3.25
<b>CMR</b>	M3.19	M3.32
★	M3.17	
<b>WBA</b>	M3.18	M3.21

★ Change Management Report

## Diploma

M3.10		
Pres'n		M3.23
Innovation	M3.15	M3.20
Project	M3.11	M3.12
	M3.13	M3.25
<b>CMR</b>	M3.19	M3.32
★	M3.17	
<b>WBA</b>	M3.18	M3.21

# Assessment – option units



- Option units can be assessed individually
- *or* as combined assessments

## Diploma

M3.10			
Pres'n		M3.23	
Innovation Project	M3.15	M3.20	
	M3.11	M3.12	
	M3.13	M3.25	
CMR★	M3.19	M3.32	
	M3.17		
WBA	M3.18	M3.21	

# Recognising achievement



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- Candidates can be awarded certificates of unit credit
  - They will need to complete unit assessment for each one (*or for combined units*)
  - Once they have enough units they may claim a qualification...
  - **But** they must complete the **MANDATORY** assessment

## An example of unitisation at Level 2

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There are 22 units available M2.01 – M2.22

- Some units are 1 credit
- Some units are 2 credits
- One unit is 3 credits

Total '*available*' credits = 31

## Building a qualification – Level 2

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- Level 2 Award needs 3 credits
- ONE unit is mandatory : M2.01
- M2.01 is a 1 credit unit
- This will be assessed by Reflective Review
- TWO further credits are needed

## Award → Certificate – Level 2



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- Level 2 Certificate needs 10 more credits (=13 in total)
  - THREE units are mandatory : M2.01 : M2.02 : M2.03
  - M2.02 + M2.03 will be assessed by Mini-project
  - 9 more credits are needed
  - There are 18 more credits available

# Freedom and flexibility

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- Current Introductory qualifications have breadth, with little depth – but have constraints on choice
- New Awards will tend to be more thematic; with freer choice of topics - same depth as Certificate and Diploma
- Certificates/Diplomas more flexible; less mandatory  
*(eg L2 was 60%, now 30%; L3 was 60% now 35%)*
- Expectation is that Certificates of Unit Credit will become more popular than they are now, and *may* replace some Endorsed programmes

# Minimum credits and guided learning hours

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- A qualification programme **MUST** deliver at least the specified **minimum** number of
  - **credits**
  - **guided learning hours**
  - **hours for induction and tutorial support**
- Remaining hours are to deliver the units; no need to *slavishly* follow the glh midpoints – for guidance only
- ALL credits achieved will be listed on transcript accompanying the ‘certificate’

# Individual Units and Qualifications

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- **UNITS can stand alone** *OR*  
be part of a qualification
- Candidates can accumulate units
- They may (or may not) 'trade in' units  
to gain a qualification

# Management and Leadership Qualifications



- Level 2 S/NVQ in Team Leading
- Levels 3, 4 and 5 S/NVQ in Management
- Level 2 Award + Certificate in Team Leading
- Level 3 Award, Certificate + Diploma in First Line Management
- Level 4 Award in Management
- Level 5 Award, Certificate + Diploma in Management
- Level 6 Award in Management
- Level 7 Award, Certificate + Diploma in Executive Management
- Level 3 Award + Certificate in Leadership
- Level 4 Award in Leadership
- Level 5 Award + Certificate in Leadership
- Level 7 Award, Certificate + Diploma in Strategic Leadership
- Level 3 Diploma in Leadership & Management
- Level 5 Diploma in Leadership & Management
- Level 3 Diploma in Strategic Leadership & Executive Management
- Coaching & Mentoring
- Business & Enterprise
- International Qualifications
- Specialist Qualifications