

# Qualification factsheet

## Qualification overview

<b>Qualification title</b>	NCFE Level 1 Certificate in Essential English in Everyday Life		
<b>Qualification number (QN)</b>	610/0675/0		
<b>Total qualification time (TQT)</b>	140	<b>Guided learning hours (GLH)</b>	140
<b>Entry requirements</b>	There are no specific prior skills/knowledge a learner must have for this qualification. However, learners may find it helpful if they have already achieved an entry level 3 qualification in English.		

## About this qualification

This qualification is part of a suite designed to provide learners with essential knowledge and skills in English. Learners will develop their skills in:

- speaking, listening and communication
- reading
- writing

The qualification has been designed to map to the subject content for Functional Skills but splits the learning into smaller units and is assessed by a portfolio of evidence, so that it provides learners with skills that can be used in their everyday life or support them to progress on to a level 1 qualification in Functional Skills or a GCSE in English.

## Qualification structure

To be awarded this qualification, learners are required to successfully achieve 7 mandatory units.

### Mandatory units

Unit 01 Listening, understanding and responding to others (T/650/1940)
Unit 02 Communicating with others (Y/650/1941)
Unit 03 Participating in discussions (A/650/1942)
Unit 04 Introduction to knowledge and application of punctuation, grammar and spelling (D/650/1943)
Unit 05 Composing texts (F/650/1944)
Unit 06 Interpreting straightforward functional texts (H/650/1945)
Unit 07 Introduction to understanding prose writing and poetry (J/650/1946)

## Assessment

The qualification is achieved through a learner produced portfolio of evidence which is internally assessed, and quality assured by centre staff and externally quality assured by NCFE

We are in the process of creating a workbook that contains some sample tasks for this qualification, which can be found on the qualification page on the NCFE website. These tasks are not mandatory. You



can contextualise these tasks to suit the needs of your learners to help them build up their portfolio of evidence. The tasks have been designed to cover learning outcomes for all units and provide opportunities for stretch and challenge.

## **Progression opportunities**

Learners who achieve this qualification could progress to the following:

- NCFE Level 2 Certificate in Essential English in Everyday Life (610/0676/2)
- NCFE Level 1 Functional Skills Qualification in English (603/5058/1)
- GCSE in English
- apprenticeships
- vocational qualifications



## Contact us

NCFE  
Q6  
Quorum Park  
Benton Lane  
Newcastle upon Tyne  
NE12 8BT

Tel: 0191 239 8000\*  
Fax: 0191 239 8001  
Email: [customersupport@ncfe.org.uk](mailto:customersupport@ncfe.org.uk)  
Website: [www.ncfe.org.uk](http://www.ncfe.org.uk)

**NCFE © Copyright 2022 All rights reserved worldwide.**

v1.0 August 2022

Information in this qualification factsheet is correct at the time of publishing but may be subject to change.

NCFE is a registered charity (Registered Charity No. 1034808) and a company limited by guarantee (Company No. 2896700).

CACHE; Council for Awards in Care, Health and Education; and NNEB are registered trademarks owned by NCFE.

All the material in this publication is protected by copyright.

***\* To continue to improve our levels of customer service, telephone calls may be recorded for training and quality purposes.***