



Developing e-Learning Lessons

SCQF level 8

Unit Code: FA53 35

Who is this qualification for?

This Unit has been primarily designed for the continuing professional development (CPD) of teachers involved in the teaching, coaching and mentoring of learners, which may include formal and informal learning.

The PDA may also be attractive to tutors, trainers and other staff who are involved in the delivery of learning in other areas, including further education, community and voluntary learning and private training providers.

The qualification Outcomes are:

- 1 Identify the requirements for creating e-learning lessons for learners
- 2 Develop and plan two e-learning lessons to meet a set of subject specific curriculum objectives

Understanding and applying skills in these Outcomes is important because they help you work effectively in your learning and teaching role and also prepare you to use e-learning resources in the delivery of learning, teaching and assessment.

What should I know or be able to do before I start?

You would normally be expected to be working towards or have completed a teaching qualification, a Professional Development Award for teaching or a professional training qualification or have some knowledge and experience of learning, teaching and assessment. Candidates should have competence of information technology at SCQF level 5 or higher.

What do I need to do?

You need to be able to demonstrate your competence as a deliverer of learning, when planning learning lessons to groups of learners.

Candidates undertaking this Unit will be provided with opportunities to develop and practice their skills in utilising ICT and e-learning resources effectively in a learning environment.

How do I get this Unit?

This Unit will be assessed by written/oral evidence. The candidate is required to use e-learning resources and materials to create interactive e-learning lessons with learners using e-resources.

You will be asked to provide a portfolio of evidence covering the two Outcomes. The evidence submitted in the portfolio should be based on the candidate's actual work in a learning environment with learners.

There must be arrangements in place to ensure the authenticity of the work provided. Simulation is not permitted in this Unit.

What might this involve?

Each approved centre operates slightly differently. They may ask you to attend a training course and/or a one-to-one tutorial.

There may also be some self-study to undertake prior to the commencement of your assessment. Some individual course work will be required specifically in relation to developing a portfolio of evidence.

What qualifications can I do next?

This particular Unit is part of a Professional Development Award (PDA) in Technology Enhanced Learning and Teaching. The content of this Unit is based on:

- ◆ The National Occupational Standards for Learning Delivery for Teachers, Tutor and Trainers
http://www.lluk.org/documents/professional_standards_for_itts_020107.pdf
- ◆ The Learning and Skills e-Learning Framework <http://www.LSNeducation.org.uk>
- ◆ The Framework for Professional Recognition (2007) and the Standard for Chartered Teacher (2009)
<http://www.gtcs.org.uk/ProfessionalDevelopment/ProfessionalDevelopment.aspx>

Your tutor can advise you about the other Units in this PDA and other qualification options or alternatively visit SQA's web page: www.sqa.org.uk.

Guidance for tutors

The information included in the remainder of this document has been grouped under the following sections:

Section A: Unit specification

Section B: Assessment guidelines for complete Unit

This Unit is supported by a set of support notes which can be obtained separately from the SQA. The support notes contain detailed evidence requirements and assessment guidelines.

Disabled candidates and/or those with additional support needs

The additional support needs of individual learners should be taken into account when planning learning experiences, selecting the most appropriate assessment activity, and considering any reasonable steps which might be necessary to allow the learner to meet the assessment standard. Further advice can be found on our website: www.sqa.org.uk/assessmentarrangements.

Section A — Unit specification

Unit title: **Developing e-Learning Lessons**

This section provides detailed information on the Unit specification requirements covering the two Outcomes.

The sections of the Unit stating the Outcomes, Knowledge and/or Skills, and Evidence Requirements are mandatory.

‘Candidate’ refers to someone who is working towards the achievement of this Unit.

Developing e-Learning Lessons		
Ref	Outcome	Skills and Knowledge
1	Identify the requirements for creating e-learning lessons for learners	<ul style="list-style-type: none"> ◆ Identify a range of e-resources that can be used to develop learning strategies for learners. ◆ Identify opportunities for supporting individual learner’s or groups of learners electronically. ◆ Identify scenarios where e-learning resources could support teaching and learning. ◆ Ensure the e-learning environment complies with copyright and licensing agreements. ◆ Identify technical and other requirements needed to use a small range of e-resources. ◆ Identify any additional support needs required for learners using the e-resources. ◆ Be aware of any organisational policy on health, safety, security and access requirements that may apply to the selected e-resources to ensure the safety of learners.
2	Develop and plan two e-learning lessons to meet a set of subject specific curriculum objectives	<ul style="list-style-type: none"> ◆ Develop selection criteria to review available e-resources against curriculum and lesson requirements. ◆ Identify which e-resources could be utilised to help learners’ establish milestones and review dates and carry out learning objectives. ◆ Identify which e-resources to use to support learners to ensure the learning needs of the learners are appropriate and feasible. ◆ Design and create lesson plans with agreed outcomes, milestones and review dates that utilise e-learning resources.

Section B — Assessment guidelines for complete Unit

Unit title: Developing e-Learning Lessons

The candidate will be expected to submit a fully referenced portfolio of evidence covering the two Outcomes for assessment.

These assessment guidelines have been developed to give advice by identifying where opportunities exist to gather evidence efficiently.

For assessment purposes, the evidence can be divided into two main categories:

- 1 Portfolio evidence produced by the candidate.
- 2 Portfolio evidence produced by the candidate.

Detailed evidence requirements and assessment guidelines are available from the SQA upon request for centres delivering this Unit and those seeking approval to deliver it.



Administrative information

Credit value

1 credit at (SQA level 8) (8 SCQF credit points at SCQF level 8)

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