NOS Reference (Single element)	PROHSS1	PROMP997	PROMP250	PRODPP120	PROMP272	PROMP267	PROMP273	PROMP270	PROMP274	PROMP247	PROMP248	PROMP233	PROMP252	PROMP257	PROMP261	PROMP271	PROMP273	PROMP276	PROMP277	PROMP278	PROMP279	PROMP357	PROMP363
Communication SCQF Level 3																							
Task 1: Read a simple document related to your work	Χ	Χ	Х	Χ	Χ	Χ	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х
Task 2: Produce a document or related documents that convey several pieces of information, opinions, or ideas	х	х	х	х	Х	х	Х	Х	Х	х	Х	х	X	Х	Х	х	Х	Х	Х	х	Х	X	Х
Task 3: Take part in a simple discussion on a topic related to your work	Х	х	Х	х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х
Communication SCQF Level 4																							
Task 1: Read, understand, and evaluate a straightforward document related to your work	х	х	Х	Х	Х	Х	Х	Х	Х	Х	Х	х	Х	х	Х	Х	Х	Х	Х	Х	Х	Х	Х
Task 2: Produce a document or related documents that convey several items of information, opinions, or ideas.	х	х	х	х	Х	x	Х	Х	Х	Х	X	Х	X	Х	Х	х	Х	х	Х	х	x	X	Х
Task 3: Take part in either a straightforward discussion on a topic related to your work	Х	х	Х	Х	Х	Х					Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х
Communication SCQF Level 5																							
Task 1: Read, understand, and evaluate a document related to your work	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	х	Х	Х	Х	Х	X	Х
Task 2: Produce a well-structured document or a collection of related documents that convey several items of information		х	X	x	х	x	x	Х	х	х	х	х	X	Х	X	x	х	х	х	х	х	X	Х
Task 3: make a substantial contribution to a discussion on a topic related to your work	Х	Х	Х	Х	Х	Х	Х	Х	Х	х	Х	Х	Х	Х	Х	х	х	Х	Х	х	х	Х	Х
Communication SCQF Level 6																							
Task 1: Read, understand, and evaluate a complex document related to your work																							
Task 2: Produce a well-structured document or a collection of related documents that convey several items of complex information																							
Task 3: make a substantial contribution to a discussion on a complex topic related to your work																							
Numeracy SCQF Level 3																							

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Task 1: Carry out a variety of simple number tasks related to																							
your work that involve calculations requiring one or two steps		Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х
Task 2: Read and use a simple scale on a graph or a familiar																							
measuring instrument		Χ	Χ	Х	Х	Χ	Χ	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х	Χ	Χ
Task 3: Use graphical format to find out information		Χ	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ
Task 4: Use graphical format to communicate information		Х	Х	Х	Х	Х	х	Х	Х	х	Х	Х	Х	Х	Х	Х	Х	Х	х	Х	х	Х	Х
Numeracy SCQF Level 4																							
Task 1: Carry out a variety of straightforward number tasks																							
related to your work that involve calculations requiring a																							
minimum of two step		Χ	Χ	Χ	Χ	Χ	Х	Х	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Х	Χ	Х	Χ	Χ	Χ	Χ
Task 2: Read and use a straightforward scale either on an																							
instrument such as a ruler or on a graph		Χ	Χ	Χ	Χ	Χ	Х	Х	Х	Х	Х	Χ	Χ	Χ	Χ	Χ	Х	Χ	Х	Χ	Х	Χ	Χ
Task 3: Use graphical format to find out information		Χ	Χ	Χ	Χ	Χ	Х	Χ	Χ	Χ	Χ	Χ	Х	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х
Task 4: Use graphical format to communicate information		Х	Х	Х	Х	Х	х	Х	Х	х	Х	Х	Х	Х	Х	х	х	х	х	Х	х	Х	Х
Numeracy SCQF Level 5																							
Task 1: Apply a wide range of numerical skills to solve work-																							
related problems.					Х	Χ	Х	Х	Х	Х	Х	Χ				Χ	Х	Χ	Х	Χ	Х		
Task 2: Use graphical format to find out information					Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ				Χ	Χ	Χ	Χ	Χ	Χ		
Task 3: Use graphical format to communicate information					Х	Х	х	Х	Х	Х	Х	Х				х	Х	х	х	Х	х		
Numeracy SCQF Level 6																							
Task 1: Apply a wide range of numerical and statistical skills to																							
solve complex work-related problems																							
Task 2: Use graphical format to find out information																							
Task 3: Use graphical format to communicate information																							
ICT SCQF Level 3																							
Task 1: Carry out ICT activities related to your work that																							
involve simple operations		Χ	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х	Χ	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х
Task 2: Carry out simple ICT activities related to your work			I																				
that involve using menu-based applications software.																		l.,	l.,			,	
	Ь—	Χ	Χ	Х	Χ	Χ	Х	Х	Χ	Х	Х	Χ	Χ	Х	Χ	Χ	Χ	Х	Х	Χ	Х	Х	Х
Task 3: Use ICT to find information relevant to your work		х	х	х	Х	Х	Х	Х	Х	Х	Х	х	х	х	х	Х	Х	Х	Х	Х	Х	х	х

Task 4: Keeping information safe		Χ	Χ	Χ	Χ	Х	Х	Х	Х	Х	Х	Χ	Χ	Χ	Χ	Х	Х	Х	Х	Χ	Χ	Χ	Х
ICT SCQF Level 4																							
Task 1: Carry out ICT activities related to your work that involve straightforward operations.		Х	Х	Х	Х	х	х	х	х	Х	Х	Х	Х	Х	Х	х	х	х	х	х	х	Х	х
Task 2: Carry out a range of straightforward ICT activities related to your work that involve familiar application software		х	х	х	х	х	х	х	х	х	х	х	х	х	х	х	х	х	х	х	х	х	х
Task 3: Use ICT to find information relevant to your work.		Х	Х	Х	Х	Х	х	Х	х	Х	Х	Х	Х	Х	Х	х	Х	х	х	Х	Х	Х	Х
Task 4: Demonstrate safe practice in using ICT to handle information		Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х
ICT SCQF Level 5																							
Task 1: Carry out ICT activities related to your work.		Х	Х	Χ	Х	Χ	Χ	Х	Χ	Х	Χ	Х	Χ	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ
Task 2: Carry out a range of non-routine ICT activities related to your work that involve application software.		Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	х	Х	Х	Х	Х	х
Task 3: Find information in different formats from a range of local or remote data sources		Х	х	Х	Х	Х	Х				Х	Х	Х		Х	Х	Х	Х	Х	Х	Х	Х	Х
Task 4: Demonstrate safe practice in using ICT to handle information		Х	Х	Х	Х	Х	Х	х	х	Х	Х	Х	Х	Х	Х	Х	Х	Х	х	Х	Х	х	Х
ICT SCQF Level 6																							
Task 1: resolve common hardware and software problems and present information in a suitable way that is helpful to others		Х	Х	х	х	Х	х	x	Х	х	Х	Х	Х	Х	х	х	Х	х	Х	Х	х	x	X
Task 2: Carry out a range of complex ICT activities related to your work that involve application software.		х	х	Х	Х	Х	Х	Х	Х	Х	Х	Х	х	Х	х	Х	Х	Х	Х	Х	Х	Х	х
Task 3: find information in different formats from a range of local or remote data sources		Х	Х	Х	Х	х	х	Х	х	Х	Х	Х	Х	Х	Х	х	х	х	х	Х	х	Х	Х
Task 4: Demonstrate safe practice in using ICT to handle information.		Х	Х	Х	Х	Х	х	Х	Х	Х	Х	Х	Х	Χ	Х	х	х	х	Х	Х	Х	Х	Χ
Problem Solving SCQF Level 3																							
Task 1: Investigate reasons why a simple problem related to your work has arisen	Х	Х	Х	Х	Х	Х	Х	Х	х	Х	Х	Х	Х	Х	Х	Х	Х	х	х	Х	Х	Х	х
Task 2: Plan, organise, and carry out a simple activity to deal with the problem	х	Х	Х	Х	Х	Х	Х	х	х	Х	Х	Х	Х	Х	Х	х	х	Х	х	х	х	Х	Х
Task 3: Check how well your approach to the problem-solving activity worked in practice	х	Х	Х	Х	Х	х	х	Х	х	х	Х	Х	Х	Х	Х	х	х	х	х	х	х	Х	Х
Problem Solving SCQF Level 4																							

	_	_	_	1	1	,	1	_	1	1		1			T	1	1	1	_	1	1	1	
Task 1: Investigate reasons why a straightforward problem		l.,	l.,	l.,	l.,	.,	l.,	ļ.,	l.,	l.,	.,	.,	l.,	l.,	ļ.,	.,	l.,	.,	ļ.,	l.,	l.,	.,	.,
related to your work has arisen.	Х	Х	Х	Χ	Χ	Χ	Х	Χ	Χ	Χ	Χ	Х	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х	Х
Task 2: Plan, organise, and carry out a straightforward activity		l.,	l.,	l.,	l.,	.,	l.,	ļ.,	l.,	l.,	.,	.,	l.,	l.,	ļ.,	.,	l.,	.,	ļ.,	l.,	l.,	.,	l.,
to deal with the problem	Х	Х	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х
Task 3: Check how well your approach to the problem-solving			l.,	l.,			l.,						l.,			l.,	l.,	l		l.,			
activity worked in practice	Х	Х	Х	Χ	Х	Х	Х	Х	Х	Χ	Χ	Х	Х	Х	Х	Χ	Χ	Χ	Х	Χ	Χ	Х	Х
Problem Solving SCQF Level 5																							
Task 1: Investigate and analyse why a non-routine problem in																							
your workplace has arisen.	Х	Χ	Χ	Χ	Χ	Χ	Х	Х	Χ	Χ	Χ	Χ	Х	Х	Х	Χ	Х	Χ	Χ	Χ	Χ	Χ	Х
Task 2: Plan, organise, and carry out your suggested approach	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	х	х	X	х	Х	Х	Х	Х	Х	Х	х
Task 3: Check how well your approach to the problem-solving																							1
activity worked in practice	Х	Χ	Х	Х	Х	Х	Χ	Х	Х	Х	Х	Χ	Х	Χ	Χ	Χ	Х	Χ	Х	Х	Χ	Х	Χ
Problem Solving SCQF Level 6																							
Task 1: Investigate and analyse a complex problem related to																							
your work.																							
Task 2: Plan, organise, and carry out your suggested approach																							
Task 3: Check how well your approach to the problem-solving																							1
activity worked in practice																							
Working with Others SCQF Level 3																							
Task 1: Work co-operatively with at least one other person																							
who may be a colleague, client or customer to achieve a																							
common goal.	Х	Χ	Χ	Х	Х	Х	Х	Х	Х	Х	Х	Χ	Х	Х	Χ	Х	Х	Х	Х	Х	Χ	Х	Х
Task 2: Checking and evaluating. Check how well you																							1
contributed to the co-operative activity and/or activities																							
, , ,																							
	Х	Χ	Х	Х	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Χ	Х	Χ
Working with Others SCQF level 4																							
Task 1: Work co-operatively with others. Work co-operatively																							
with at least one other person who may be a colleague, client		1						1	1														
or customer to achieve a common goal.																							
or customer to acmeve a common goal.	Х	Χ	Χ	Χ	Χ	Χ	Х	Χ	Х	Χ	Χ	Χ	Х	Х	Χ	Χ	Χ	Χ	Х	Χ	Χ	Χ	Х
Task 2: Checking and evaluating. Check how well you		1							1														
contributed to the co-operative activity and/or activities	<u> </u>		,			,			,		,			,	,						,	,	
	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х
Working with Others SCQF level 5																							

Task 1: Work co-operatively with at least one other person																		,
who may be a colleague, client or customer to achieve a																		
common goal. (non-routine)			Х	Χ	Χ	Χ	Χ	Χ	Х	Χ		Χ	Χ	Χ	Χ	Χ	Χ	
Task 2: Checking and evaluating. Check how well you and																		
others involved contributed to the co-operative activity																		
and/or activities.			Х	Χ	Χ	Χ	Χ	Χ	Х	Χ		Χ	Χ	Χ	Χ	Χ	Χ	
Working with Others SCQF level 6																		
Task 1: Work co-operatively with at least one other person																		
who may be a colleague ,client or customer to achieve a																		
common goal.																		
Task 2: Checking and evaluating. Check how well you and																		
others involved contributed to the co-operative activity																		
and/or activities.																		