



## **Group Award Specification for:**

**National Progression Award (NPA)  
in Mobile Technology**

**at SCQF level 4**

**Group Award Code: GF6V 44**

**National Progression Award (NPA)  
in Mobile Technology**

**at SCQF level 5**

**Group Award Code: GG0K 45**

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## **Acknowledgement**

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of National Qualification Group Awards.

## History of changes

It is anticipated that changes will take place during the life of the qualification, and this section will record these changes. This document is the latest version and incorporates the changes summarised below.

Version number	Description	Date
02	References to NPA Mobile Technology at SCQF Level 6 removed.	20/06/17

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# 1 Introduction

This is the Group Award Specification for the National Progression Awards (NPA) in Mobile Technology at SCQF levels 4 and 5, which were validated in October 2012. Initially, this qualification was also available at SCQF level 6, but due to low uptake, level 6 was withdrawn in June 2017. This document includes: background information on the development of the Group Awards, their aims, guidance on access, details of the Group Award structures, and guidance on delivery (all references to Level 6 have been removed).

The NPAs have been developed under the Design Principles for National Progression Awards.

The NPAs enhance the curricular provision of mobile technology within the disciplines of computing, information technology, business and other vocational areas. The awards engage candidates through a hands-on approach, facilitating experiential learning through both delivery and assessment. The assessment methods are designed to challenge the abilities of learners and allow achievement to be recognised and measured.

The awards can be used to meet the vocational needs of those already in employment in a range of industries, seeking to enhance their employability and pursue opportunities within their existing area.

# 2 Rationale for the development of the Group Awards

The use of mobile technology has had a profound change on society over the past decade and this change is continuing with the creation of new and innovative applications for mobile devices. Mobile technology is dynamic and new developments in hardware and software are coming into the marketplace at a fast pace. The challenge for individuals and education is to try and keep up with the rapid pace of change.

Following a perceived gap in the specialist provision at SCQF levels 4, 5 and 6, information was pulled together from various sources including the Sector Skills Council and Scotland's Digital Future: A Strategy for Scotland. As a result, a Qualification Design Team (QDT) was formed and the first draft of each award structure emerged. The frameworks were developed to meet the demands of individuals and industry by QDT members from the Further Education sector. Primary research was carried out through surveying delivering centres in Scotland, universities, representatives from SQA, representatives from industry and students.

Market research and analysis identified that the proposed awards would provide existing and new markets with opportunities to:

- ◆ Widen participation.
- ◆ Provide a range of transferable skills.
- ◆ Provide for 16–24 age group recruitment targets.
- ◆ Offer retraining opportunities for adult returners.
- ◆ Engage employers.
- ◆ Integrate with different disciplines.

Mobile Technology Courses and Units are now appearing at degree level, eg the University of Glasgow offers Mobile and Ubiquitous Systems (Msc) and the University of Central Lancashire offers an ordinary degree in Mobile Interactive Technology. The proposal to develop new qualifications at SCQF levels 4, 5 and 6 was seen as providing an entry point and route of

progression in this curricular area. Since June 2017, this qualification is only available at SCQF Levels 4 and 5.

### **3 Aims of the Group Awards**

#### **3.1 Principal aims of the Group Awards**

- ◆ The principal aims of the NPA at SCQF level 4 are:
  - to develop basic skills through practical experience
  - to build confidence in the use of mobile technologies at a basic level
  - to develop awareness of developments in mobile technology
  - to allow candidates to practise a range of simple tasks using mobile devices
  - to provide knowledge of different categories of mobile applications
  - to allow candidates to use a range of preinstalled applications for mobile devices
  - to allow candidates to download third party applications onto mobile devices
  - to allow candidates to configure applications related to mobile devices
  
- ◆ The principal aims of the NPA at SCQF level 5 are:
  - to develop knowledge of mobile technologies
  - to develop specific skills related to mobile technology hardware and software
  - to develop practical skills related to mobile technology developments
  - to develop awareness of current and future trends in mobile technology
  - to develop an understanding of device connectivity to connect, configure and troubleshoot mobile devices
  - to develop knowledge of design considerations of web pages for mobile devices
  - to develop knowledge of the principles of mobile application development and design, testing and implementation
  - to prepare for progression to further qualifications at a higher level

## 3.2 General aims of the Group Awards

The general aims of the NPAs at SCQF levels 4 and 5 are to:

- ◆ Provide award structures which are sufficiently flexible to allow for different modes of delivery and target groups.
- ◆ Provide candidates, through the use of optional Units, with opportunities to expand their skills and knowledge in other related disciplines.
- ◆ Develop generic transferable skills.
- ◆ Allow candidates to see progression and achievement timeously.
- ◆ Encourage candidates to take charge of their own learning and development.

## 3.3 Target groups

The Group Awards will provide existing and new markets with opportunities to:

- ◆ Widen participation
- ◆ Provide a range of transferable skills
- ◆ Provide for 16–24 age group recruitment targets
- ◆ Offer retraining opportunities for adult returners
- ◆ Engage employers
- ◆ Develop and integrate the awards into different disciplines

## 3.4 Employment opportunities

Candidates completing these Group Awards will gain skills suitable for entry level employment in a wide range of ICT based fields including mobile technology, multimedia, computing and business.

# 4 Access to the Group Awards

## 4.1 Access to the NPA in Mobile Technology at SCQF level 4

While entry is at the discretion of the centre, it is recommended that candidates possess any appropriate qualifications at SCQF level 3, an interest in using mobile technology or some basic experience of using Information Technology (IT). Recommended entry levels of Core Skills, are given below for guidance purposes:

- |  |              |
|--|--------------|
| ◆ Communication                            | SCQF level 3 |
| ◆ Information and Communication Technology | SCQF level 3 |
| ◆ Numeracy                                 | SCQF level 3 |
| ◆ Problem Solving                          | SCQF level 3 |
| ◆ Working with Others                      | SCQF level 3 |

## 4.2 Access to the NPA in Mobile Technology at SCQF level 5

While entry is at the discretion of the centre, it is recommended that candidates possess the NPA in Mobile Technology at SCQF level 4 or any other appropriate qualifications at SCQF level 4. An interest in using mobile technology and experience of IT would be beneficial. Recommended entry levels of Core Skills, are given below for guidance purposes:

- ◆ Communication SCQF level 4
- ◆ Information and Communication Technology SCQF level 4
- ◆ Numeracy SCQF level 4
- ◆ Problem Solving SCQF level 4
- ◆ Working with Others SCQF level 4

## 4.3 Alternative arrangements

For each NPA, the presenting centre may operate alternative access arrangements in cases where the candidate has the required competences in a given area. These arrangements are as follows:

- ◆ Assessment on demand
- ◆ Credit transfer
- ◆ Accreditation of prior learning

# 5 Group Award structures

## 5.1 Framework

### NPA in Mobile Technology at SCQF level 4 (GF6V 44)

A total of 2 SQA credits (12 SCQF credit points) at SCQF level 4 are required to gain the NPA.

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
<b>Mandatory Units</b>				
Mobile Technology Systems	H1T0 10	6	4	1
Mobile Technologies: Mobile Applications	H1SY 10	6	4	1

### NPA in Mobile Technology at SCQF level 5 (GG0K 45)

A total of 4 SQA credits (24 SCQF credit points) at SCQF level 5 are required to gain the NPA. Three credits are required from the mandatory Units and 1 from the optional Units.

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
<b>Mandatory Units</b>				
Mobile Technology Systems	H1T1 11	6	5	1
Mobile Technology: Device	H2P7 11	6	5	1

Connectivity				
Mobile Technology and Personal Computer Applications	H2P2 11	6	5	1
<b>Optional Units</b>				
Mobile Technology: Web Page Creation	H1T2 11	6	5	1
Programming for Mobile Devices	H2P5 11	6	5	1

## 5.2 Mapping information

The Group Awards have been mapped to the National Occupational Standards for IT Users created by e-skills in Appendix 1. In Appendix 2 the Group Awards have been mapped to the Core Skills framework.

## 5.3 Articulation, professional recognition and credit transfer

The NPAs will help prepare candidates for employment and will enhance job opportunities for those already in employment. Appendix 3 shows one possible progression route from the NPA Mobile Technology at SCQF level 4. The NPAs are designed in order that the candidates can progress from SCQF level 4 to level 5.

## **5.4 Conditions of Award**

### **5.4.1 NPA in Mobile Technology at SCQF level 4**

Candidates will be awarded the NPA in Mobile Technology at SCQF level 4 on completion of both mandatory Units (12 SCQF credit points), at SCQF level 4.

### **5.4.2 NPA in Mobile Technology at SCQF level 5**

Candidates will be awarded the NPA in Mobile Technology at SCQF level 5 on completion of three mandatory Units (18 SCQF credit points) and one optional Unit (6 SCQF credit points), all at SCQF level 5.

## **5.5 Core Skills**

Opportunities to develop aspects of Core Skills within each of the Group Awards are identified in Appendix 2. Progress in development will be dependent on the delivery centre resources and the approaches to learning and teaching. For example, in Mobile Technology Systems at SCQF level 5, with some group reflection in the approaches to learning and teaching, the practical activities of sending e-mails and transferring files could develop the Core Skill of *Working with Others*.

Within the Unit *Mobile Technology and Personal Computer Applications* (H2P2 11), the Core Skill of *Information and Communication Technology* (ICT) at SCQF level 5 and the *Numeracy* component Using Graphical Information at SCQF level 5 are embedded. This means that on successful completion, candidates will be automatically certificated for these in addition to the Unit itself.

## **5.6 National Occupational Standards**

Content of the NPAs in Mobile Technology is broadly aligned to National Occupational Standards for IT Users V3 from the Sector Skill Council e-skills UK. This is to help ensure that candidates are provided with the required knowledge and skills for employment in the workplace (see Appendix 1).

## **5.7 Articulation**

The NPAs will help prepare candidates for employment and will enhance job opportunities for those already in employment. Appendix 3 shows one possible progression route from the NPA Mobile Technology at SCQF level 4.

## **6 Approaches to delivery and assessment**

### **6.1 Content and context**

Mobile technology is a dynamic area and regular new developments in hardware and software come into the marketplace with the creation of new applications and devices. The challenge for education is to try and keep up with the rapid pace of change, which is part of the ethos underpinning these NPAs.

At SCQF level 4, the NPA provides a practical programme enabling candidates to acquire and develop the basic skills and knowledge needed to build confidence in the use of mobile technology for personal and business use.

At SCQF level 5, the NPA develops knowledge and practical skills needed as an introduction to development of mobile technology systems and applications. The optional Units give candidates the opportunity to specialise in specific areas.

The NPA at SCQF level 5 can be integrated into National Certificate programmes where the use of mobile technology is also relevant and appropriate, such as the NC in Mobile Technology at SCQF level 5 (GG0J 45).

The NPAs are designed in order that the candidates can progress from SCQF level 4 to level 5.

### **6.2 Delivery and assessment**

The NPAs facilitate flexible delivery and assessment, which is intended to be of a practical nature wherever possible, reflecting the practical nature of mobile technology. The delivery of Units should occur mainly in a practical environment and allow candidates to build their skills over the timeframe of delivery. The underpinning knowledge within the Units should be contextualised as far as possible in order that candidates can then incorporate the learning into their practical application.

Delivery of the Units within each of the NPAs should not necessarily be done in isolation as Units can relate with the knowledge, skills and experiences developed in others. Therefore, it would be beneficial for a course leader to be identified prior to delivery to ensure that those involved in delivering different areas of the particular NPA communicate with each other about their delivery and timings. This approach will enable a coherent and best value experience for the candidates who will be able to understand the links between the Units, which should be reinforced by all staff involved in the delivery. There are opportunities for integrated learning and assessment across the Units and wherever possible a holistic approach should be taken to the delivery and assessment of the NPAs.

Delivery models will be dependent on centres and their client groups. For example, the NPAs could be offered to part-time candidates working full-time in industry and attending college in the evening. The flexibility of each NPA means that centres can integrate them into National Certificate programmes or deliver them in isolation, eg evening class programmes and other part-time programmes.

### 6.2.1 Sequence of delivery

For the NPAs in Mobile Technology at SCQF level 4 and at SCQF level 5, it is recommended that the Mobile Technology Systems Units are delivered first, to provide underpinning knowledge, although at level 4 both Units on the framework are likely to be delivered concurrently.

### 6.2.2 Integration of assessment

Where possible, centres can integrate delivery and assessment of Units in order to reduce the burden both on candidates in terms of producing work, and on teaching staff in terms of marking. Examples of Units which can be delivered together, with some integration of assessment are:

Mobile Technology Systems (level 5) Mobile Technology: Device Connectivity (level 5)
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Further assessment information is available in individual Unit specifications.

### 6.3 Core Skills

Appendix 2 identifies potential Core Skills development in the NPA Units.

Within the SCQF level 5 Unit, *Mobile Technology and Personal Computer Applications*, embedded certification of the Core Skill of ICT at SCQF level 5 and the Numeracy component Using Graphical Information at SCQF level 5, is confirmed.

## 6.4 Open learning

Although not specifically designed as an online course or open learning programme, the nature of mobile technology lends itself to flexible delivery, e-learning and e-assessment for aspects of each NPA, eg candidates could submit formative or summative assessments via mobile technology devices.

Where e-assessment is used, centres must consider how they will ensure the authentication of candidate evidence. This can be achieved through a variety of methods such as discussion, video or an approved employer or other responsible person who can verify the candidate work.

Where possible, candidates should be able to use their mobile devices and be exposed to other devices which can be supplied by the centre. They should be encouraged to use online manuals and other support mechanisms such as helpdesks. These resources can be used to support candidates in an open learning environment and will encourage independent learning.

## 7 General information for centres

### Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website [www.sqa.org.uk/assessmentarrangements](http://www.sqa.org.uk/assessmentarrangements).

### Internal and external verification

All Instruments of Assessment used within these Group Awards should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* ([www.sqa.org.uk](http://www.sqa.org.uk)).

## 8 General information for candidates

Mobile technology is a dynamic area and regular new developments in hardware and software come into the marketplace with the creation of new applications and devices. The challenge for many is to try and keep up with the rapid pace of change, which the NPAs in Mobile Technology can help you to do.

## 8.1 NPA at SCQF level 4

The NPA in Mobile Technology at SCQF level 4 is designed to enable you to acquire and develop knowledge, understanding and skills for using mobile technology. It will give you the confidence to use the technology and to realise the potential of mobile devices. The two mandatory Units are designed to:

- ◆ give you practical experience using different mobile devices
- ◆ provide you with the opportunity to use operating systems on mobile devices
- ◆ develop your knowledge and skills related to mobile technology
- ◆ provide you with an awareness of different mobile technology applications
- ◆ enable you to customise applications for mobile technology applications
- ◆ prepare you for entry to further qualifications at a higher level

The Units are practical and most of the assessments will take the form of assessor observation checklists or candidate logbooks.

For entry into the NPA in Mobile Technology at SCQF level 4, it would be an advantage to have some experience of using basic information technology, or a lower level qualification.

## 8.2 NPA at SCQF level 5

The NPA in Mobile Technology at SCQF level 5 will equip you with the knowledge and skills to use and develop mobile technology. The NPA contains three mandatory Units with one optional Unit required. It will further develop practical skills using mobile technology with the option to develop skills and knowledge for creation of web pages or programming on mobile devices (options will depend on what is offered at your centre). The three mandatory Units are designed to:

- ◆ give you practical experience of using different mobile devices
- ◆ provide you with the opportunity to use operating systems and applications on mobile devices
- ◆ provide you with a knowledge and understanding of connection methods for mobile devices
- ◆ provide you with an opportunity to troubleshoot connectivity problems with mobile devices
- ◆ investigate future trends in mobile technology
- ◆ prepare you for entry into further qualifications at a higher level

Undertaking this NPA will allow you to develop:

- ◆ employability skills
- ◆ listening skills
- ◆ problem solving skills
- ◆ team working skills
- ◆ adaptability
- ◆ flexibility
- ◆ planning skills

The Units at SCQF level 5 are mostly practical and a range of assessment approaches will include:

- ◆ candidate logbooks
- ◆ evidence of practical work
- ◆ reports
- ◆ short response questions

It would be an advantage for you to have some experience of using IT or a qualification such as the NPA in Mobile Technology at SCQF level 4.

### 8.3 Progression pathways

The NPA in Mobile Technology at SCQF level 4 will provide progression to the NPA in Mobile Technology at SCQF level 5.

An additional qualification which may be of interest is the NC in Mobile Technology at SCQF level 5. Some of its Units are common to the NPA at level 5, and you may feel that after the NPA at SCQF level 5 that it is a suitable qualification to progress to.

Collectively, the NPAs and NC can lead to further study across a range of vocational areas including:

- ◆ computing
- ◆ information technology
- ◆ business
- ◆ administration
- ◆ multimedia

## 9 Glossary of terms

**SCQF:** This stands for the Scottish Credit and Qualification Framework, which is a new way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at [www.scqf.org.uk](http://www.scqf.org.uk)

**SCQF credit points:** One SCQF credit point equates to 10 hours of learning. NQ Units at SCQF levels 2–6 are worth 6 SCQF credit points, NQ Units at level 7 are worth 8 SCQF points.

**SCQF levels:** The SCQF covers 12 levels of learning. National Qualification Group Awards are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

**Dedicated Unit to cover Core Skills:** This is a non-subject Unit that is written to cover one or more particular Core Skills.

**Embedded Core Skills:** This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

**Signposted Core Skills:** This refers to the opportunities to develop a particular Core Skill at a specified level that lie outwith automatic certification.

**Qualification Design Team:** The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the National Certificate/National Progression Award from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

**Consortium-devised National Certificates/National Progression Awards** are those developments or revisions undertaken by a group of centres in partnership with SQA.

## 10 Appendices

Appendix 1: National Occupational Standards

Appendix 2: Core Skills Maps

Appendix 3: Possible Progression Route

## Appendix 1 — National Occupational Standards

### National Occupational Standards for IT Users V3

#### Areas of competence

##### Core

IPU: Improving productivity using IT

##### Using IT systems

IUF: FS IT user fundamentals

SIS: Set up an IT system

OSP: Optimise IT system performance

ITS: IT security for users

##### Using IT to find and exchange information

ICF: FS IT communication fundamentals

INT: Using the internet

UMD: Using mobile IT devices

EML: Using e-mail

PIM: Personal information management software

UCT: Using collaborative technologies

##### Using productivity tools and applications

ISF: FS IT software fundamentals

AV: Audio and Video Software

BS: Bespoke or specialist software

CAS: Computerised accounting software

DB: Database software

DMS: Data management software

DIS: Design and imaging software

DPS: 2D Drawing and planning software

DTP: Desktop Publishing Software

MM: Multimedia software

PS: Presentation software

PM: Project management software

SS: Spreadsheet software

WS: Website software

WP: Word processing software

## Mapping of National Occupational Standards to Units

### National Occupational Standards for IT Users V3

#### NPA in Mobile Technology (SCQF level 4)

Unit title	NOS Titles — Areas of Competence																									
	Core	Using IT Systems				Using IT to find and exchange information						Using productivity tool and applications														
	IPU	IUF: FS	SIS	OSP	ITS	ICF: FS	INT	UMD	EML	PIM	UCT	ISF: FS	AV	BS	CAS	DB	DMS	DIS	DPS	DTP	MM	PS	PM	SS	WS	WP
Mobile Technology Systems	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓																
Mobile Technologies: Mobile Applications	✓	✓	✓	✓		✓	✓	✓	✓	✓		✓														

## Mapping of National Occupational Standards to Units

### National Occupational Standards for IT Users V3

#### NPA in Mobile Technology (SCQF level 5)

Unit title	NOS Titles — Areas of Competence																									
	Core	Using IT Systems				Using IT to find and exchange information						Using productivity tool and applications														
	IPU	IUF: FS	SIS	OSP	ITS	ICF: FS	INT	UMD	EML	PIM	UCT	ISF: FS	AV	BS	CAS	DB	DMS	DIS	DPS	DTP	MM	PS	PM	SS	WS	WP
<b>Mandatory Units</b>																										
Mobile Technology Systems	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓														
Mobile Technology and Personal Computer Applications	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓										✓		✓		✓
Mobile Technology: Device Connectivity	✓	✓	✓	✓	✓	✓	✓	✓			✓		✓													
<b>Optional Units</b>																										
Mobile Technology: Web Page Creation	✓	✓	✓	✓		✓	✓	✓			✓	✓	✓					✓			✓				✓	
Programming for Mobile Devices	✓	✓	✓	✓				✓				✓		✓												

## Appendix 2 — Core Skills Maps

### NPA in Mobile Technology (SCQF level 4)

**S = Signposted**

**E () = Embedded (SCQF level)**

Unit title	Communication		Information and Communication Technology		Numeracy		Problem Solving			Working with Others	
	Oral	Written	Accessing information	Providing/creating information	Using graphical information	Using number	Critical thinking	Planning and organising	Reviewing and evaluating	Working co-operatively with others	Reviewing co-operative contribution
Mobile Technology Systems	S	S	S	S			S	S	S	S	S
Mobile Technology: Mobile Applications	S	S	S	S			S	S	S	S	S

## NPA in Mobile Technology (SCQF level 5)

**S = Signposted**

**E () = Embedded (SCQF level)**

Unit title	Communication		Information and Communication Technology		Numeracy		Problem Solving			Working with Others	
	Oral	Written	Accessing information	Providing/creating information	Using graphical information	Using number	Critical thinking	Planning and organising	Reviewing and evaluating	Working co-operatively with others	Reviewing co-operative contribution
Mobile Technology Systems	S	S					S	S	S	S	S
Mobile Technology and Personal Computer Applications	S	S		E (5)	E (5)	S	S	S	S		
Mobile Technology: Device Connectivity	S	S					S	S	S		
Mobile Technology: Web Page Creation	S	S	S	S			S	S	S		
Programming for Mobile Devices		S	S	S			S	S	S	S	S

### Appendix 3 — Possible Progression Route

