

# National Certificates and National Progression Awards

## PC PASSPORT



National Progression Award  
**PC Passport SCQF level 5**  
delivered to S5/S6 students  
at Bishopbriggs Academy



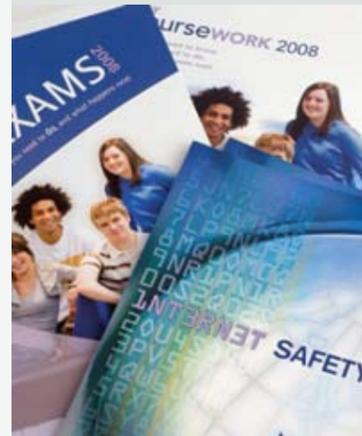
## Rationale

The school aims to offer courses to S5 and S6 students which allow them to progress successfully, for example, from Standard Grade at Foundation or General level.

Staff and students like PC Passport because there is no external examination. This takes the pressure off some students who are more comfortable with internal assessment. One of the main attractions of the refreshed PC Passport is that there has been a reduction in the quantity of assessment.

PC Passport allows students either to achieve individual Units – especially useful for Christmas leavers – or achieve the whole National Progression Award. The qualification is also seen as being a very worthwhile qualification to take into the workplace or to further study.

Most students are successful in completing the qualification. There is a relaxed, informal atmosphere in the class and students get the opportunity to work together.



## Delivery Approaches

Teaching time is 6 periods per week, and different delivery approaches are used:

- PowerPoint presentations highlighting areas that students should be aware of
- Worksheets
- Checklists
- Tasks which can cover more than one assessment e.g. print footer & align text

Students learn other skills, for example timekeeping and expected behaviour within class and work situations.

## Skills Obtained

PC Passport is offered to students who have had some computing experience at Standard Grade level and to any S5 or S6 students wishing to improve their practical ICT skills.

The skills and knowledge gained through PC Passport have a vocational connection, for example Spreadsheets & Graphics (Layering & Transparencies). Students acquire transferable skills which can be used both in the school environment, within other subjects and beyond in employment or further study.

Students highlighted that word processing is useful in most areas of work and for projects, and graphics is useful for web page design.

The school also delivers PC Passport Beginners to S1/S2 students for one period per week.

## Centre Evaluation

Bishopbriggs Academy will offer PC Passport at SCQF level 5 next year. Before then, they will carry out an evaluation to confirm what worked well and what could be improved upon.

## Advice

Bishopbriggs Academy finds the new PC Passport at SCQF level 5 easier to deliver, mainly because the course work and content are more accessible for teachers to put together and it is possible to access their own resources.



## Testimonials

### Teacher

*"A much more accessible course for both students and teachers."*

### Candidates

*"It was interesting and gave basic skills which will help me in the future in employment."*

*"I think that the PowerPoint presentations was the best bit where I learned how to make my own presentations. I will be able to use this skill in the future."*

*"I found the course good and gained useful computing skills, for example, for use in essay writing."*

*"I think that doing PC Passport helped me to secure my place on a computing course at college."*

*"PC Passport has given me skills which I can use in other school subjects. I will be able to go on to do other computing courses with this at school or college."*

*"I think that learning about spreadsheets and formulas was good because I have now been able to use them in other school subjects."*



Business Development  
T: 0303 333 0330 E: [mycentre@sqa.org.uk](mailto:mycentre@sqa.org.uk)  
W: [www.sqa.org.uk](http://www.sqa.org.uk)  
BC 4984 March 2009