

<b>Programme Title</b>	Certificate: FLC Communication in English
<b>SAQA ID</b>	88895
<b>NQF Level</b>	2
<b>Duration</b>	6 Months
<b>Admission Requirements</b>	A learner should have a minimum of genuine AET Level 3 Competence in English
<b>Programme type</b>	Available in Full time and Part time classes

## Description

Foundational Learning refers to competence in two subject areas of Communication in English & Mathematical Literacy. These have been identified by the Quality Council for Trades and Occupations (QCTO) as the basis for coping successfully with occupational learning and training. Together these two subject areas form a part qualification.

The curriculum framework for Foundational Communication in English describes the English language skills, processes, knowledge and practices that will help people deal confidently and successfully with formal occupational training which is delivered mainly through the medium of English, and uses training materials in English.

The Foundational Communication in English curriculum framework addresses reading, writing, speaking & listening at a particular level of competence. There is also emphasis on preparing adult learners for occupational training and skills development

## Elements & Outcomes

### Element 1: Reading

- Outcome 1.1: Learners will be able to use basic reading strategies
- Outcome 1.2: Learners will be able to identify the main ideas in text
- Outcome 1.3: Learners will be able to identify conventions & formats of different text types
- Outcome 1.4: Learners will be able to identify the organisation & structure of text
- Outcome 1.5: Learners will be able to interpret & respond critically to a text

### Element 2: Writing

- Outcome 2.1: Learners will be able to use basic writing strategies
- Outcome 2.2: Learners will be able to produce the appropriate text type for the purpose and audience
- Outcome 2.3: Learners will be able to write relevant content
- Outcome 2.4: Learners will be able to use grammatical & other language conventions so that the message is clear.

### Element 3: Speaking & Listening

- Outcome 3.1: Learners will be able to use strategies to understand spoken language & communicate clearly
- Outcome 3.2: Learners will be able to identify the purpose, audience & effects of communication
- Outcome 3.3: Learners will be able to use & respond to different grammatical & structural features of oral communication

#### **Element 4: Visual Literacy**

Outcome 4.1: Learners will be able to identify the purposes of visual & graphic representations

Outcome 4.2: Learners will be able to identify the main features of common visual & graphic representations

Outcome 4.3: Learners will be able to understand the meaning of visual & graphic representations & explain their content

Outcome 4.4: Learners will be able to present information in basic visual & graphic ways

#### **Element 5: Language Structure and Use**

Outcome 5.1: Learners will be familiar with common grammatical functions of words, and how these affect meaning.

Outcome 5.2: Learners use grammatical knowledge to work with & construct meaningful sentences

Outcome 5.3: Learners use grammatical knowledge to process & understand connected paragraphs & longer texts.

#### **Element 6: Study Skills**

Outcome 6.1: Understand & use common study & training terminology

Outcome 6.2: Understand & use different learning strategies

Outcome 6.3: Manage learning & learning materials

#### **Element 7: Workplace Terminology**

Outcome 7.1: Discuss & understand the key features of a workplace

Outcome 7.2: Identify & discuss common features of workplace roles & responsibilities

Outcome 7.3: Use English in specific occupations

Outcome 7.4: Use English in information technology contexts

#### **Certification upon successful completion**

- IEB Certificate on successful completion of IEB exam

