**Essential Digital Skills Qualification – Level 1**

Library Cohort – Self-directed flexible learning |Tutor is available through open tutorials to support the learner

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| Date | Activity | Action |
| Mon 4/10/21 | Enrolment and Induction at ICSC Introduction to BKSB and Moodle | Complete enrolmentStart BKSB |
| Wed 6/10/21 | Enrolment and Induction at ICSCIntroduction to BKSB and Moodle | Complete enrolmentStart BKSB |
| Mon 11/10/21 | Enrolment and Induction at ICSCIntroduction to BKSB and Moodle | Complete BKSBLogin to Moodle |
| Wed 13/10/21 | Self-directed learningOpen tutorials | Continue BKSBAccess Moodle – additional resources/course informationStart ILP |
| Mon 18/10/21 | Self-directed learningOpen tutorials | Continue BKSBAccess Moodle – additional resources/course informationComplete Initial ILP – On ACL Gateway/Moodle |
| Wed 20/10/21 | Self-directed learningOpen tutorials | Continue BKSBAccess Moodle – additional resources/course information |
| 25-27/10/21 HALF TERM WEEK |
| Mon 1/11/21 | Self-directed learningOpen tutorials | Continue BKSBAccess Moodle – additional resources/course information |
| Wed 3/11/21 | Self-directed learningOpen tutorials | Continue BKSBAccess Moodle – additional resources/course information |
| Mon 8/11/21 | Self-directed learningOpen tutorials | Continue BKSBAccess Moodle – additional resources/course information |
| Wed 10/11/21 | Tutorials at ICSC to discuss progress and Assessment dates | All learners attend ICSC from 9.30 – 12.00 noon to discuss progress and timetable for Assessments |
| Mon 15/11/21 | Self-directed learningOpen tutorials | Complete Mid – ILP - On ACL Gateway/Moodle |
| Wed 17/11/21 | Group A: Sample Assessments – AP1, AP2, AP3 | Continue BKSBAccess Moodle – additional resources/course informationComplete Sample papers at ICSC – Group A  |
| Mon 22/11/21 | Group A: Sample Assessments – AP4, AP5 | Continue BKSBAccess Moodle – additional resources/course informationComplete sample papers at ICSC Group A |
| Wed 24/11/21 | Group B: Samples Assessments – AP1, AP2, AP3 | Continue BKSBAccess Moodle – additional resources/course informationComplete sample papers at ICSC– Group B |
| Mon 29/11/21 | Group B: Sample Assessments – AP4, AP5 | Continue BKSBAccess Moodle – additional resources/course informationComplete sample papers at ICSC – Group B |
| Wed 1/12/2021 | Group A: Controlled Assessments – AP1, AP2, AP3 | Continue BKSBAccess Moodle – additional resources/course informationComplete assessments – Group A |
| Mon 6/12/21 | Group A: Controlled Assessments – AP4, AP5 | Continue BKSBAccess Moodle – additional resources/course informationComplete assessments – Group A |
| Wed 8/12/21 | Group B: Controlled Assessments – AP1, AP2 and AP3 | Continue BKSBAccess Moodle – additional resources/course informationComplete assessments – Group B |
| Mon 13/12/21 | Group B:Controlled Assessments – AP4 and AP5 | Continue BKSBAccess Moodle – additional resources/course informationComplete assessments – Group B |
| Wed 15/12/21 | Course CompletionComplete necessary paperwork | Learners attend ICSCComplete End ILP - On ACL Gateway/MoodleComplete course Evaluation Form |



