



MCAST

Malta College of Arts, Science & Technology

MQF Level 2

Key Skills

Units Specification

Current Approved Programme Structure

| Unit Code | Unit Title | ECVET |
|--------------------|--------------------------------------|--------------|
| CDKSK-206-1912 | Individual and Social Responsibility | 6 |
| CDKSK-206-2004 | English | 6 |
| CDKSK-206-2005 | Malti | 6 |
| CDKSK-206-2006 | Mathematics | 6 |
| CDKSK-206-2007 | Information Technology | 6 |
| CDKSK-206-2008 | Science | 6 |
| Total ECVET | | 36 |

Unit: CDKSK-206-1912 - Individual and Social Responsibility

Unit level (MQF): 2

Credits : 6

Unit description

In this unit, learners will continue to further understand and explore different aspects of their personal self through the exploration of their own strengths and weaknesses. Learners will also grasp and strengthen already achieved life skills that would enable them to become better individuals in society. Whilst being able to recall their rights as citizens, learners will once again have the possibility to become progressively aware of their surroundings and understand their civic duties in society.

This key skill will assist learners in experiencing self-reflection and practicing self-assessment. This will facilitate the learners' ability to identify their own talents and strengths, as well as areas for improvement.

The learners will further explore the realities of diversity. Learners will be offered the opportunity to understand the roots of civilisation and hence the rise of rights and responsibilities.

Having acquired all the above skills and knowledge, learners will have the ability to understand that in life one is surrounded by choices, which constantly accompany us on a daily basis. Hence, learners will also become increasingly aware of how choices and decisions impact themselves and the others.

The delivery of the weekly class-based contact hours including theory and hands-on practice will be paired with the realisation of an additional 15 hours of community service, where the students will make use of content being acquired within the classroom and put it to practice in real life experience.

Learning Outcomes

On completion of this unit learners should be able to:

1. *Recognise own strengths and weaknesses, highlighting areas for personal and professional growth;*
2. *Recognise own rights and obligations within a diverse society;*
3. *Carry out community service for the benefit of a particular sector in society;*
4. *Understand the importance of community service.*

Unit: CDKSK-206-2004 - English

Unit level (MQF): 2

Credits : 6

Unit description

In all Foundation Certificate programmes across MCAST, the ability to communicate in our second language becomes both a necessity for life as well as education and work.

The speaker of English should be aware of the importance and daily use of English as a tool for interacting in the immediate community, whether domestic, public or professional. English is also the main language of instruction in higher education nowadays.

Communicating in English takes into account all the four language skills of listening, speaking, reading and writing according to the prescribed level. Emphasis is placed on knowing how to use a language, rather than just knowing about a language.

This unit is targeted at learners proceeding from Level 1 (therefore taking into account successful completion of Level 1 English) as well as those whose entry level is directly at Level 2.

It is assumed that no entry qualifications such as SEC English (Ordinary Level) are necessary for learners to undertake this unit.

This unit is internally assessed and verified. Assessment is carried out through assignments based on the Learning Outcomes below.

Learning Outcomes

On completion of this unit learners should be able to:

1. *Listen to connected speech on a range of vocational topics;*
2. *Speak clearly during interactive communication scenarios and deliver a clear message;*
3. *Read to identify and comprehend information presented textually in formal, vocational and familiar contexts;*
4. *Organise and write text in paragraphs of simple, complete and syntactical sentences.*

Unit: CDKSK-206-2005 - Malti

Unit level (MQF): 2

Credits : 6

Ir-Razzjonal

Fil-korsijiet preliminari tat-Tieni Livell tal-Kulleġġ Malti tal-Arti, ix-Xjenza u t-Teknoloġija, l-ilsien Malti jintgħallem għax:

1. ninqadew bih biex nikkomunikaw u nirrelataw man-nies ta' madwarna;
2. nużawh biex b'mod kreattiv nesprimu ħsusna, ħsibijietna u xewqatna;
3. jintuża fl-oqsma vokazzjonali u għandu reġistru tekniku Prattiku u funzjonali;
4. jiġbor fih l-identità lingwistika u kulturali ta' ġensna.

L-Għanijiet

Biex l-istudenti jiksibu din l-unità jridu juru li kapaci:

1. *jwieġbu mistoqsijiet, jikkellmu b'Malti tajjeb kif ukoll jieħdu sehem f' taħditiet u f' diskussjonijiet;*
2. *jifhmu dak li jisimgħu;*
3. *jaqraw u jifhmu testi varji;*
4. *jiktbu b' Malti tajjeb skont ir-regoli tal-ortografija u s-sintassi.*

Unit: CDKSK-206-2006 - Mathematics

Unit level (MQF): 2

Credits : 6

Unit description

This unit aims to develop basic mathematical knowledge and skills needed in real-life situations. In a supportive environment, the student will be challenged to understand mathematical problems, reflect on different plans that could be used to solve the given problem, attempt an answer and check the validity of an answer to the problem. By the end of this unit, students will be able to describe orally or in writing the reasons behind the mathematical arguments used and to break down complex problems into smaller and simpler problems. These problems will involve:

- (a) numerical calculations,
- (b) classification of shapes,
- (c) understanding and simple application of symbolic notation,
- (d) communication in graphical form,
- (e) manipulating simple algebra, and
- (f) extraction and interpretation of information from statistical tables and charts.

Learning Outcomes

On completion of this unit learners should be able to:

1. *Compute numerical calculations by showing all the necessary working;*
2. *Carry out harder numerical calculations;*
3. *Collect data and represent it graphically;*
4. *Use simple algebraic formulae;*
5. *Draw and work with lines, shapes and objects;*
6. *Read and use measurement scales.*

Unit: CDKSK-206-2007 - Information Technology

Unit level (MQF): 2

Credits : 6

Unit description

This unit is made up of a number of competences including the competence to use personal computers; the competence to manage efficiently a personal computer; the competence to operate effectively within the operating system and the competence to make productive, creative and efficient use of the main office application software packages: word processing software, spreadsheet software, presentation software, web-browsing software & e-mail management software.

This unit is designed to ensure that learners are not only taught the knowledge and skills associated with productive, creative and effective use of personal computers but should be given sufficient opportunities to find, exchange and share information. This should also ensure that learners develop the proper and correct attitudes associated with the use of information and ICT.

This unit should guide the learners to have a broad understanding of how ICT can help their learning, their work and their social life. Students will start to develop the ability to decide when and how to use ICT and are be aware of the limitations associated with this use.

Learning Outcomes

On completion of this unit learners should be able to:

1. *Understand the main concepts of ICT and computer management;*
2. *Use a word processing application to accomplish basic everyday tasks;*
3. *Use a spreadsheet application to input, format data and prepare charts;*
4. *Use presentation software to develop basic presentations;*
5. *Use essential web browsing and electronic communication concepts and skills.*

Unit: CDKSK-206-2008 - Science

Unit level (MQF): 2

Credits : 6

Unit description

In this Level 2 key skill, learners will enhance their knowledge on the aspect of natural sciences, mainly via focusing on three different areas which consist of the living world, the physical world and the world of technology.

As part of the living world, learners will learn about the basic unit of which all living things are composed of - the cell and its components. Furthermore, they will become familiar with the differences and similarities between plants, animals and fungi based on their physical characteristics and the way they obtain food. Learners will also enhance their knowledge on the organisation of the human body - different organs that carry out different functions, are located in different areas of the body and are grouped forming body systems. Also, learners will increase their awareness on factors that affect the overall well-being of an individual, including diet and lifestyle.

In the case of the physical world, learners will become familiar with different materials found in the immediate environment. They will observe and describe their physical properties and then be able to compare and classify objects/materials/tools based on their physical properties. It is strongly suggested that lectures refer to objects/materials/tools that are related to the learners' area of study so as to increase the relevance of the topic. Learners will discuss advantages and disadvantages of local energy sources, combustion of fuels, associated hazards and action to prevent accidents, methods via which heat is transferred and the importance of insulation.

The main focus of the area 'the world of technology' will be on health and safety whereby the learner will describe and explain ways of reducing exposure to threats to health and safety at home and in the workplace, discuss how one can increase the body's resistance to disease, and recognise situations of risk to safety and increase awareness about how to avoid accidents.

The remainder of the unit will consist of an investigation related to the environment; with one of these investigations completed in collaboration with Birdlife Malta.

Learning Outcomes

On completion of this unit learners should be able to:

1. *Communicate scientific information by using the scientific process skills of observing and grouping;*
2. *Apply science to enhance the quality of everyday life;*
3. *Promote sustainable living by exploring the link between the natural world and human behaviour;*
4. *Investigate the impact of anthropogenic activities on the environment.*