

Handling Data

Introduction

As part of the work towards the National Test, you will need to understand how to manage and interpret data. This course shows you how to collect data, present it using graphs and charts and then interpret the results and understand their significance.

What will you learn?

By the end of the course you should be able to:

- Extract and interpret information from tables, charts and line graphs
- Design a simple questionnaire and interpret the results
- Collect, organise and represent information in various graphical forms, e.g. pie chart, bar chart and line graph
- Calculate various statistical measures, e.g. mean, median, mode, range and understand their uses and limitations of each.
- Work in a variety of ways, e.g. independently, small and large groups
- Work towards the National Test in Numeracy at Levels 1 and 2

Who is this course aimed at?

Skills for Life are the skills you need to get on at home and at work. Choosing a mobile phone, writing a report or helping your children with their homework all require good Skills for Life. These courses will benefit adults who have difficulties with maths or reading, writing, understanding and speaking English. Most of us could benefit from improving these skills for a variety of reasons - maybe we did not acquire these skills at school, or they need refreshing after lack of use. To meet these needs, the Skills for Life Pathway will allow you to achieve a nationally recognised qualification in Maths and Numeracy and/or English and Literacy, depending on the pathway you pursue.

What are the entry requirements? (If applicable)

There are no formal entry requirements for this course.

How is it taught?

Skills for Life Maths and English courses are taught by experienced tutors who will guide you through learning activities in a supportive and encouraging way. Teaching will vary so that you can benefit from learning in a way that suits you, such as working independently at your own pace or sharing ideas in groups. The learning activities are designed to be varied and interesting and are tailored to suit the level that you are working at and to help you progress further.

How will you be assessed?

During the course you will participate in set activities for which you will complete worksheets/flipcharts, summarise small group discussions and complete a short learning diary. This work must be submitted as an organised folder of work to your course tutor for marking. Marked work will be subject to internal and external moderation by Open College Network.

What will you achieve?

If you complete the course successfully you will achieve Open College Network (OCN) Credits at Level 1 or 2. The OCN Credits you achieve are part of a national system for recognising and accrediting the learning you have undertaken on this course. Once you complete this course you can build the number of credits you have achieved by undertaking further short courses as detailed below.

What can you do after this?

It is recommended that you take all the other courses within the Skills for Life Pathway- Maths and Numeracy, including confidence with numbers, understanding fractions, decimals and percentages, understanding shapes and algebra and graphs. Once you are ready you can then take the National Test in Maths and Numeracy. If you complete all of these courses it will help you to gain an NOCN Progression Certificate at Level 1 or Level 2. Following a pathway will help you get the most out of coming to Fircroft College. What you learn on one course will help you on the next.

Who are the tutors?

The course is run by one of two experienced tutors; Sam Lerner or Ros Sheppard who both specialise in teaching adult returners in college and diverse community settings. Their teaching readily embraces and encourages learners to share their understanding and skills with others in the group.

When does it run?

This is a three day course which includes two nights residency at the College. Courses start at 5.30pm on the first day and finish between 3pm and 4pm on the third day. Please check our website or short course guide for course dates. Alternatively you can contact our Short Course office.

Is there a cost?

This course is free of charge - all accommodation, food, teaching & course materials costs are included.

How can you apply?

For more information please contact the short course office on 0121 472 0116 or email shortcourses@fircroft.ac.uk. You can apply online at www.fircroft.ac.uk, by post or in person.

