

# Literacy for Tertiary Learning

## Education

Show us you know how to deliver learning activities to support literacy requirements within a workplace or tertiary learning environment.

- Level 5
- Credits 5
- \$99 NZD (GST incl.)

## Assessment

You are required to submit evidence of the following:

1. Describe the literacy capabilities required within a specific workplace or tertiary learning context.
2. Plan, deliver and evaluate learning activities that support learners to acquire literacy capabilities specific to a workplace or tertiary learning context.

To earn this EduBit, all work must be your own and you must submit evidence exactly as requested in the Task instructions.

When you've finished gathering your evidence, press Purchase. Trained and experienced assessors are standing by to evaluate your evidence and provide feedback on how you did for each task, as well as how you did overall.

- If your evidence does not yet meet the requirements, we will provide feedback on what is missing and encourage you to practice your skills and attempt the EduBit again at a later date.
- If there are minor gaps in your submission evidence, you will be given the opportunity to resubmit. You will have 14 calendar days to add the missing evidence and submit for re-evaluation.
- If you have any questions, please check our [Frequently Asked Questions](#) or feel free to email us at [hello@edubits.nz](mailto:hello@edubits.nz).

## Learning Recommendations

[Literacy Job Profiles](#)

[Ako Aotearoa](#)

[Pathways Awarua](#)

[Supporting literacy for Pasifika learners](#)

[Supporting literacy for Maori learners](#)

[Supporting literacy for ESOL learners](#)

## Tasks

# Proof of Identity

Please include a scanned copy of photo identification (e.g. passport, drivers licence, work ID card).

## General Information

*Please provide the following information:*

1. What is the name of your organisation?
2. What type of industry do you work in?
3. A brief description of your role in the organisation. (maximum 50 words).

This information is provided as context for theEduBit Assessor only.

## Task 1: Describe the literacy capabilities required within a specific workplace or tertiary learning context.

*You will need to:*

1.1. Demonstrate that you can describe the literacy capabilities required within a specific workplace or tertiary learning context.

The evidence you provide must include:

- A description of a specific workplace or tertiary learning context.

Examples may include but are not limited to:

1. Workplace training.
2. Tertiary education programme.
3. ITO training.
4. Community education.

Your description of the context must contain the following information:

1. The physical location.
  2. The type of learning involved (e.g. job specific, NZQA approved, ITO etc.).
  3. NZQA level (if applicable).
  4. The purpose and rationale for the learning.
  5. Your role within the specific context (e.g. workplace trainer, tertiary tutor, apprenticeship coordinator etc).
- An example or description of a vocational task, or learning material from within the specific tertiary education or workplace context.

Examples may include, but are not limited to:

1. Written communication such as reports, logbooks, application forms, essays etc.
2. Oral communication such as presentations, customer service, giving instructions or feedback etc.
3. Reading such as manuals, reports, health and safety information, graphs and charts, assessment information etc.
4. A description of the literacy capabilities required to carry out the specific vocational task or engage with the learning

material, related to and supported by, a relevant literacy model.

Examples of relevant literacy models may include, but are not limited to:

1. The Adult Literacy Learning Progressions.
2. The Adult Literacy and Numeracy (ALN) Effective Practice Model.
3. Māori, Pasifika or other Indigenous literacy models.

Notes:

You may provide photographic or video evidence to support your descriptions and the example of the task or learning material.

Please download the [Photo](#) and [Video](#) Evidence Guidelines.

Video(s) must be a maximum of two (2) minutes.

## Task 2: Plan, deliver and evaluate learning activities that support learners to acquire literacy capabilities specific to a workplace or tertiary learning context.

*You will need to:*

2.1. Demonstrate that you can plan learning activities that support learners to acquire the literacy capabilities specific to the context and task (as identified in Task 1).

The evidence you provide must include:

- A session plan(s) containing at least two (2) learning activities that support learners to acquire the literacy skills specific to the aspects / areas of the task (as identified in Task 1).

The session plan(s) must be supported by notes or annotations that explain the two (2) learning activities you have chosen, and how these will support learners to acquire the literacy capabilities specific to the context and task (as identified in Task 1).

Notes:

Evidence may be provided in any appropriate form, but you may wish to use the [session plan template](#).

You may provide photographic or video evidence to support your description.

Video(s) should be a maximum of ten (10) minutes for each activity.

2.2. Demonstrate that you can deliver learning activities that support the development of literacy capabilities specific to the context and task (as identified in Task 1).

The evidence you provide must include:

- Video(s) of you using at least two (2) learning activities to support the development of literacy capabilities (as identified in Task 1) with at least three (3) learners. This may be a group or three (3) individual learners.

Notes:

Your video(s) should be a maximum of ten (10) minutes per activity, and should clearly show your use of the learning activities.

2.3. Demonstrate that you can evaluate the impact of learning activities in relation to supporting the development of literacy capabilities (as identified in Task 1).

The evidence you provide must include a reflection containing all of the following:

- A description of your delivery of the learning activities from Task 2.
- An evaluation of the impact of the learning activities in relation to supporting the development of the specific literacy capabilities (as identified in Task 1) (Note: Your evaluation must include evidence of this impact).
- An explanation of what you have learned as a result of your planning and delivery of the learning activities.
- An explanation of changes you will make to your future teaching practice based on your delivery of the learning activities. (Changes should be justified by details included in 1, 2 and 3 above).

Notes:

Videos and recordings should be a maximum of ten (10) minutes.

Please download the [Photo](#) and [Video](#) Evidence Guidelines if required.

