

Title	Apply basic skills in digital literacy in structured and familiar contexts (Foundation Skills)		
Level	1	Credits	5

Purpose	<p>This unit standard is to help people acquire focused skills, capabilities, knowledge and attributes needed to engage or re-engage with learning.</p> <p>This unit standard has been developed primarily for assessment within programmes leading to the outcomes of the New Zealand Certificate in Foundation Skills (Level 1) [Ref: 2861].</p> <p>People credited with this unit standard are able to apply basic skills in digital literacy in structured and familiar contexts.</p>
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Classification	Core Generic > Foundation Skills - Te Ara Tupu
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Available grade	Achieved
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Guidance Information

- 1 This unit standard is one of a suite of standards aligned to New Zealand Certificate in Foundation Skills (Level 1) [Ref: 2861]. The requirements of this standard are consistent with the *New Zealand Certificates in Foundation and Bridging Supporting Document*. Link provided below.

All activities, including assessment, must be carried out in accordance with the requirements and conditions of the qualification, and should be informed by the Supporting Document.

- 2 Candidates may be assessed against this unit standard in a real-life context using naturally occurring evidence or in a realistic simulation. A verifier's checklist is acceptable if accompanied by evidence that includes examples from the candidate's performance.
- 3 All activities relevant to this standard must reflect ngā kaupapa o te Tiriti o Waitangi (the principles of the Treaty of Waitangi).
- 4 All activities must, as relevant to candidates and/or this standard, reflect the peoples of the Pacific and other cultures, and their world views.

5 *References*

- New Zealand Certificate in Foundation Skills (Level 1) [Ref: 2861]: [Foundation and Bridging qualifications » NZQA](#)
- New Zealand Certificates in Foundation and Bridging Supporting Document: [Foundation and Bridging qualifications » NZQA](#)
- Employability Skills Framework: [Employability Skills Framework – Youth Guarantee \(education.govt.nz\)](#).

6 *Basic skills in digital literacy* refers to skills needed to live, learn, and work in a society where communication and access to information is increasingly through digital technologies like internet platforms, social media, and mobile devices. *Basic skills in digital literacy* are relevant to all digital devices.

For further assistance, refer to the New Zealand Certificates in Foundation and Bridging Supporting Document, page 11.

Outcomes and performance criteria

Outcome 1

Apply basic skills in digital literacy in structured and familiar contexts.

Performance criteria

1.1 Skills are demonstrated for maintaining basic digital safety.

Range evidence can be by performance or description; evidence of four skills is required.

1.2 Digital skills for accessing and sharing information are applied for a specified purpose.

Range evidence of four ways each of accessing and sharing information is required.

1.3 Digital skills for creating original content are applied for a specified purpose.

Range evidence for two different skills of creating original content is required.

Planned review date	31 December 2028
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 April 2023	N/A

Consent and Moderation Requirements (CMR) reference	0113
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact NZQA National Qualifications Services nqs@nzqa.govt.nz if you wish to suggest changes to the content of this unit standard.