Qualification Specification for:
(Revised March 2018)

OCN NI Entry Level Award in Italian (Entry 3)
➢ Qualification No: 601/1332/7
OCN NI Level 1 Award in Italian
➢ Qualification No: 601/1333/9
OCN NI Level 1 Certificate in Italian
➢ Qualification No: 601/1334/0
OCN NI Level 2 Award in Italian
➢ Qualification No: 601/1335/2
OCN NI Level 2 Certificate in Italian
➢ Qualification No: 601/1336/4
OCN NI Level 3 Award in Italian
➢ Qualification No: 601/1337/6
OCN NI Level 3 Certificate in Italian
➢ Qualification No: 601/1338/8

Qualification Regulation Information

OCN NI Entry Level Award in Italian (Entry 3)

Qualification Number: 601/1332/7

Operational start date:	1st October 2013
Operational end date:	30th June 2019
Certification end date:	30th June 2020

OCN NI Level 1 Award in Italian

Qualification Number: 601/1333/9

Operational start date:	1st October 2013
Operational end date:	30th June 2019
Certification end date:	30th June 2020

OCN NI Level 1 Certificate in Italian

Qualification Number: 601/1334/0

Operational start date:	1st October 2013
Operational end date:	30th June 2019
Certification end date:	30th June 2020

OCN NI Level 2 Award in Italian

Qualification Number: 601/1335/2

Operational start date:	1st October 2013
Operational end date:	30th June 2019
Certification end date:	30th June 2021

OCN NI Level 2 Certificate in Italian

Qualification Number: 601/1336/4

Operational start date:	1st October 2013
Operational end date:	30th June 2019
Certification end date:	30th June 2021

OCN NI Level 3 Award in Italian

Qualification Number: 601/1337/6

Operational start date: 1st October 2013
Operational end date: 30th June 2019
Certification end date: 30th June 2022

OCN NI Level 3 Certificate in Italian

Qualification Number: 601/1338/8

Operational start date: 1st October 2013
Operational end date: 30th June 2019
Certification end date: 30th June 2022

Qualification operational start and end dates indicate the lifecycle of a regulated qualification. The operational end date is the last date by which learners can be registered on a qualification and the certification end date is the last date by which learners can claim their certificate.

All OCN NI regulated qualifications are published to the Register of Regulated Qualifications (**http://register.ofqual.gov.uk/**). This site shows the qualifications and awarding organisations regulated by CCEA Regulation and Ofqual.

OCN NI Contact Details

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Foreword

This document explains OCN NI's requirements for the delivery and assessment of the following regulated qualifications:

→ **OCN NI Entry Level Award in Italian (Entry 3)**
→ **OCN NI Level 1 Award in Italian**
→ **OCN NI Level 1 Certificate in Italian**
→ **OCN NI Level 2 Award in Italian**
→ **OCN NI Level 2 Certificate in Italian**
→ **OCN NI Level 3 Award in Italian**
→ **OCN NI Level 3 Certificate in Italian**

This specification sets out:

- Qualification features
- Centre requirements for delivering and assessing the qualification
- The structure and content of the qualification
- Unit details
- Assessment requirements for the qualification
- OCN NI's quality assurance arrangements for the qualification
- Administration

OCN NI will notify centres in writing of any major changes to this specification. We will also publish changes on our website at **www.ocnni.org.uk**

This specification is provided online, so the version available on our website is the most up to date publication. It is important to note that copies of the specification that have been downloaded and printed may be different from this authoritative online version.

Contents

About Regulation

OCN NI

Open College Network Northern Ireland (OCN NI) is a regulated Awarding Organisation based in Northern Ireland. OCN NI is regulated by CCEA Regulation to develop and award professional and technical (vocational) qualifications from Entry Level up to and including Level 5 across all sector areas. In addition, OCN NI is regulated by Ofqual to award similar qualification types in England.

All OCN NI regulated qualifications are published to the Register of Regulated Qualifications (**http://register.ofqual.gov.uk/**). This site shows the qualifications and awarding organisations regulated by CCEA Regulation and Ofqual.

The Regulated Qualifications Framework: an overview

The Regulated Qualifications Framework (RQF) was introduced on 1st October 2015: the RQF provides a single framework for all regulated qualifications.

Qualification Level

The level indicates the difficulty and complexity of the knowledge and skills associated with any qualification. There are eight levels (Levels 1-8) supported by three 'entry' levels (Entry 1-3).

Qualification Size

Size refers to the estimated total amount of time it could typically take to study and be assessed for a qualification. Size is expressed in terms of Total Qualification Time (TQT), and the part of that time typically spent being taught or supervised, rather than studying alone, is known as Guided Learning Hours (GLH).

For further information about the RQF see:
https://www.ocnni.org.uk/blog/regulated-qualifications-framework-rqf/

Qualification Summary

The OCN NI suite of qualifications in Languages aims to provide an opportunity for accreditation in language skills. Learners benefit from expanding cultural knowledge and improving communication skills, especially when travelling abroad. Learning language also enhances career opportunities. OCN NI language provision covers a wide range of languages including Arabic, French, German, Greek, Irish, Italian, Japanese, Mandarin Chinese, Polish, Portuguese, Russian, Spanish and Turkish.

The suite of language qualifications in Italian covers the main skills areas of Reading, Listening, Speaking and Writing. To achieve a Certificate at Levels 1 or 2, learners will also complete a unit in Understanding Intercultural Communication.

Sector Subject Area

12.2   Other languages, literature and culture

Qualification Target Group

The qualifications are targeted at a range of learners including:

- learners in schools and colleges
- adults in full time and part time learning
- adults in the workplace
- anyone who wishes to study languages for enjoyment

Entry Requirements

There are no formal restrictions on entry for these qualifications. However the learner may need a certain amount of knowledge and understanding before being able to fully benefit from a language qualification at a more advanced level. The learner should receive appropriate advice and guidance on the suitability of the qualification before embarking at this level.

Grading

Grading for these qualifications is pass/fail.

Delivery Languages

These qualifications are available in English only at this time. If you wish to offer these qualifications in Welsh or Irish (Gaeilge) then please contact OCN NI who will review demand and provide as appropriate.

Methods of Assessment

Methods of Assessment will be as listed in the unit details. All evidence will be internally assessed by qualified centre assessors and internally verified by the approved centres. External verification visits and monitoring activities will be conducted with centres annually to confirm the evaluation of risk and compliance and to ensure the integrity of the qualification.

Assessment guidance for each unit is contained in OCN NI's Unit Template and Centres should design the method of assessment in accordance with OCN NI's Assessment Methods Document. If you have any queries about assessment guidance please contact OCN NI.

Evidence should be presented on more than one occasion in each skill area at each level. For Speaking, each learner should be recorded at least once.

Links to National Standards

OCN NI language units have been mapped to NOS standards. For a breakdown of knowledge and skills at each level please click on the link
http://www.skillscfa.org/standards-qualifications.html

Structure and Content

The tables below summarise the structure of each qualification.

OCN NI Entry Level Award in Italian (Entry 3):

In order to achieve the OCN NI Entry Level Award in Italian (Entry 3), the learner must complete both mandatory units at Entry Level (Entry 3) for a total of 6 credits.

Total Qualification Time (TQT) for this qualification: 60 hours
Guided Learning Hours (GLH) for this qualification: 57 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
R/505/5989	CAX500	Italian – Reading and Writing	30	3	Entry 3
J/505/5990	CAX501	Italian – Speaking and Listening	30	3	Entry 3

OCN NI Level 1 Award in Italian

In order to achieve the OCN NI Level 1 Award in Italian, the learner is required to complete 6 credits, ie 2 units from the 4 optional units at Level 1.

Total Qualification Time (TQT) for this qualification: 60 hours
Guided Learning Hours (GLH) for this qualification: 54 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
R/505/5992	CAX503	Italian – Reading	30	3	One
D/505/5994	CAX505	Italian – Writing	30	3	One
Y/505/5993	CAX504	Italian – Speaking	30	3	One
L/505/5991	CAX502	Italian – Listening	30	3	One

OCN NI Level 1 Certificate in Italian

In order to achieve the OCN NI Level 1 Certificate in Italian, the learner is required to complete 13 credits, ie all 5 mandatory units.

Total Qualification Time (TQT) for this qualification: 130 hours
Guided Learning Hours (GLH) for this qualification: 117 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
R/505/5992	CAX503	Italian – Reading	30	3	One
D/505/5994	CAX505	Italian – Writing	30	3	One
Y/505/5993	CAX504	Italian – Speaking	30	3	One
L/505/5991	CAX502	Italian – Listening	30	3	One
H/505/5995	CAX514	Understanding Intercultural Communication in Italian	10	1	One

OCN NI Level 2 Award in Italian

In order to achieve the OCN NI Level 2 Award in Italian, the learner is required to complete 6 credits, ie 2 units from the 4 optional units at Level 2.

Total Qualification Time (TQT) for this qualification: 60 hours
Guided Learning Hours (GLH) for this qualification: 48 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
M/505/5997	CAX507	Italian – Reading	30	3	Two
A/505/5999	CAX509	Italian – Writing	30	3	Two
T/505/5998	CAX508	Italian – Speaking	30	3	Two
K/505/5996	CAX506	Italian – Listening	30	3	Two

OCN NI Level 2 Certificate in Italian

In order to achieve the OCN NI Level 2 Certificate in Italian, the learner is required to complete 13 credits, ie all 5 mandatory units.

Total Qualification Time (TQT) for this qualification: 130 hours
Guided Learning Hours (GLH) for this qualification: 104 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
M/505/5997	CAX507	Italian – Reading	30	3	Two
A/505/5999	CAX509	Italian – Writing	30	3	Two
T/505/5998	CAX508	Italian – Speaking	30	3	Two
K/505/5996	CAX506	Italian – Listening	30	3	Two
D/505/6000	CAX515	Understanding Intercultural Communication in Italian	10	1	Two

OCN NI Level 3 Award in Italian

In order to achieve the OCN NI Level 3 Award in Italian, the learner is required to complete 12 credits, ie 2 units from the 4 optional units at Level 3.

Total Qualification Time (TQT) for this qualification: 120 hours
Guided Learning Hours (GLH) for this qualification: 54 hours

The Qualifications consist of the following units:

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
K/505/6002	CAX511	Italian – Reading	60	6	Three
T/505/6004	CAX513	Italian – Writing	60	6	Three
M/505/6003	CAX512	Italian – Speaking	60	6	Three
H/505/6001	CAX510	Italian – Listening	60	6	Three

OCN NI Level 3 Certificate in Italian

In order to achieve the OCN NI Level 3 Certificate in Italian, the learner is required to complete 24 credits, ie all 4 mandatory units.

Total Qualification Time (TQT) for this qualification: 240 hours
Guided Learning Hours (GLH) for this qualification: 108 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
H/505/6001	CAX510	Italian – Listening	60	6	Three
K/505/6002	CAX511	Italian – Reading	60	6	Three
M/505/6003	CAX512	Italian – Speaking	60	6	Three
T/505/6004	CAX513	Italian – Writing	60	6	Three

Unit Details

Title	Italian – Reading and Writing
Level	Entry 3
Credit Value	3
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAX500
Unit Reference No	R/505/5989

Unit purpose and aim(s): This unit will enable learners to show understanding of short basic texts and write basic words and structured phrases.

Learning Outcomes	Assessment Criteria
1. Be able to spell common Italian words.	1.1. Say the sounds of the Italian alphabet. 1.2. Spell common words orally in everyday use in Italian using the sounds of the Italian alphabet. 1.3. Spell common Italian words in written form. 1.4. Spell numbers 1-20 in Italian.
2. Be able to write short basic messages in Italian for everyday situations.	2.1. Start and end basic messages politely. 2.2. Communicate in written Italian to convey: a) thanks b) apologies c) basic personal information d) basic questions e) basic answers to questions f) basic requests
3. Be able to produce written form from everyday texts dictated in Italian.	3.1. From information spoken in Italian, write down a limited range of Italian words or phrases accurately enough to be understood.
4. Be able to understand simple signs written in Italian.	4.1. Read basic signs written in Italian. 4.2. Read basic health and safety warnings written in Italian.
5. Be able to understand basic written communication in Italian.	5.1. Follow basic instructions in written Italian. 5.2. Respond to specific questions written in Italian. 5.3. Respond to basic requests for information written in Italian.
6. Be able to understand short texts written in Italian in everyday situations.	6.1. Give the meaning of simple sentences or phrases within short texts, written in Italian. 6.2. Extract simple factual information from a short text written in Italian. 6.3. Identify the likely purpose of a short text written in Italian.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

Title	Italian – Speaking and Listening
Level	Entry 3
Credit Value	3
Guided Learning Hours (GLH)	30
OCN NI Unit Code	CAX501
Unit Reference No	J/505/5990

Unit purpose and aim(s): This unit will enable learners to develop basic speaking and listening skills in simple work and social contexts.

Learning Outcomes	Assessment Criteria
1. Use polite, social language in Italian in everyday situations.	1.1. Greet somebody, and say 'goodbye'. 1.2. Address the person using a correct form.
2. Indicate difficulty with understanding Italian in everyday situations.	2.1. Ask another person to repeat something or to slow down when speaking.
3. Take part in basic conversations in Italian in everyday situations.	3.1. When asked, give basic, personal information from a limited range. 3.2. Ask basic questions of someone else. 3.3. Identify basic information about a person, from a limited range of key phrases. 3.4. When asked, inform someone, using basic phrases, about likes and dislikes. 3.5. Identify information somebody gives you about likes and dislikes. 3.6. Say 'yes', 'no', 'please' and 'thank you' correctly.
4. Make simple requests in Italian in everyday situations.	4.1 Ask for things in a shop, to include quantities. 4.2 Ask for things in a café.
5. Ask for and follow basic directions in Italian in everyday situations.	5.1 Enquire where a specific place is. 5.2 Identify where a specific place is from directions given using a limited range of key phrases.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Aural examination	Assessment activities based around listening stimuli, for	Audio/video record Tutor notes / record

	example, aural question and answer, dictation, transcription, word and sound discrimination	Record of observation
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Listening
Level	Level 1
Credit Value	3
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAX502
Unit Reference No	L/505/5991

Unit purpose and aim(s): This unit will enable learners to extract information from simple statements in familiar contexts.

Learning Outcomes	Assessment Criteria
1. Understand information from simple statements or descriptions spoken in Italian in everyday situations.	1.1. Extract specific details from clear and simple announcements or messages. 1.2. Extract specific details from clear and simple presentations. 1.3. Follow simple, predictable instructions or requests. 1.4. Follow simple directions.
2. Understand simple, predictable conversations spoken in Italian in everyday situations.	2.1. Extract information from a simple conversation on familiar matters. 2.2. Demonstrate understanding of a simple conversation in which feelings such as likes, dislikes and preferences are expressed.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Aural examination	Assessment activities based around listening stimuli, for example, aural question and answer, dictation, transcription, word and sound discrimination	Audio/video record Tutor notes / record Record of observation
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Reading
Level	Level 1
Credit Value	3
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAX503
Unit Reference No	R/505/5992

Unit purpose and aim(s): This unit will enable learners to understand simply written texts on familiar topics.

Learning Outcomes	Assessment Criteria
1. Extract information from simple texts written in Italian relating to everyday situations.	1.1 Obtain specific, factual information where the overall context is clear. 1.2 Identify simple instructions or guidance. 1.3 Identify simple requests. 1.4 Identify feelings, such as likes, dislikes and preferences.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Speaking
Level	Level 1
Credit Value	3
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAX504
Unit Reference No	Y/505/5993

Unit purpose and aim(s): This unit will enable learners to use simple language in familiar predictable situations.

Learning Outcomes	Assessment Criteria
1. Use polite social conventions in Italian appropriate to the context in everyday situations.	1.1 Use a range of appropriate courtesies using formal and informal language.
2. Use simple set phrases/strategies in Italian to clarify meaning and control the pace of speech in everyday situations.	2.1. Express difficulty in understanding the information and request appropriate action.
3. Take part in simple, predictable conversations in Italian in everyday situations.	3.1. Use simple, commonly used question forms, to express needs and make requests. 3.2. Provide information in response to simple, commonly used question forms.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Aural examination	Assessment activities based around listening stimuli, for example, aural question and answer, dictation, transcription, word and sound discrimination	Audio/video record Tutor notes / record Record of observation
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Writing
Level	Level 1
Credit Value	3
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAX505
Unit Reference No	D/505/5994

Unit purpose and aim(s): This unit will enable learners to write simple text in familiar predictable situations.

Learning Outcomes	Assessment Criteria
1. Record simple information in Italian in a predictable format in everyday situations.	1.1. Combine set phrases and familiar terms to record basic information, writing and spelling clearly enough so that the reader understands.
2. Write simple communications in Italian using commonly used phrases appropriate to the context in everyday situations.	2.1. Write short, continuous communications, using simple, set phrases, and writing and spelling clearly enough so that the reader understands.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

Title	Italian - Listening
Level	Level 2
Credit Value	3
Guided Learning Hours (GLH)	24
OCN NI Unit Code	CAX506
Unit Reference No	K/505/5996

Unit purpose and aim(s): This unit will enable learners to extract information from routine explanations and conversations.

Learning Outcomes	Assessment Criteria
1. Understand specific, factual information from routine statements in Italian in everyday situations.	1.1. Extract specific, factual information. 1.2. Extract specific instructions or advice.
2. Understand general information from routine statements in Italian in everyday situations.	2.1. Demonstrate general understanding of the main points.
3. Understand general information from routine conversations in Italian in everyday situations.	3.1. Demonstrate understanding of conversations containing requests, expressed using combinations of simple structures and set phrases. 3.2. Demonstrate understanding of conversations containing views or opinions, expressed using combinations of simple structures and set phrases.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Aural examination	Assessment activities based around listening stimuli, for example, aural question and answer, dictation, transcription, word and sound discrimination	Audio/video record Tutor notes / record Record of observation
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Reading
Level	Level 2
Credit Value	3
Guided Learning Hours (GLH)	24
OCN NI Unit Code	CAX507
Unit Reference No	M/505/5997

Unit purpose and aim(s): This unit will enable learners to understand routine texts on everyday topics.

Learning Outcomes	Assessment Criteria
1. Extract specific information from routine texts written in Italian in everyday situations.	1.1. Obtain specific, factual details from everyday texts written in Italian. 1.2. Identify instructions or advice from everyday texts written in Italian. 1.3. Identify requests from everyday texts written in Italian.
2. Extract general information from routine texts written in Italian in everyday situations.	2.1. Demonstrate understanding of routine texts written in Italian which contain general information, using varied and occasional unfamiliar vocabulary. 2.2. Demonstrate understanding of routine texts written in Italian which contain views or opinions, using varied and occasional unfamiliar vocabulary.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Speaking
Level	Level 2
Credit Value	3
Guided Learning Hours (GLH)	24
OCN NI Unit Code	CAX508
Unit Reference No	T/505/5998

Unit purpose and aim(s): This unit will enable learners to initiate routine conversations and exchange routine information in everyday situations.

Learning Outcomes	Assessment Criteria
1. Ask for routine information in Italian in everyday situations.	1.1. Ask for routine information. 1.2. Make specific requests. 1.3. Find simple alternative ways of re-stating information, which another has not understood.
2. Provide routine information in Italian in everyday situations.	2.1. Provide routine information. 2.2. Provide instructions or advice. 2.3. Find simple alternative ways of re-stating information, which another has not understood.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Aural examination	Assessment activities based around listening stimuli, for example, aural question and answer, dictation, transcription, word and sound discrimination	Audio/video record Tutor notes / record Record of observation
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Writing
Level	Level 2
Credit Value	3
Guided Learning Hours (GLH)	24
OCN NI Unit Code	CAX509
Unit Reference No	A/505/5999

Unit purpose and aim(s): This unit will enable learners to write routine continuous text in formal and informal registers.

Learning Outcomes	Assessment Criteria
1. Produce routine, continuous text in Italian in everyday situations.	1.1. Produce routine, continuous text. 1.2. Produce continuous text containing advice or instructions.
2. Compose routine, informal correspondence in Italian in everyday situations.	2.1. Compose routine informal correspondence. 2.2. Compose informal correspondence containing views or opinions.
3. Compose routine, formal correspondence in Italian in everyday situations.	3.1. Compose routine formal correspondence. 3.2. Compose formal correspondence containing requests or enquiries.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

Title	Italian - Listening
Level	Level 3
Credit Value	6
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAX510
Unit Reference No	H/505/6001

Unit purpose and aim(s): This unit will enable learners to listen to and extract detailed information from a wide variety of sources.

Learning Outcomes	Assessment Criteria
1. Be able to understand social interactions in Italian.	1.1. Recognise courtesies when listening to conversations in Italian in social and work related situations. 1.2. Recognise most common variations in pronunciation.
2. Be able to understand spoken Italian communication in a range of situations.	2.1. Identify from Italian, spoken at a normal speed, using a wide range of vocabulary and sentence structures: a) questions or enquiries b) emotions c) humour d) opinions e) instructions, recognising the urgency or priority of them f) factual information 2.2. Determine the overall meaning of the spoken information. 2.3. Identify the main purpose of spoken Italian. 2.4. Extract detailed information from spoken Italian.
3. Be able to understand a range of vocabulary in Italian conversations.	3.1. Recognise a broad range of Italian vocabulary for: a) work related terms b) connectors including adverbs, conjunctions and enumerators c) numerical terms including statistics, fractions and quantities 3.2. Identify the degree of formality in the language used in Italian conversations.
4. Be able to understand a broad range of grammatical forms in spoken Italian.	4.1. Recognise a broad range of grammatical forms in spoken Italian: a) past, present, future and conditional forms of regular and irregular verbs b) standard question forms c) modal verbs to express permission and obligation d) positive and negative forms
5. Be able to use sources for reference.	5.1. Use a reference source to clarify a word or phrase used in a variety of communications in spoken Italian.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Aural examination	Assessment activities based around listening stimuli, for example, aural question and answer, dictation, transcription, word and sound discrimination	Audio/video record Tutor notes / record Record of observation
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Reading
Level	Level 3
Credit Value	6
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAX511
Unit Reference No	K/505/6002

Unit purpose and aim(s): This unit will enable learners to understand and extract detailed information from a wide range of complex sources.

Learning Outcomes	Assessment Criteria
1. Be able to understand a variety of Italian texts written in a range of styles.	1.1. Identify the overall meaning of fictional Italian texts. 1.2. Identify the overall meaning of non-fictional Italian texts. 1.3. Distinguish fact from opinion in a range of Italian texts. 1.4. Recognise the level of formality of a range of Italian texts. 1.5. Extract specific details fully and accurately from a range of Italian texts. 1.6. Extract numerical data from a text or graphical source produced in Italian. 1.7. Identify the relevance of a range of Italian texts to a specific purpose.

2. Know a broad range of Italian vocabulary.	2.1. Recognise in a range of Italian texts:
	   a) key work-related terms
	   b) expressions of numerical data
	   c) a broad general vocabulary
	   d) a broad range of connectors including adverbs and enumerators

3. Be able to understand a range of grammatical forms in written Italian.	3.1. Recognise in written Italian text grammatical forms such as:
	   a) major verb tenses including conditional tenses
	   b) modal verbs
	   c) standard question forms

4. Be able to use reference sources.	4.1. Use reference sources to clarify or confirm the meaning of words in a range of texts written in Italian.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

	skills and/or knowledge gained throughout the course	
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Speaking
Level	Level 3
Credit Value	6
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAX512
Unit Reference No	M/505/6003

Unit purpose and aim(s): This unit will enable learners to develop complex and varied language in a range of situations.

Learning Outcomes	Assessment Criteria
1. Be able to take part in social interactions in Italian.	1.1. Use a range of courtesies when taking part in conversations in Italian in social and work related situations. 1.2. Use intonation relevant to the context. 1.3. Ask for time to consider information given during an interaction in spoken Italian. 1.4. Maintain fluency when speaking in Italian in familiar situations. 1.5. Initiate and maintain conversations. 1.6. Pronounce complex structures with accuracy.
2. Be able to use spoken Italian communication in a range of situations.	2.1. Use a wide range of vocabulary and sentence structures when speaking in Italian to express: a) questions or enquiries b) emotions c) humour d) opinions e) instructions, emphasising the urgency/priority f) factual information
3. Be able to use a range of vocabulary in Italian conversations	3.1. Use a broad range of Italian vocabulary including: a) work related terms b) connectors including adverbs, conjunctions and enumerators c) numerical terms including statistics, fractions and quantities 3.2. Adapt the degree of formality in the language used in Italian conversations as relevant to the context.
4. Be able to use a broad range of grammatical forms in spoken Italian.	4.1. Use a broad range of grammatical forms in spoken Italian: a) past, present, future and conditional forms of regular and irregular verbs b) standard question forms c) modal verbs to express permission and obligation d) positive and negative forms e) pronouns
5. Be able to use sources for reference.	5.1. Use a reference source to clarify a word or phrase used in a variety of communications in spoken Italian.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary
Aural examination	Assessment activities based around listening stimuli, for example, aural question and answer, dictation, transcription, word and sound discrimination	Audio/video record Tutor notes / record Record of observation
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam	Tutor notes / record Audio/video record Record of observation

Title	Italian - Writing
Level	Level 3
Credit Value	6
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAX513
Unit Reference No	T/505/6004

Unit purpose and aim(s): This unit will enable learners to produce complex texts in a wide range of situations.

Learning Outcomes	Assessment Criteria
1. Be able to produce continuous text in Italian for a range of situations.	1.1. Produce correspondence in Italian for a range of informal situations. 1.2. Compose formal correspondence in Italian for a range of situations. 1.3. Compose a piece of creative writing in Italian. 1.4. Produce detailed written instructions in Italian. 1.5. Structure written work so that ideas and meaning are conveyed coherently. 1.6. Modify language and register for the context of the written texts.
2. Be able to proof read work written in Italian accurately.	2.1. Proof read texts written in Italian independently with a high level of accuracy.
3. Be able to use complex grammatical structures in Italian.	3.1. Use complex structures in written Italian such as: a) use of conditional tenses b) use of modal verbs c) negatives d) expressions of possibility
4. Be able to use a broad range of Italian vocabulary.	4.1. Use a broad range of Italian vocabulary in the composition of texts such as: a) work-related terms b) connectors including conjunctions, adverbs and enumerators c) expressions of numerical data including fractions, statistics and numbers of any size

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

Title	Understanding Intercultural Communication in Italian
Level	Level 1
Credit Value	1
Guided Learning Hours (GLH)	9
OCN NI Unit Code	CAX514
Unit Reference No	H/505/5995

Unit purpose and aim(s): This unit enables learners to develop an understanding of the importance of difference cultural conventions and how they affect workplace communication and social situations.

Learning Outcomes	Assessment Criteria
1. Understand the importance of different cultural conventions and their effect on communication in the workplace and social situations.	1.1. Identify similarities and differences in: a) the use of language b) the tone of voice c) body language d) gesture e) what is considered polite 1.2. Give examples of potential misunderstandings which could affect communication. 1.3. Identify ways to minimise misunderstanding when communicating with people from different communities and cultures.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

Title	Understanding Intercultural Communication in Italian
Level	Level 2
Credit Value	1
Guided Learning Hours (GLH)	8
OCN NI Unit Code	CAX515
Unit Reference No	D/505/6000

Unit purpose and aim(s): This unit enables learners to develop an understanding of the differences and similarities between their own and other people's cultural conventions.

Learning Outcomes	Assessment Criteria
1. Understand how the differences and similarities between the learner's own and other people's cultural conventions may affect communication and working.	1.1. Describe cultural similarities that can enable communication. 1.2. Describe possible cultural barriers to communication. 1.3. Describe how differences in politeness conventions may lead to misunderstanding and misjudgements. 1.4. Use ways to improve communication with people with a different first language.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Coursework	Research or projects that count towards a learner's final outcome and demonstrate the skills and/or knowledge gained throughout the course	Record of observation Learner notes/written work Tutor notes/record Learner log/diary

Quality Assurance of Centres

Offering OCN NI Qualifications

These qualifications are only available through OCN NI recognised centres. If you would like to find out more about either becoming a recognised centre or working in partnership with a recognised centre, please access the "**New Centre Enquiry**" area of the website or contact a member of the Customer Services Team for more information. OCN NI will advise you on the best and most efficient methods for offering these qualifications to learners. All procedures for the use of these qualifications or units of these qualifications, including approval, registration of learners, verification and certification will be completed through OCN NI who will provide an identified member of staff to support your Centre.

OCN NI will produce and publish on an annual basis, the OCN NI Centre Handbook. This document outlines the Qualification/Course delivery arrangements in line with regulatory requirements. In summary our approach to recognising, approving and monitoring centres is informed by the nature and risks associated with particular qualification types and as with the approach adopted by regulators we will use these groupings to help plan how we allocate resources and undertake various activities. Centre staff should familiarise themselves with the Centre Handbook.

Additional Information for Centres

1. OCN NI will provide ongoing support and advice on the use of OCN NI units and qualifications including the requirements for assessment.
2. Approval should always take place through the normal OCN NI processes and will be explicitly recorded.
3. All Centres approved to offer OCN NI units and qualifications will be allocated a unique OCN NI Centre Number.
4. Each Centre should identify a Centre Contact who will be responsible for OCN NI unit and qualifications within the Centre.
5. The Centre Contact must ensure all procedures relating to the delivery of the qualification operate effectively in the Centre.
6. The Centre Contact is the person responsible for confirming and ensuring that the Centre meets all the OCN NI requirements for Centre Recognition.
7. The Centre Contact is responsible for ensuring all relevant OCN NI documentation is distributed as required within the Centre and that the security requirements for External Assessment (where applicable) are adhered.

Assessment

The qualifications are assessed within the centre and are subject to OCN NI's quality assurance processes. Units are achieved through internally set, internally assessed, and internally verified evidence.

Assessors must:
- have a minimum of one year's experience in the occupational area they are assessing
- have direct or related relevant experience in assessment
- have a sound understanding of the current National Occupational Standards (NOS)
- assess all assessment tasks and activities

Internal Verification

The qualifications must be scrutinised through the Centre's internal quality assurance processes as part of the recognised centre agreement with OCN NI. The Centre must appoint an experienced and trained centre internal verifier whose responsibility is to act as the internal quality monitor for the verification of the delivery and assessment of the qualifications.

Note: the Centre must agree a working model for internal verification with OCN NI prior to delivery of any programme.

Internal Verifiers must:
- have direct or related relevant experience in assessment and verification
- attend OCN NI's internal verifier training in order to be approved by OCN NI
- support tutors and assessors through Centre standardisation meetings held within the Centre at appropriate points in the year and records maintained for the external verifier
- sample assessments according to the Centre's sampling strategy
- ensure tasks are appropriate to the level being assessed
- maintain up-to-date records supporting the verification of assessment and learner achievement

External Verification

External verification visits and monitoring activities will be conducted with centres annually to confirm the evaluation of risk and compliance and to ensure the integrity of the qualification.

External verifiers' reports will be based on actual evidence provided by the Centre internal verifier and a selection of sampled assessed evidence from registered candidates. This will inform both OCN NI and the Centre about training needs for tutors, assessors or internal verifiers, if observed within Centres. OCN NI will consider these needs and the actions required to remedy any problems when agreeing the Centre offer for the following year.

External Verifiers:
- will be appointed by OCN NI
- must have direct or related relevant experience in assessment and verification
- must have a sound understanding of the current National Occupational Standards (NOS)

Standardisation

As a process, standardisation is designed to ensure consistency and promote good practice in understanding and application of standards. Standardisation events:

- make qualified statements about the level of consistency in assessment across centres delivering a qualification
- make statements on the standard of evidence that is required to meet the assessment criteria for units in a qualification
- make recommendations on assessment practice
- produce advice and guidance for the assessment of units
- identify good practice in assessment and internal verification

Centres offering units of an OCN NI qualification must attend and contribute assessment materials and learner evidence for standardisation events if requested.

OCN NI will notify centres of the nature of sample evidence required for standardisation events (this will include assessment materials, learner evidence and relevant assessor and internal verifier documentation). OCN NI will make standardisation summary reports available on its website and correspond directly with centres regarding event outcomes.

Recognition of Prior Learning (RPL), exemptions and/or equivalences

Learners will often embark on a qualification with some form of prior achievement and experience and as such OCN NI operates a process whereby these can be recognised so as to remove unnecessary duplication and repetition. Centres should refer to the OCN NI guidance for making Recognition of Prior Learning (RPL), exemptions and/or equivalences which can be located in the Qualification/Course Delivery Manual.

Retention of Evidence

OCN NI has published guidance for centres on the retention of evidence. Details can be accessed via the OCN NI website **www.ocnni.org.uk**

Certification

Certificates will be sent to centres within 20 working days of receipt of correctly completed results marksheet.

It is the responsibility of the centre to distribute certificates to learners promptly and securely.

Charges

OCN NI publish all up to date qualification fees annually in its Fees and Invoicing Policy document. Further information can be found on OCN NI's website **www.ocnni.org.uk**

Progression Opportunities

The OCN NI qualifications in Italian enable progression to the next level at Entry Level, Level 1 and Level 2. They can also open up a variety of career and employment opportunities.

Equality and Inclusion

We have considered the requirements of equalities legislation in developing this specification. Vocational qualifications often require the assessment of a broad range of competences. This is because they are designed to prepare learners for the vocational area being studied.

For further information and guidance relating to access to fair assessment and the reasonable adjustments and special considerations policies, please refer to the OCN NI website.

Qualification Regulation Summary Information

OCN NI Entry Level Award in Italian (Entry 3)

Qualification Number: 601/1332/7

Operational start date: 1st October 2013
Operational end date: 30th June 2019
Certification end date: 30th June 2020

OCN NI Level 1 Award in Italian

Qualification Number: 601/1333/9

Operational start date: 1st October 2013
Operational end date: 30th June 2019
Certification end date: 30th June 2020

OCN NI Level 1 Certificate in Italian

Qualification Number: 601/1334/0

Operational start date: 1st October 2013
Operational end date: 30th June 2019
Certification end date: 30th June 2020

OCN NI Level 2 Award in Italian

Qualification Number: 601/1335/2

Operational start date: 1st October 2013
Operational end date: 30th June 2019
Certification end date: 30th June 2021

OCN NI Level 2 Certificate in Italian

Qualification Number: 601/1336/4

Operational start date: 1st October 2013
Operational end date: 30th June 2019
Certification end date: 30th June 2021

OCN NI Level 3 Award in Italian

Qualification Number: 601/1337/6

Operational start date: 1st October 2013
Operational end date: 30th June 2019
Certification end date: 30th June 2022

OCN NI Level 3 Certificate in Italian

Qualification Number: 601/1338/8

Operational start date: 1st October 2013
Operational end date: 30th June 2019
Certification end date: 30th June 2022

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