Level 1 Award in Understanding the Risks of Cyberbullying when Using Online and Social Media Platforms

Qualification Specification

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Introduction

The Level 1 Award in Understanding the Risks of Cyberbullying when Using Online and Social Media Platforms was developed in response to the worldwide social media safety problem, its aim is to raise awareness of the security and safeguarding risks of using online resources.

An introduction to keeping safe online topics include: risks to personal information when online, risks of online communication and interaction, particularly social media networks, awareness of different types of cyber bullying, grooming and exploitation techniques, the role that teachers, parents and other play in keeping children and young people safe when online, supporting victims of cyber bullying.

The awarding organisation for this qualification is ProQual Awarding Body and the regulatory body is the Office of Qualifications and Examinations Regulation (Ofqual). The specification for these qualifications has been approved by the Welsh Government for use by centres in Wales and by the Council for the Curriculum Examinations and Assessment (CCEA) for use by centres in Northern Ireland. This qualification has been accredited onto the Regulated Qualifications Framework (RQF).

Qualification Profile

Qualification title	**ProQual Level 1 Award in Understanding the Risks of Cyberbullying when Using Online and Social Media Platforms**
Ofqual qualification number	601/3148/2
Level	1
Total qualification time	20
Guided learning hours	10
Assessment	Pass or fail Assessed and verified by centre staff External quality assurance by ProQual verifiers
Qualification start date	1/05/14
Qualification end date	

Entry Requirements

There are no formal entry requirements for this qualification.

Centres should carry out an **initial assessment** of candidate skills and knowledge to identify any gaps and help plan the assessment.

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Qualification Structure

Candidates must complete the Mandatory unit.

Mandatory Units			
Unit Reference Number	Unit Title	Unit Level	GLH
R/506/2148	Understanding the risks of cyberbullying	1	10

Centre Requirements

Centres must be approved to offer this qualification. If your centre is not approved please complete and submit form **ProQual Additional Qualification Approval Application**.

Staff
Staff delivering this qualification must be appropriately qualified and occupationally competent.

Assessors/Internal Quality Assurance
For each competence-based unit centres must be able to provide at least one assessor and one internal quality assurance verifier who are suitably qualified for the specific occupational area. Assessors and internal quality assurance verifiers for competence-based units or qualifications will normally need to hold appropriate assessor or quality assurance verifier qualifications, such as:

- Award in Assessing Competence in the Work Environment
- Award in Assessing Vocationally Related Achievement
- Certificate in Assessing Vocational Achievement
- Award in the Internal Quality Assurance of Assessment Processes and Practices
- Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practices

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Support for Candidates

Materials produced by centres to support candidates should:

- enable them to track their achievements as they progress through the learning outcomes and assessment criteria;
- provide information on where ProQual's policies and procedures can be viewed;
- provide a means of enabling Internal and External Quality Assurance staff to authenticate evidence

Assessment

Candidates must demonstrate the level of knowledge described in the unit. Assessment is the process of measuring a candidate's knowledge and understanding against the standards set in the qualification.

Each candidate is required to produce evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for each unit.

Evidence can include:
- assignments/projects/reports
- worksheets
- portfolio of evidence
- record of oral and/or written questioning
- candidate test papers

Learning outcomes set out what a candidate is expected to know, understand or be able to do.

Assessment criteria specify the standard a candidate must meet to show the learning outcome has been achieved.

Learning outcomes and assessment criteria for this qualification can be found from page 8 onwards.

Internal Quality Assurance

An internal quality assurance verifier confirms that assessment decisions made in centres are made by competent and qualified assessors, that they are the result of sound and fair assessment practice and that they are recorded accurately and appropriately.

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Adjustments to Assessment

Adjustments to standard assessment arrangements are made on the individual needs of candidates.   ProQual's Reasonable Adjustments Policy and Special Consideration Policy sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that ProQual provides for some of these arrangements.

Centres should contact ProQual for further information or queries about the contents of the policy.

Results Enquiries and Appeals

All enquiries relating to assessment or other decisions should be dealt with by centres, with reference to ProQual's Enquiries and Appeals Procedures.

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Certification

Candidates who achieve the requirements for qualifications will be awarded:

- A certificate listing the unit achieved, and
- A certificate giving the full qualification title -

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Claiming certificates

Centres may claim certificates for candidates who have been registered with ProQual and who have successfully achieved the requirements for a qualification. All certificates will be issued to the centre for successful candidates.

Replacement certificates

If a replacement certificate is required a request must be made to ProQual in writing. Replacement certificates are labelled as such and are only provided when the claim has been authenticated. Refer to the Fee Schedule for details of charges for replacement certificates.

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Learning Outcomes and Assessment Criteria

Unit R/506/2148
Understanding the risks of cyberbullying

Learning Outcome - The learner will:	Assessment Criterion - The learner can:
1 Understand the potential risks of using online resources and social media platforms	1.1 Give examples of ways that their personal information can be obtained by, for example, hackers, stalkers, predators, criminals, etc.
	1.2 Identify different forms of cyber abuse
	1.3 Identify the potential risks to themselves when: a) responding to emails b) online gaming c) downloading and sharing files d) using smartphones
	1.4 State the potential consequences that may result if an individual is persuaded to send explicit images to others via text messaging
	1.5 State the impact on an individual if someone obtains and streams on social media websites inappropriate videos or images of the individual
	1.6 Identify how hackers might use personal information, pictures, videos, etc. that have been posted onto social media websites
	1.7 State how users may be tricked into disclosing personal information when using social media websites
	1.8 Identify different types of: • grooming techniques • exploitation techniques used by online predators which can lead to cyberbullying
2 Understand that others play a role in keeping users safe when online	2.1 State why it is important to safeguard users when online
	2.2 Identify ways that: a) teachers b) parents c) others can help to keep children and young people safe when online
3	3.1 Give examples of changes in a person's behaviour that indicate the person is the victim of cyber abuse

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Learning Outcome - The learner will:	Assessment Criterion - The learner can:
Understand that a person's behaviour may change if they are a victim of online bullying	3.2 State what is meant by the term **cyber self harm**
	3.3 Give examples of why a person may anonymously troll or bully themselves online
	3.4 Give examples of situations when they should report others' behaviour when using: • online chat rooms • instant messaging
4 Understand the importance of reporting cyber abuse	4.1 Identify why it is important to report instances of cyberbullying to others, for example to parents, teachers, the police or online support groups
	4.2 State what actions they would take if they, or someone they know, if the victim of cyber abuse
	4.3 List organisations that can provide help and support for reporting cases of cyber abuse
5 Understand the importance of developing and maintaining safe habits when online	5.1 Identify good practice when using social media websites to post messages or upload pictures or photographs
	5.2 Describe good practice for protecting their personal information when using social media to: • post messages • enter personal information • use chat rooms and blogs • upload pictures, photographs or videos
	5.3 State why it is important to develop safe ICT user habits

Assessment

There must be valid, authentic and sufficient for all the assessment criteria. However, one piece of evidence may be used to meet the requirements of more than one learning outcome or assessment criterion.

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