

Computing Science Department
St John's RC High School



About NPA Level 5 PC Passport

This award is designed to develop routine IT skills in a number of areas. The award builds upon basic skills involved with the use of a number of application packages used by employers, thus increasing your employability. The range of applications used includes:

- Word Processing
- Presentation
- Spreadsheets
- Databases

You will also develop skills in the effective use of the Internet and more advanced information handling and e-mail skills. You will be introduced to range of IT systems available and suitability of their use for different purposes. On completion of this award you are expected to have a range of routine IT skills that will be relevant in the workplace, in day to day life or further and/or higher education.

PROGRESSION

Completion of this award will allow candidate to progress to Level 6 PC Passport or to a full NC Award in college.

PC Passport also contributes to vocational IT awards. On successful completion at Level 5 SCQF achieves a vocational award at level 2 and allows progress to progress to level 3.