

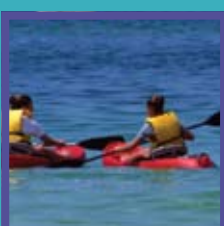


Short Courses

ASDAN Short Courses are the ideal way to recognise and reward young people's personal achievements and skills in a wide variety of curriculum areas.

“...short courses with clearly defined goals maintain young people's interest and give them a sense of achievement...”

Ofsted, March 2010: Reducing the number of young people not in education, employment and training: What works and why



- Qualification outcome:**
- AoPE
 - CoPE
 - Wider Key Skills
- Foundation Learning (FL) outcome:**
- AoPE
- PLTS development:**

Introduction

What are they?

Short Courses are certificated curriculum programmes covering a wide range of subject areas.

Who are they for?

There are no age restrictions, although the main focus is on the 13-19 age group. Short Courses can be used to certificate activities taking place in schools, colleges, youth centres, non-formal education, referral units and training provision.

How long do they take?

Short Courses can be completed over 10, 20, 30, 40, 50 or 60 hours and have a credit rating whereby one curriculum credit equals 10 hours.

What's involved?

Short Courses are straightforward and there is minimal paperwork involved for both the participants and co-ordinator. Participants work from the student book, undertake challenges and collect a portfolio of evidence. This is then internally moderated and certificates for successful candidates can be requested online via the ASDAN website.

“...the most successful providers made sure that their courses were built on small components that could be studied within reasonable timescales...”

Ofsted, March 2010: *Reducing the number of young people not in education, employment and training: What works and why*

What goes into a Short Course portfolio?

The completed student record book including:

- ✓ Record of Progress
- ✓ Plan, Do and Review sheets
- ✓ Summary of Achievement, focusing on skills development
- ✓ Personal statement

Evidence for each completed challenge, which could include:

- ✓ Photos (annotated)
- ✓ Signed witness statements
- ✓ Copies of work done for the challenges
- ✓ CD or DVD recordings
- ✓ Computer files (e.g. PowerPoint presentations)



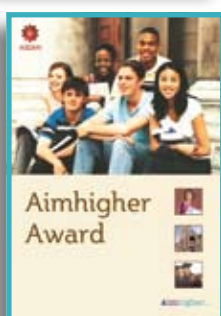
What's on offer?

All the Short Courses listed below have the same structure and nearly all contain a number of modules. To show the full range of opportunities available the modules are listed against each title.



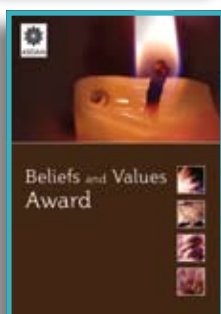
Adventure and Residential

Off on a trip - Planning and Going; Aspects of Trips and Visits; Museums, Galleries and Heritage; Evaluation.



Aimhigher

What is Higher Education?; How do you get into Higher Education and why go?; Studying and Student Life; Higher Education and the International Dimension.



Beliefs and Values

Values, Beliefs and Decision Making; Environment; Crime and Punishment; Peace and Conflict; Creed; Inspiration.



Citizenship

Rights and Responsibilities; Individuals and Communities; Government and Democracy; Laws and the Courts; Finance, Work and the Media; Global Citizenship.



Disability and Sports Awareness

Disability Awareness; Sport for All; Celebrating Sporting Achievements.



English Language

Developing Communication Skills; Speaking and Listening; Reading and Writing Styles; Writing for a Purpose; Reading for a Purpose.



Enterprise

Entrepreneurial Skills; Enterprise Planning; Enterprise and Business; Enterprise in Action; Enterprise Evaluation.

Developed in partnership with the Network For Teaching Entrepreneurship.



Environmental

Environmental Review; Raising Awareness; Planning and Doing; Managing and Monitoring.

Developed in partnership with Eco-Schools.



Experience of Work

Exploring Choices; Preparing for the Workplace; Being at Work; International.



Expressive Arts

Explore; Create; Arts in Action; Working in the Arts; Review.



International

International Awareness; Visits and Exchanges; Cultural Activity; Global Issues.



Mathematics

Probability and Statistics; Money; Number; Shape and Space; Algebra; Mathematical Discovery.



Peer Mentoring

Peer Mentoring Training; Peer Mentoring Practice; Peer Mentoring Review; Peer Mentoring Leadership.



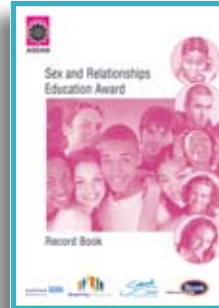
Personal Finance

Money In and Money Out; Keeping Track; Looking Ahead; Choices, Choices; Making the World Go Round?



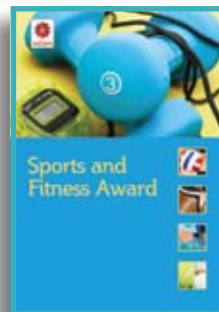
PSHE

Healthy and Safe Food; Conflict Resolution; Drugs and Alcohol; Personal Wellbeing; Sex and Relationships; Becoming a Parent; Economic Wellbeing.



Sex and Relationships Education

Relationships; Sexual Behaviour; Contraception; Sexual Health.



Sports and Fitness

Sports Skills and Participation; Fitness; Coaching and Officiating; Sports Study.



Activities with Peer Tutoring

This Short Course is not module-based and can be used for almost any activity. It also allows for the recognition of Peer Tutoring.



Volunteering

This Short Course allows young volunteers to gain recognition for taking part in any kind of unpaid work or community project.

For further information about any of these Short Courses, visit:
www.asdan.org.uk/short_courses

Step-by-step guide

A step-by-step guide for co-ordinators on how to set up, plan, deliver and certificate ASDAN Short Courses:

1 **Attend** an ASDAN Short Course **workshop** to gain a thorough understanding of how Short Courses are structured, moderated and delivered. Book online at: www.asdan.org.uk/workshops

2 **Register** your centre with ASDAN. Do this online at: www.asdan.org.uk/centre_reg.php
Register for Short Courses only at £75 +VAT per annum or take out a full ASDAN registration for £250 +VAT to cover all programmes and qualifications.*

3 **Buy** the required number of student record books. You can do this online through the ASDAN Online Catalogue at: www.asdan.org.uk/catalog/index.php

4 **Decide** how many curriculum credits you would like your young people to achieve and then plan which challenges they are going to do to reach their target.

5 **Support**, guide and encourage your young people as they carry out their challenges and collect the evidence.

6 **Assist** in the completion of their portfolios. See the introduction for details of what each Short Course portfolio should contain.

7 Internally **moderate** to ensure each completed portfolio contains all the requirements.

8 **Request** certification from ASDAN via the online Certificate Request Form in the Secure Area of the website.

9 **Present** the successful candidates with their certificates and celebrate their achievements with them.



* Prices are valid until August 2011

Routes to Qualifications

ASDAN Short Courses can be used to achieve GCSE equivalent Qualifications from ASDAN:

