



Move On to World Class Skills numeracy promotional pack

This pack is aimed at anyone who has a responsibility for promoting numeracy and encouraging more adults to take up the offer of brushing up their numeracy skills and gaining an up-to-date qualification. This promotional activity could be in any setting, including a college, community venue or workplace, and the audience could include potential new learners, existing students progressing on to other courses, volunteers, and employers and employees in the workplace.

The following materials provide a range of approaches and resources for promoting numeracy to a range of potential learners in a variety of settings. Each resource is available to download or order, free of charge, from the Move On web site. For each resource there is a brief description of how it could be used, together with a link to the resource at www.move-on.org.uk. (Please note that you need to log on to the web site to use the links.)

Checklists

1 Workplace skills checklists

Workplace skills checklists are a simple way to promote the relevance of Skills for Life and identify the specific numeracy skills required in a vocational sector, NVQ, specific workplace or job role. The checklists can be used:

- to show the range, scope and relevance of numeracy – what numeracy includes
- by brokers and business development teams when talking to an employer about numeracy and linking this to business needs
- directly with employers to show the relevance of numeracy to their workplace
- to show employers, employees, vocational learners and NVQ candidates the vocational relevance and benefits of developing numeracy skills, e.g. at an induction or taster session.

The [workplace skills checklists](#) are presented as a mixture of maths and English skills, and in a random order of importance and difficulty. However the maths examples can be extracted and used separately.

There are currently five checklists on the Move On web site, covering the following areas:

- care
- construction
- logistics
- transport
- generic work-related skills

Put a set of instructions in order.	Read and fill in a fluids balance chart and other charts.
Speak confidently to a relative of a resident on the phone.	Count reliably in batches in a stock check.
Read and understand a health and safety notice or the home guidelines on confidentiality.	Work out the ratio of a mix of ingredients in a food supplement drink.
Report clearly to colleagues at handover time.	Add and subtract amounts of cash.
Read, understand and complete timesheets and work-related documents.	Understand the importance of accuracy in number calculations.
Exchange a short e-mail with a colleague.	Shop for residents and give change correctly.

2 Using maths checklists

[This resource](#) is a reference guide and gives more detailed information about using the different Move On maths checklists.

3 'Does maths matter?' checklist

[This checklist](#) is aimed at the individual learner or potential learner and encourages completion of a checklist considering generic and work-related maths skills. It could be used as part of a group activity, during a one-to-one meeting or completed independently.

4 'Maths for parents' checklist

[This checklist](#) gives examples of maths skills related to being a parent. It can be used to encourage parents, either in a group or individually, to reflect on their own maths skills and identify where they feel confident or would like to improve their skills.

5 'Maths on the menu' checklist

[This checklist](#) gives examples of maths skills related to food and cooking. It can be used to encourage adults, either in a group or individually, to reflect on their own maths skills and identify where they feel confident or would like to improve their skills. It would be particularly suitable for those working in the catering industry or catering students.

Quizzes

Quizzes are a quick and effective way to get people interested in maths, and for them to have a go at some maths test questions in a fun format. There are nine questions on each Move On or Get On At Work quiz, giving individuals a bite-size taster of maths questions.

Quizzes can be used:

- at specific events designed to promote Skills for Life, e.g. Adult Learners' Week activities
- at enrolment sessions to raise awareness with students on all courses
- at meetings to engage those present and to initiate a discussion around Skills for Life
- at workshops and conferences as part of other activities
- in induction packs for learners.

The critical success factor for using the quizzes is planning how they are to be used. Consider what happens next – if they are just on tables at events or in workshop or enrolment packs, those receiving them or picking them up need to know what they relate to and what they should do next.

There is an answer sheet available for all Move On quizzes.

1 Using quizzes to raise awareness of the importance of numeracy

[This guide](#) explains the purpose and audience of maths quizzes, as well as providing possible themes for quizzes and the common answer key for all the Move On and Get On At Work quizzes.

2 Entry 3 numeracy maths quiz and answers

[This quiz](#) has questions pitched solely at Entry 3, so the quiz can be targeted at specific learners or potential learners. Entry 3 is the level identified as the required level to achieve ‘functional maths’ in the World Class Skills framework and is therefore a significant government target.

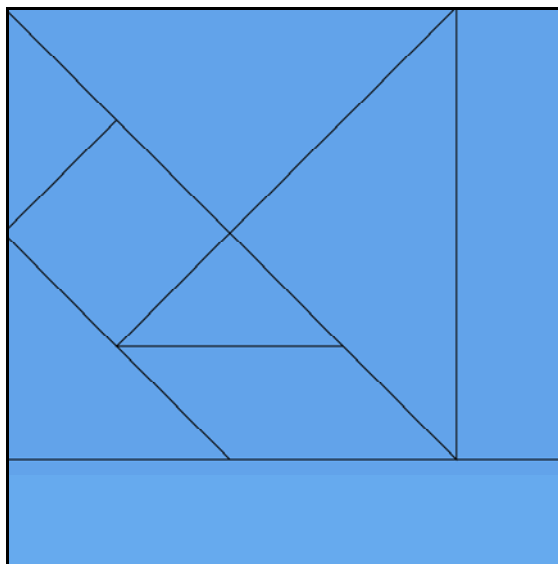
3 Level 1 and Level 2 numeracy quizzes

There are 17 [Move On and Get On At Work quizzes](#) available on the Move On web site. Some quizzes have a workplace focus and some have a sector-specific focus. Others have more general questions. The following numeracy quizzes are available:

- Focus on Events – Level 1
- Focus on Home and Away – Level 1
- Focus on Horticulture – Level 2
- Focus on London – Level 2
- Focus on Sharks – Level 2
- Focus on Social Care – Level 1 and 2
- Focus on Sport – Level 1
- Focus on Trowel Occupations – Level 2

4 Using the maths quiz puzzle

[This resource](#) explains how to use the Move On tangram to support activities with the quizzes. It also gives information on how to order the tangram free of charge.



5 ‘Does maths matter in Train to Gain?’ quiz

[This quiz](#) includes questions that make specific links between maths skills and vocational training. The questions come from different vocational areas and could be used with Train to Gain brokers, provider and managers, as well as employers, to highlight the importance of improving maths skills alongside gaining vocational qualifications.

6 ‘Does maths matter?’ numeracy awareness quiz

[This quiz](#) can be used to raise awareness about the impact of improving maths for personal and professional benefit. Some of the questions come from the findings of the 2003 Skills for life survey. This quiz would work well as a scene setting activity or as an introduction to the importance of brushing up maths skills.

Takeaways

1 About the Move Up Maths Takeaway

The maths takeaways are a collection of ideas to engage potential learners with maths. The skills focus is at Entry 3.

This one-page summary provides an introduction to the [Move Up Maths Takeaway](#), including sections on:

- what is it?
- why do it?
- how can the Maths Takeaway be used?

Maths Takeaway

This month's special **Starters** **Main course**

Getting in shape

Did you know ...

- Levels of obesity have tripled in England since 1980. Over half of women and about two-thirds of men are either overweight or obese. (National Audit Office)

On the other hand ...

- Physical activity is identified as positively contributing to the prevention and management of over 20 chronic diseases and conditions, including coronary heart disease, diabetes, cancer, mental health and obesity.
- People who are active are 1.9 times less likely to have a heart attack than inactive people. (World Health Report, 2002)

Can you ...

- compare the saturated fat content of your regular yoghurts with the low fat variety?
- work out how long you have to swim to burn off the calories in a bag of crisps?
- find the sugar content of cereal by reading the nutritional information on the box?
- work out the cost of an exercise bike that has 20% off in the sales?
- weigh and measure ingredients for a new healthy recipe that you are going to try?
- work out how much you would save in bus fares if you walked to work instead of getting the bus or driving for a month?

You can check out your maths skills further by doing the mini-test at: www.move-on.org.uk/testyourskills.asp

You can join a free group to improve your maths and gain a national qualification. Ask at the library, your local college or learning centre, ring 0800 100 900 or look on the Move On web site to find a local test centre.

Fruit and veg

Fruit and veg should make up a third of the food you eat. Aim to eat at least five portions of fruit and veg every day. These can be fresh, frozen, tinned, dried or cooked, and a glass of fruit juice can also make up one of your portions each day. But what is a portion?

As a guide, a portion means:

- one apple or banana
- two smaller fruit such as plums
- two to three tablespoons of veg.

Use the table below to keep a 'five a day diary' for five days.

	Day 1	Day 2	Day 3	Day 4	Day 5
1					
2					
3					
4					
5					

For more information on healthy eating visit www.eatwell.gov.uk or www.Sadys.nhs.uk.

2 Maths takeaways

There are currently twelve [maths takeaways](#) available to download from the Move On web site. They cover the following topics:

- Around the world
- Back to school
- DIY
- Eco maths
- Getting in shape
- Holiday maths
- In the garden
- Learning at work
- Maths on the menu
- Maths saves money
- Olympics
- X-maths

3 Using and developing maths takeaways, and a template for maths takeaway

There is a framework to help you [develop your own promotional maths takeaway](#) in any topic area that is relevant to your potential audience, together with a [maths takeaway template](#) with prompts on how to complete each panel of the takeaway 'menu'.

Fliers

The Move On fliers are a series of glossy A5 handouts, which can be used as part of a presentation, induction or training session or left in open access areas for learners and potential learners.

1 Move On with your learners flier

[This flier](#) gives information about the *Move On with your learners* courses, which are aimed at assessors and trainers who want to brush up their own maths skills at Level 2, while developing strategies to support learners.

2 Move On Learner Route flier

[This flier](#) gives links and information about the Move On Learner Route – a free online learning tool that can be used independently or to support another skills development programme.

The Learner Route covers numeracy skills development from Entry 3 to Level 2.

The Move On Learner Route
Free online learning that suits **your** lifestyle

Developing your English and maths skills and working towards a national qualification is as simple as:

- 1** Go to www.move-on.org.uk
- 2** Click here
- 3** Register here

move on logo:

QIA Quality Improvement Agency logo:

3 Move Up to maths flier

[This flier](#) contains information on who can promote maths and gives a brief summary of the Move On resources to support numeracy promotion.

Other materials

1 Move On screensaver

[This screensaver](#) can be downloaded as it is or in a version that can be customised. It can be used on an internal company IT system to highlight numeracy.

The screensaver has an on-screen test question, which signposts the user to try the Move On mini-test and check their skills.

The National Toolkit Test

Over a week, the petrol consumption for a family car is as follows:
The average consumption per day is

If you can answer this, you're one question nearer a Maths qualification.

Days	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Litres	5	6	3	5	6	5	0

A. 3 litres
B. 4 litres
C. 5 litres
D. 6 litres

Back Next Print Exit Test

2 Test the . . . manuals and materials

Test the . . . is a campaign approach to promoting Skills for Life learning opportunities. The *Test the . . .* section of the Move On web site provides manuals to support this approach from conception to evaluation, for the general public ([Test the Town](#)) and within the workplace ([Test the Company](#)). A variety of promotional materials have been designed to support the *Test the . . .* approach, including posters, fliers, handouts, etc., which can be downloaded from the site and customised to reflect specific locations/activities. There is also a range of logos that might provide inspiration for further *Test the . . .* activities, such as Test the Team, Test the Office or Test the County.

3 Scratchcards

There are three scratchcards available to order free of charge:

- Move On – focusing on English and maths at Level 1 and 2
- Get On At Work – also at Level 1 and 2, but with a workplace focus
- Move Up – focusing on Entry 3 skills

The answers and further information are on the reverse of the card.

They can be used:

- at specific events designed to promote Skills for Life, e.g. Adult Learners' Week activities
- at enrolment sessions to raise awareness
- at meetings to engage those present and to initiate a discussion around Skills for Life
- in induction packs for learners on Skills for Life and other programmes.

get on at work **You can do it**
They did

Read the questions below and check your answers by scratching the silver box.

1. A pushbike courier cycles between 35 and 50 miles a day to make 20 deliveries. The courier is paid £3.50 for each successful delivery. How much would the courier earn for making 20 deliveries?

A £60.00 ● C £70.00 ●
B £65.00 ● D £80.00 ●

2. Which of the following sentences is grammatically correct?

A The government will helping new business. ●
B When the alarm goes, staff must leave by the nearest exit. ●
C Each worker are responsible for their own set of tools. ●
D Sparclean has develop a new industrial cleaner. ●

3. Fancy walking 12 miles over rough ground in 2.5 hours with a 44 lb backpack, and another 9 lb carried on your front? This is the challenge of the Army's Combat Fitness Training. What would be the mean speed for a successful walk?

A 4.1 mph ● C 4.8 mph ●
B 5 mph ● D 5.1 mph ●

LSIS
Learning and Skills
Improvement Service

move on

Order the scratchcards on the Move On web site, using the [online order form](#).

4 Summary of Entry Level qualifications

Several awarding bodies offer qualifications at Entry 3, using a range of assessment models. Some awarding bodies are currently developing Entry 3 on-screen tests. [This document](#) gives a summary of qualifications.