



Excelon
Learning

Functional Skills

Level 3 Award in English for Literacy and Language Teaching

FOCUS AWARDS 





Course Description

Level 3 Award in English for Literacy and Language Teaching is a specialist award that helps trainee teachers acquire an understanding of language skills like Reading, Writing, Listening and Speaking to assist learners with English literacy and language skills. Our functional skills qualification in English is centered on the comprehension of the way adults acquire reading, writing, speaking, and listening skills and how these skills can be practiced and developed for successful language teaching.

Moreover, this Level 3 literacy teaching course is primarily focused on English literacy and language development for the enrolled learner's own practice programme as opposed to being a general teaching qualification. The main ideas learners will be able to explore as part of this English Level 3 course include language structures, linguistic devices, reading and writing skills as well as critical/active listening.

Course Structure

The **Level 3 Award in English for Literacy and Language Teaching** consists of **four units**.

UNIT
01

Using Analysing English
language for literacy
and language teaching

UNIT
02

Using Reading skills for
literacy and language
teaching Subjects

UNIT
03

Speaking and listening
skills for literacy and
language teaching

UNIT
04

Writing skills for literacy
and language teaching



How We Support You – Our Support and Delivery Model

Our courses are designed to be accessible, supportive, and suitable for learners at all levels. All learning materials are written in clear, straightforward language to help learners build understanding and confidence.

Courses are delivered entirely through **self-paced distance learning** via our online platform, enabling learners to study flexibly alongside work, education, or personal commitments.

Learners have continuous access to tutor support throughout their course. Tutors can be contacted via the VLE or email, with responses typically provided within 24 to 48 hours.

Additional **on-demand support sessions** may be arranged where required. Regular **live webinars** are also offered, subject to tutor availability, providing opportunities for engagement, questions, and reinforcement of learning.

Assessment Process

Assessment is completed through:

Written assignments including reflective and analytical essays.

The practical component of the course would require evidence of speaking and listening skills demonstrated through a presentation.

There are **no formal examinations**. Assessment focuses on demonstrating understanding, awareness, and the ability to apply knowledge appropriately.

Course Duration

The course offers self-paced modules. It can be completed within **2 weeks or over a duration of 4 months** based on the learner's own pace. However, the course access expires after a year and a re-enrolment charge is applicable.



Our Process

01.

Choose & Pay for Your Course Online

Select your desired course and payment method online. Opt for either full payment or convenient monthly instalments where available. Complete your payment after filling out the application form.

02.

Fill Out the Enrolment Form

After payment, you will be prompted to complete the enrolment form. This form gathers all necessary details required for your registration with the awarding organisation.

03.

Access the VLE – Moodle

Start your course on our user-friendly Virtual Learning Environment (VLE). Here, you will find all learning materials, resources, and guidance required to support your studies. Your dedicated tutor will guide you through the process and provide feedback throughout your learning journey.

04.

Submit Assignments & Receive Feedback

Engage in the learning process by submitting assignments through the VLE. Your assigned tutor will provide constructive feedback to help you refine your work and make progress in your studies.

05.

Successfully Complete Assignments

Work diligently to complete all required course components and assessment tasks. Your commitment and effort will contribute to successful course completion.

06.

Obtain Your Accredited Certificate

Upon successfully completing the course, your work will undergo internal quality assurance and external verification. Once approved, you will receive an Ofqual-regulated accredited certificate recognising your achievement.



Course Brochure Takeaways

A nationally recognised Level 3 qualification in English literacy and language teaching

Ideal for those supporting learners with English language and literacy skills

Flexible online, self-paced study

No formal exams – assessed through assignments and practical presentation

Develops skills in reading, writing, speaking, and listening for teaching

Supports progression into specialist teaching and literacy support roles

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Apply Now