

Level 2 Extended Certificate in Digital and IT Skills

Location	Stretford Campus
Course Type	College 16-18
Department	Computing
Start Date	Tuesday 1st September 2026
Course Code	TFP-CP2S-1100

Course Overview

This qualification is designed to equip students with essential digital and IT skills required for modern workplaces. It supports progression into employment, apprenticeships, or further study in the digital sector. Learners will gain practical experience in using a range of software tools and explore emerging technologies that are shaping the future of work.

Course Requirements

4 GCSE's Grade 3 or above (including English Language and maths).

What You Will Learn

Digital Know-How

- Discover how businesses use social media to connect with customers
- Learn to create slick presentations that grab attention
- Explore interactive media and design content that stands out

Smart Tech Skills

- Build and manage your own databases
- Master spreadsheets to analyse data like a pro
- Get hands-on with project management tools used in real workplaces

Future-Focused Learning

- Dive into new and emerging technologies shaping tomorrow's world
- Plan your next steps with career progression guidance in digital and IT

Boost Your Confidence

- Work on practical tasks that mirror real-life challenges
- Build teamwork, communication, and problem-solving skills
- Get ready for apprenticeships, further study, or your first job in digital technology

Assessment

This qualification is assessed through a portfolio of evidence, allowing students to demonstrate their skills and understanding through practical tasks and coursework.

Grading:

The qualification is graded as Pass or Fail.

Examinations:

There are no formal exams required for this course.

Progression

After completing this qualification, you will be ready to take your digital skills to the next level. Here are some exciting routes you can explore:

T Level in Digital Support and Services: Cyber Security

T Level in Digital Production, Design and Development

Level 3 AAQ National Extended Certificate in Information Technology

Career Options

You will gain a solid foundation in key areas of digital technology, along with an introduction to the practical skills needed to succeed in the digital sector.

This qualification also supports career development in industries where digital competencies are increasingly essential-such as finance, marketing, manufacturing, and engineering-making it a versatile stepping stone for a wide range of roles.

Mandatory Units

Digital Skills Career Progression
Project Management
Database Design and Development
Spreadsheet Software
Social Media Marketing
Presentation Software
Exploring New and Emerging Technologies
Interactive Media

Contact Details

For further information please contact T: 0161 886 7070 or E: info@trafford.ac.uk

Disclaimer

Although every care has been taken to ensure that the information contained within this document is accurate, there may be changes to this programme and provision. We will endeavour to keep prospective and current students updated where appropriate and when the information becomes available.