

Level 1 Functional Skills



City and Guilds



Specification Link

- https://www.cityandguilds.com/-/media/productdocuments/skills_for_work_and_life/english_mathematics_and_ict_skills/4748/centre_documents/qualification-handbooks/4748-qualification-handbook-level-1-and-2-mathematics-v1-2-pdf.pdf

Topics Part 1

Level 1 - using numbers and the number system – whole numbers, fractions, decimals and percentages
1. Read, write, order and compare large numbers (up to one million)
2. Recognise and use positive and negative numbers
3. Multiply and divide whole numbers and decimals by 10, 100, 1000
4. Use multiplication facts and make connections with division facts
5. Use simple formulae expressed in words for one or two-step operations
6. Calculate the squares of one-digit and two-digit numbers
7. Follow the order of precedence of operators
8. Read, write, order and compare common fractions and mixed numbers
9. Find fractions of whole number quantities or measurements
10. Read, write, order and compare decimals up to three decimal places
11. Add, subtract, multiply and divide decimals up to two decimal places
12. Approximate by rounding to a whole number or to one or two decimal places
13. Read, write, order and compare percentages in whole numbers
14. Calculate percentages of quantities, including simple percentage increases and decreases by 5% and multiples thereof
15. Estimate answers to calculations using fractions and decimals
16. Recognise and calculate equivalences between common fractions, percentages and decimals
17. Work with simple ratio and direct proportions

Topics Part 2

Level 1 - using common measures, shape and space
18. Calculate simple interest in multiples of 5% on amounts of money
19. Calculate discounts in multiples of 5% on amounts of money
20. Convert between units of length, weight, capacity, money and time, in the same system
21. Recognise and make use of simple scales on maps and drawings
22. Calculate the area and perimeter of simple shapes including those that are made up of a combination of rectangles
23. Calculate the volumes of cubes and cuboids
24. Draw 2-D shapes and demonstrate an understanding of line symmetry and knowledge of the relative size of angles
25. Interpret plans, elevations and nets of simple 3-D shapes
26. Use angles when describing position and direction, and measure angles in degrees

Topics Part 3

Level 1 - handling information and data
27. Represent discrete data in tables, diagrams and charts including pie charts, bar charts and line graphs
28. Group discrete data and represent grouped data graphically
29. Find the mean and range of a set of quantities
30. Understand probability on a scale from 0 (impossible) to 1 (certain) and use probabilities to compare the likelihood of events
31. Use equally likely outcomes to find the probabilities of simple events and express them as fractions

How Will I Do This?

PowerPoints explaining what needs to be done.

Then working out the answers on the PowerPoint.

There will be one PowerPoint per topic.

At the end, I will do PowerPoints working out past papers and exam questions.

Exam Breakdown

Two papers.

1 non calculator.

1 calculator.

Non Calculator and Calculator

Non Calculator.

25% or $\frac{1}{4}$ of the
marks come
from this.

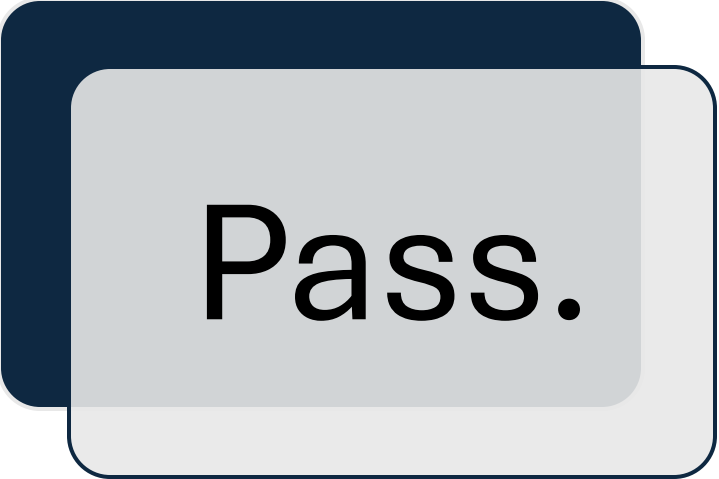
25 minutes.

Calculator.

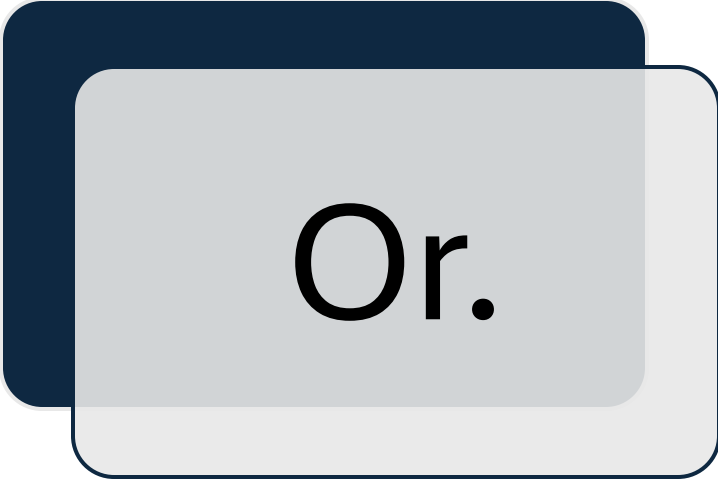
75% or $\frac{3}{4}$ of the
marks come
from this.

1 hour 20
minutes.

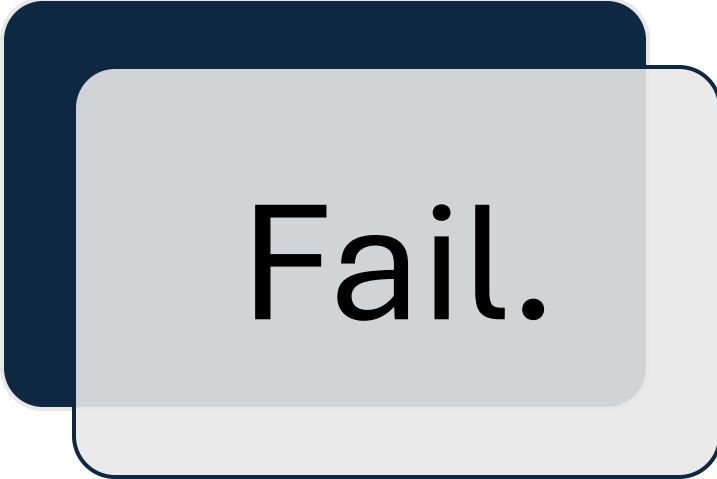
Level 1 Grading



Pass.



Or.



Fail.