

LCCI

International
Qualifications from EDI

LCCI International Qualifications Update

January 2012

April 2012

July 2012

October 2012



Congratulations to all LCCI IQ Medallion and Certificate of Excellence winners, awarded in recognition of their outstanding achievement in 2011.

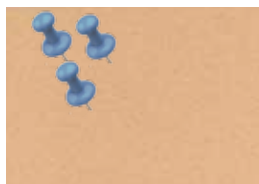
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July 2012

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Keep up-to-date with all the news and new developments of LCCI International Qualifications by reading the free quarterly LCCI International Qualifications Update.

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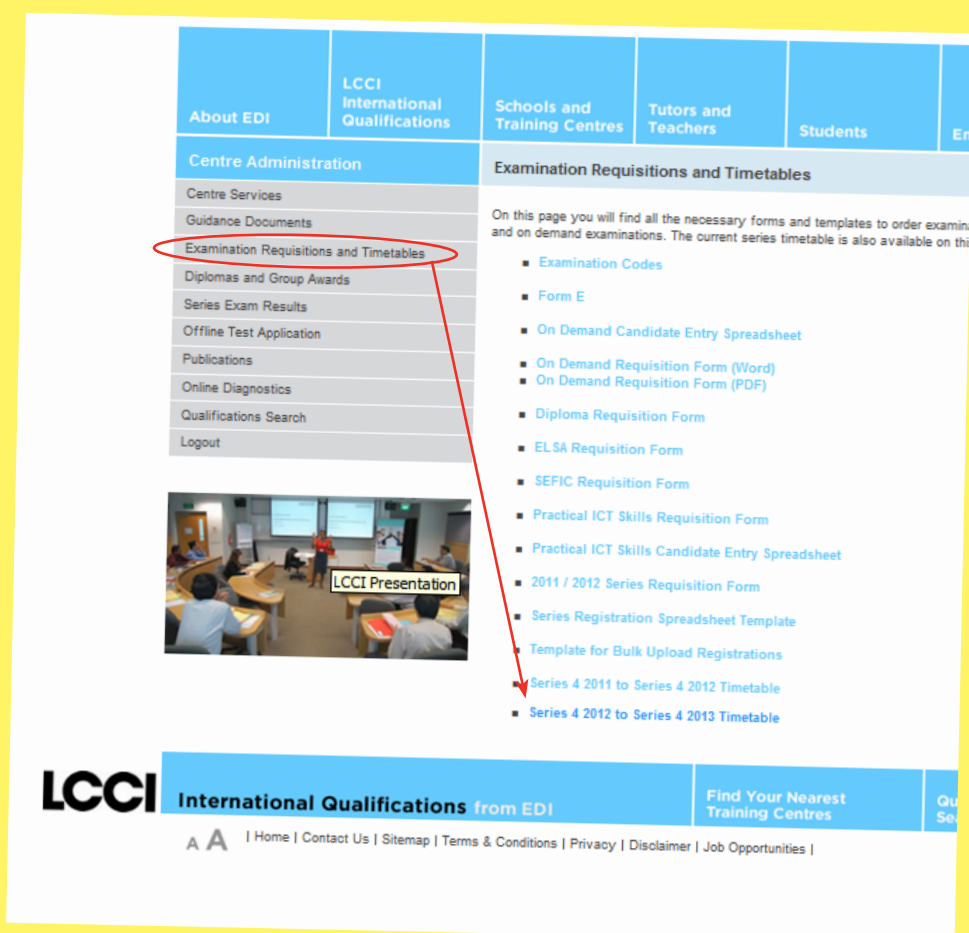
Email. internationalenquiries@ediplc.com

www.lcci.org.uk

NOTICE BOARD

LCCI International Qualifications Operations Guide

The LCCI operations guide will be available from January 2013. For details on Series timetables please log in to the secure area of the LCCI website and click on the 'Examination Requisitions and Timetables' tab.



About EDI	LCCI International Qualifications	Schools and Training Centres	Tutors and Teachers	Students	En
Centre Administration		Examination Requisitions and Timetables			
Centre Services		On this page you will find all the necessary forms and templates to order examinations and on demand examinations. The current series timetable is also available on this page.			
Guidance Documents		<ul style="list-style-type: none"> ■ Examination Codes ■ Form E ■ On Demand Candidate Entry Spreadsheet ■ On Demand Requisition Form (Word) ■ On Demand Requisition Form (PDF) ■ Diploma Requisition Form ■ ELSA Requisition Form ■ SEFIC Requisition Form ■ Practical ICT Skills Requisition Form ■ Practical ICT Skills Candidate Entry Spreadsheet ■ 2011 / 2012 Series Requisition Form ■ Series Registration Spreadsheet Template ■ Template for Bulk Upload Registrations ■ Series 4 2011 to Series 4 2012 Timetable ■ Series 4 2012 to Series 4 2013 Timetable 			
Examination Requisitions and Timetables					
Diplomas and Group Awards					
Series Exam Results					
Offline Test Application					
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LCCI Presentation

LCCI International Qualifications from EDI

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University Recognition for Level 3 Specialised Diplomas

As part of our commitment to provide progression routes for our candidates, we have been consulting with universities to gain recognition for the Diploma qualifications.

EDI is now pleased to announce that the following universities have recognised the Level 3 Specialised Diplomas for entry to year 1 of relevant undergraduate programmes:

Middlesex University

University of Gloucestershire

Manchester Metropolitan University

University of the West of England

For information on the specific undergraduate courses, please visit the Diploma page of our website, www.lcci.org.uk.

We are continuing to work with universities and will announce additional progression routes in the near future.

Series 4 2012

5-9 November 2012

Registration closing date:

24 September 2012

In some countries registration closing dates may differ from the dates set by EDI. Please check with your national office or Co-ordinating Authority to determine regional registration deadlines.

Renaming of credit grade in LCCI IQ Examinations

In order to comply with the requirements of Ofqual (the regulator of UK Awarding Organisations), the current credit grade will be renamed 'merit'. This change applies only to the name, and there will be no change to how students' work is assessed, or to the standards applied.

We are currently updating our syllabuses, other qualification support documents and our website to reflect this change.

The change will apply to all relevant certificates issued after 1 June 2012.

The next issue of the LCCI update will be available in October 2012

FINANCIAL AND QUANTITATIVE QUALIFICATIONS

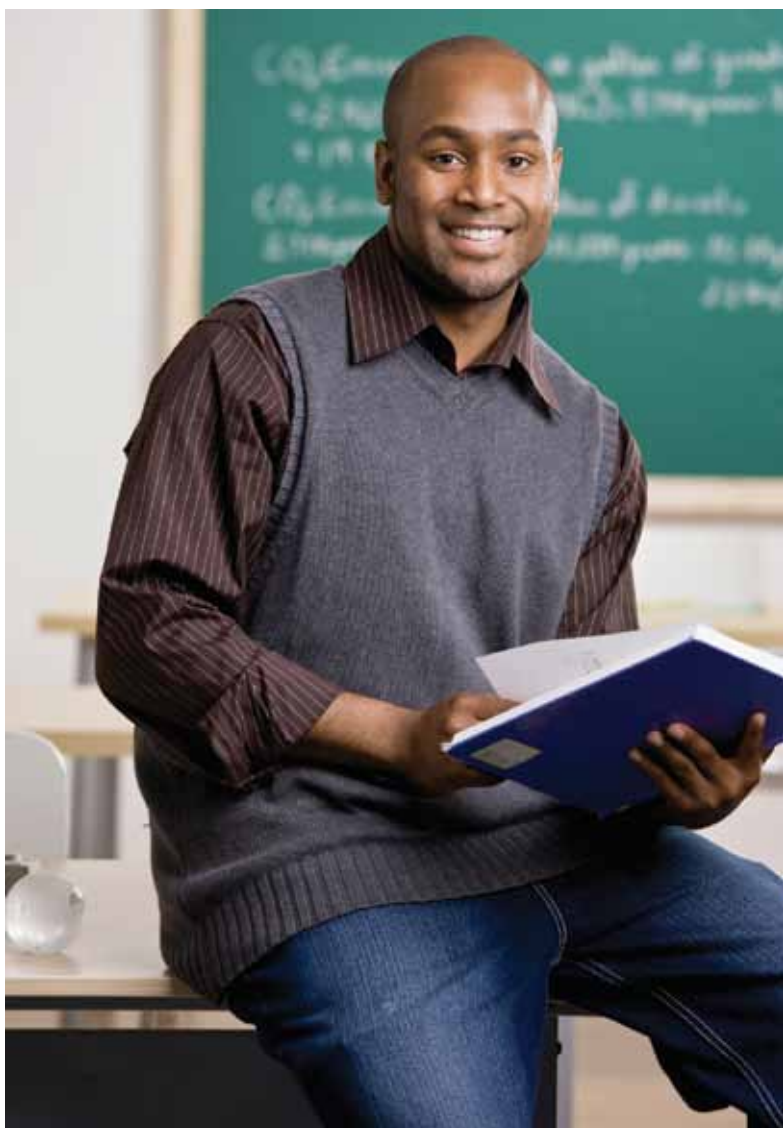


Teaching Resources for Level 4 Diploma in Accounting and Finance available now!

EDI is pleased to announce that its teaching resource for the Level 4 Diploma in Accounting and Finance is now available for download from the LCCI website, www.lcci.org.uk. The resource emphasises the need for developing candidates' higher order thinking skills and preparing them to cope with the cognitive demands of the Level 4 assessments. It also includes sample questions and answers to show how candidates are expected to apply these skills when answering questions.

ENGLISH LANGUAGE QUALIFICATIONS

Level 5 Certificate in Teaching English as a Foreign Language



EDI is currently reviewing the Level 5 Certificate in Teaching English as a Foreign Language and as a result the following changes will be made to the qualification.

- It will be graded as Pass/Fail instead of Fail/Pass/Merit/Distinction
- There will be minor changes to the wording and presentation of the learning outcomes and assessment criteria within the units, as well as changes to the organisation of the units within the specification. This is to ensure that the assessment requirements are clear and to provide more guidance to teachers in the delivery and assessment of the qualification.

These changes do not impact on the topics covered, the assessment methodology or the standards applied in assessing candidates' performance.

The updated specification and any other qualification-related materials will be available on the LCCI website in September 2012.

JETSET

JETSET LEVEL 6

EDI would like to highlight a change to the timing for the JETSET Level 6 Writing examination. It has now been changed from 90 minutes to 105 minutes. An updated version of JETSET syllabus is now available on the website.



LCCI Testbuilders

Macmillan LCCI English for Business Testbuilders are the primary publication on our recommended reading list for LCCI English for Business qualifications.

Macmillan Testbuilders are designed to support students who wish to enhance their language skills and prepare for English for Business examinations. The books include a full range of authentic, previously unpublished examination tests, covering all four language skills.

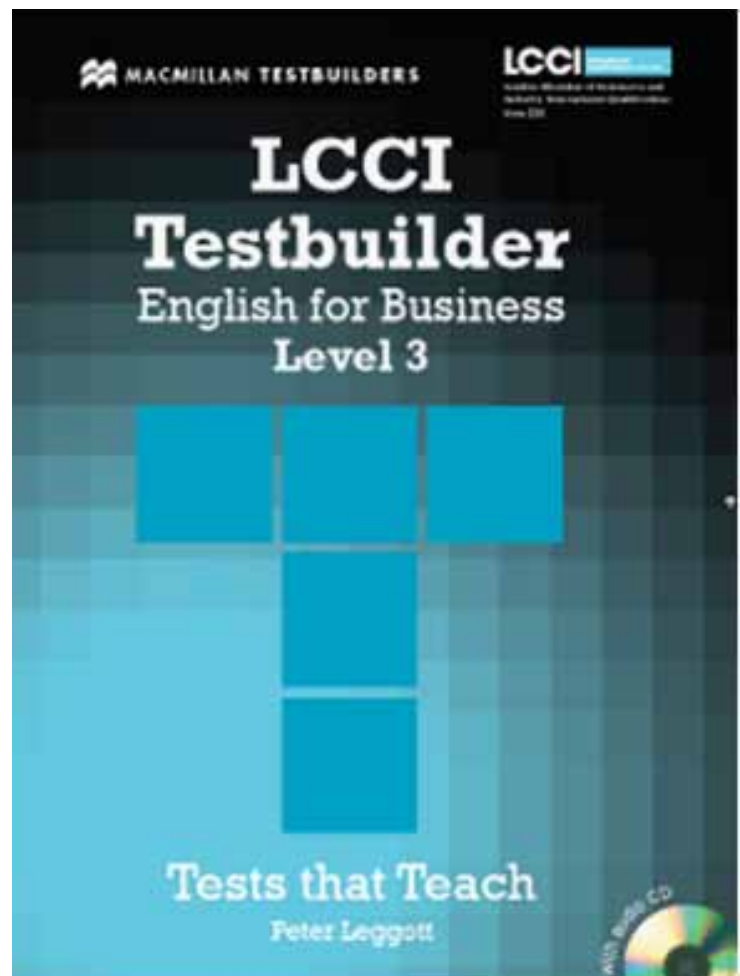
Each book includes:

- Four Reading and Writing tests
- Free audio CD consisting of two listening tests
- Material for two Speaking tests
- Further Practice and Guidance Pages
- Answer Key (includes listening transcripts)

Testbuilders books are available at:

- Level 1 (CEF A2-B1)
- Level 2 (CEF B1-B2)
- Level 3 (CEF B2-C1)

Macmillan LCCI Testbuilders can be purchased from Macmillan's website www.macmillanenglish.com.



Level 3

English for Accounting



Ideal for you if you:

- are a **non-native English speaker** working or intending to **work in an accounts-related function** where you have to communicate using book-keeping and accounting vocabulary and terminology in English
- are pursuing or have already passed **LCCI financial qualifications** and wish to further extend your skills and abilities

For more information visit www.lcci.org.uk



BUSINESS, ADMINISTRATION AND IT QUALIFICATIONS

New Student Revision Books

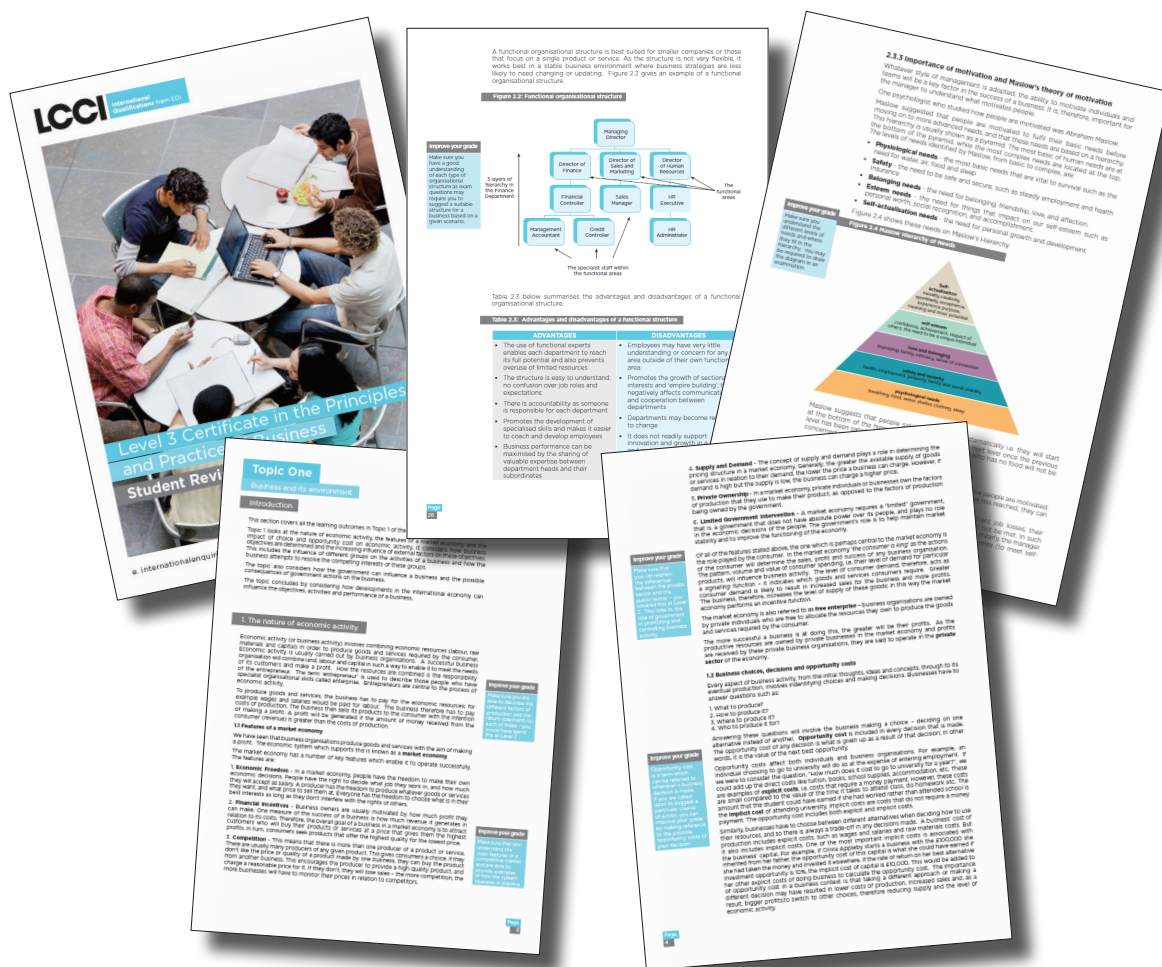
EDI is pleased to announce that new Student Revision Books for the following qualifications are now available for free download from our website:

- Level 3 Certificate in Business Principles and Practice
- Level 3 Award in Introduction to Business Strategy and Planning
- Level 3 Award in Measuring and Improving Business Performance

These Student Revision Books outline the key points arising from each learning outcome and provide

explanatory notes, tables and diagrams to clarify concepts and show relationships between different concepts and principles. The Revision Book for Level 3 Business Principles and Practice also includes an examination guidance section to help candidates improve their understanding of the examination requirements, as well as improve their examination technique.

These books can be used for self-study and revision as well as within the classroom as a supporting learning resource.

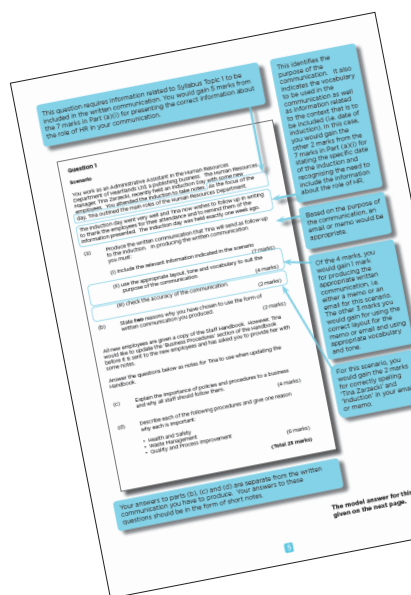
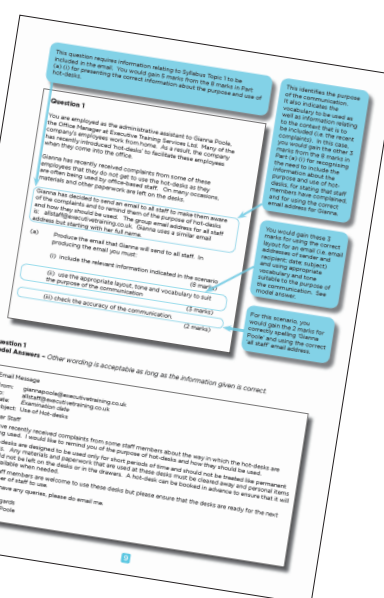
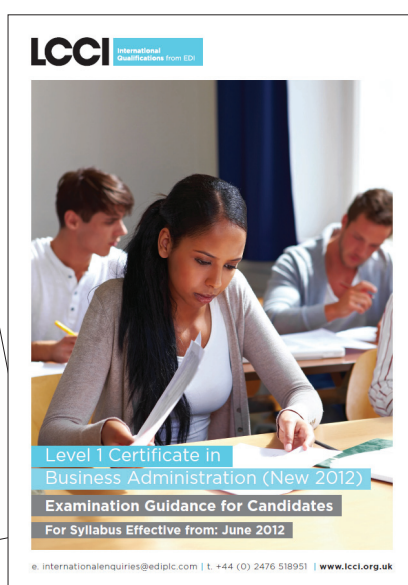


Following on from previous articles we would now like to update centres on the availability of syllabuses and examinations.

There has been a delay with producing the syllabus and sample papers for the Level 3 qualification, which will be available in September 2012.

Due to the delay in releasing syllabuses and sample papers for these qualifications, we have decided to delay the launch until Series 2 2013 to allow centres

On Demand examinations for all three levels of Business Administration (New 2012) will be available from 1 April 2013. Levels 2 and 3 Business Administration (New 2012) will also be available for first sitting in Series 2 2013. In order to allow centres and candidates time to complete courses based on the old syllabuses, examinations on these syllabuses will be available concurrently with the new syllabus examinations in Series 2 2013 and then On Demand only until 30 April 2014.



MARKETING AND CUSTOMER SERVICE



Level 3 Certificate in Marketing and Level 3 Certificate in Selling and Sales Management

Following on from the article in the previous edition of the LCCI Update, announcing the redevelopment of Level 3 Certificate in Marketing and Level 3 Selling and Sales Management qualifications, we would like to inform you of the progress of these redevelopments.

The new syllabus for each qualification will be available on our website from September 2012, instead of July 2012 as previously announced. However, the availability of assessments remain the same; the first Series examination on the new syllabus will take place in Series 3, 2013 and On Demand examinations will be available from 1 June 2013.

In order to allow centres and candidates time to complete the courses based on the current syllabuses, examinations on these will be available concurrently in Series 3 2013, which is the last series examinations on the current syllabuses. On Demand examinations will be available until 31 December 2013.

We apologise for any inconvenience the delay in the publication of the syllabuses may cause.

Level 3 Certificate in Advertising

As a part of our ongoing quality assurance process, EDI is currently reviewing the Level 3 Certificate in Advertising qualification, in particular the assessment. The revised assessment will remain as a written examination paper with a duration of three hours. However, the examination paper will now consist of five compulsory questions instead of ten questions with one being compulsory. Question 1 will still be based on creating and producing advertisements and commercials as in the current examination, and the remaining four questions will be drawn from across the syllabus.

All examinations, Series or On Demand, sat after 1 June 2013 will be in the new examination format.

The change of the examination format has no impact on the technical content of the syllabus – the syllabus topics and assessment criteria remain the same.



Level 2 Certificate in Employability Skills



EDI has recently reviewed the Practical Assessment Candidate Book for the Level 2 Certificate in Employability Skills. This is to ensure that the assessment remains relevant and also to provide transparency about the requirements to both Tutors and Candidates.

As a result of the review, there will be minor changes to the risk assessment form, which is used for completing Task 2 (a) in Topic 4: Health, Safety and Security in the Workplace.

Extra guidance on the monitoring and marking of the Practical Assessment will also be provided in the Tutor Support pack and cross-referenced to the Practical Assessment Candidate Book. The updated Practical Assessment Candidate Book and Tutor Support pack will be available for download from our website from October 2012.

SPECIAL FEATURE

Nigel's farewell

Before moving on to new challenges at the end of June, Nigel Snook who for the past 10 years has been Chief Executive of EDI - which operates the London Chamber of Commerce Industry international qualifications business (LCCI) - recently completed the annual roadshow of LCCI awards ceremonies across South East Asia and in Cyprus.



LCCI qualifications go back well over 100 years. They are among the leading commercial vocational qualifications in a number of countries in South East Asia and are regarded as a 'passport to employment' for junior book-keepers and accounting technicians. To promote LCCI International Qualifications and celebrate the very high standards achieved by candidates, each year gold and silver medallions are awarded to the top in-country and worldwide students. The medallion presentations form the centre piece of awards ceremonies which always attract strong interest from government officials and dignitaries, school owners and teachers and, of course, students and their parents. In total, over 2,000 people attended the events which Nigel hosted in Hong Kong, Macau, Kuala Lumpur in Malaysia, Yangon and Mandalay in Myanmar (Burma) and Singapore.

Edexcel's Regional Director for China and North Asia, Jacky Gao, accompanied Nigel when he was in Hong Kong and Macau. Simon Young, the Edexcel Regional Director for South Asia joined him for the Malaysia, Myanmar and Singapore events. Jacky and Simon also spent time with Mark Disney the Chief Operating Officer of the LCCI agency for the region and met up with the local LCCI staff in Hong Kong, Singapore and Malaysia where exams administration is dealt with locally through an administration hub in Kuala Lumpur.

Jacky and Simon were impressed by the tremendous brand loyalty generated by LCCI. As well as the awards events, they were involved in a number of discussions with important local stakeholders

to start to plan out how best LCCI and BTEC qualifications can be brought together. The aim is to create a comprehensive framework of business qualifications from Level 1 to Level 6.

Nigel has also spent a week in Cyprus visiting customers and discussing strategy with the Ministry of Education. His trip culminated in a medallions event which he hosted in Limassol where EDI has a local office. Elsewhere EDI colleagues and LCCI agents will be hosting events in Germany, Poland, Hungary, Malta, Bahrain, Zimbabwe and South Africa to celebrate medallion winners in those countries.

Last year LCCI International Qualifications attracted over 260,000 entries from 82 countries around the world. This footprint, the strength of the brand and the complementary nature of LCCI qualifications with BTEC business diplomas provide a strong foundation for the development of Pearson's international qualifications and assessment business.



WHAT'S HAPPENING AROUND THE WORLD

Medallion award ceremonies 2012

LCCI at the Zimbabwe 2012 COTTCO Schools Rugby Festival

EDI hosts Alicja Mazurkiewicz from LCCI Polish Centre

Medallion award ceremonies 2012

LCCI Medallions and Certificates of Excellence are issued on an annual basis. Winning a medallion is a prestigious achievement as it will mean that the winners will have recorded amongst the highest scores of the year across the world in all Series and On Demand examinations.

Zimbabwe



LCCI Medallions were awarded to recipients at a presentation ceremony in Harare, Zimbabwe, in June 2012.

The medallions were presented by EDI's International Business Manager, Adam Scott, who congratulated the award winners and explained to them the world-wide recognition of LCCI qualifications.

Cyprus



On 31 May 2012, the top achieving LCCI candidates for 2011 in Cyprus were honoured at the Mediterranean Beach Hotel in Limassol. Congratulations to all candidates, teachers and LCCI Centres that took part in the ceremony.

UK

A celebration of success evening was held in South Eastern Regional College (SERC) – Lisburn Campus to award LCCI medallion winners, on 15 May 2012.



Asia

The annual medallions awards ceremonies took place in five countries in Asia between 7 and 18 May 2012. EDI and Educational Resources, the LCCI International Qualifications representative for Asia, celebrated with schools, students and government officials in **Hong Kong, Macau, Malaysia, Myanmar** and **Singapore**. Ceremonies also welcomed Edexcel colleagues to join in the celebrations of success.



Fellowships

The LCCI International Qualifications Fellowship is made up of individuals who EDI wishes to honour for their outstanding contribution to commercial education over a number of years. LCCI International Qualifications Fellows are officially entitled to use the designatory letters FLCCI after their name and their ongoing advice, guidance and support of LCCI International Qualifications ensures that it continues to go from strength to strength.

Four new Fellows were inducted into the LCCI Fellowship in 2012. EDI congratulates them and thanks them all for their ongoing contribution.



U Aung Naing, Yangon



Savvas Kolarides, Cyprus



Than Nwe Aung, Mandalay



Kyaw Swa Win, Mandalay

LCCI International Qualifications brand dominates the Zimbabwe 2012 COTTCO Schools Rugby Festival

LCCI Zimbabwe stepped out to support high school rugby at the 2012 COTTCO Rugby festival, the biggest schools festival in the country, which was held from the 30 April - 5 May, 2012.

EDI was the only academic body supporting the event which hosted 182 schools (4368 players), 546 coaches, teachers and headmasters, 520 volunteers, and 42000 spectators.

Peter Mukwena (pictured on the right), the LCCI representative for Zimbabwe said:

“Helping people and businesses grow is not only confined to the academic growth of individuals but also extends to the growth of the whole person, which includes physical health.”



EDI hosts Alicja Mazurkiewicz from LCCI Polish Centre

In April 2012, EDI hosted Mrs Alicja Mazurkiewicz from one of LCCI centres in Poland – the University of Information Technology and Management in Rzeszów. During her visit, Mrs Mazurkiewicz had the opportunity to meet various members of the EDI team and attend various assessment meetings and workshops.

Mrs Mazurkiewicz has offered EDI valuable feedback and made many interesting suggestions, which have been beneficial to EDI, in particular to the International Team. We have been very impressed with her commitment to EDI/LCCI qualifications, but most importantly to her students, their education and career prospects.



Mrs Mazurkiewicz with Bernie Zakary, Head of Development and Compliance during her visit at EDI.



Students taking LCCI English for Accounting examination at the University of Information Technology and Management in Rzeszów.

Mrs. Mazurkiewicz's reflections on her visit to EDI Headquarters...

Why EDI? Why LCCI qualifications? My impressions from Coventry

My visit to EDI Headquarters in Coventry helped me to answer the question: Was it worth devoting 14 years of my professional life to the LCCI brand?

All started years ago, with the visit of Margaret Thatcher in Poland in 1988 and further development of the Business English concept supported by the Know-How Fund. It was then that I got obsessed with the idea of teaching strictly practical language. Polish IATEFL conferences offered a wide range of language qualifications to choose from and I spotted LCCI brand as their offer seemed to be far more challenging for me as a language teacher. Having gained some work experience in the glass-works industry myself, I always imagined my students in their prospective professional business environment when choosing international qualifications that would meet their needs.

LCCI lent me a helping hand in that. Students were encouraged to choose suitable levels of language competence in accordance with the Common European Framework in examinations such as English for Business, English for Tourism (my personal favourite), German for Business, Practical Business English, or English Language Skills Assessment. Additionally, there were FTBE, Computing, Word Processing, Euro-qualifications and Business Practice examinations, for those who did not stop looking for more specialised themes, vocabulary and tasks. Recently, the EDI Level 3 Award in English for Accounting has joined the group. Up until now almost 5000 students have tackled the LCCI examinations in the Centre and many received country medallions and awards in the annual LCCI Business English Language Competitions.

With time, judging by my students' feedback, it has become more and more evident for me as the Centre Coordinator that the LCCI brand proved to be both advantageous and versatile for graduates who wanted to enrich their CVs, find a job and eventually get promoted.

My small obsession paid off; but was it only my fascination?

No, certainly it was not. In Coventry I met others engaged in doing practicalities. As a participant of the Erasmus Lifelong Learning Programme I paid a five day visit to the LCCI headquarters in April this year. There, I had the opportunity to discuss writing, assessing and implementing the EDI/LCCI qualifications. The impressions embedded in my mind can be captured in the following words: friendliness, efficient organization of work, productive and smooth meetings, modernity and job satisfaction. In such an atmosphere, I shared my joys and sorrows with EFT and EFA examiners, assessors and EDI Development Manager. I had even an unprecedented chance to witness the birth of a new qualification for the Chinese candidates and contribute to the project by sharing the experience I obtained while teaching students from China at my home University.

Focused on novelties, thorough checking, reliable topics, and in a modern form, LCCI qualifications have been a good product to offer to my students so far and will definitely remain so in the coming years.

Alicja Mazurkiewicz
LCCI Centre Coordinator
University of Information Technology and Management
Rzeszów, Poland

As an EDI registered centre you have access to a range of free services:



Dedicated Customer Support and Customer Enquiries teams trained to deal with specific and general enquiries



In-country support through our local offices and representatives worldwide



Marketing support and promotional materials to help you promote your centre



Free of charge syllabuses, sample papers, past papers, model answers, teachers' toolkits, support packs and annual qualification reviews on our website www.lcci.org.uk



User-friendly Centre Administration area on the website where you can access necessary administration forms and documents



Fast access to examination results through our website www.lcci.org.uk



Recognition of your centre and your students' achievements through LCCI Medallions - awarded to top scoring students throughout the world



LCCI IQ Update to provide you with information and advice on any changes and qualification developments

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