EAT Digital – Self-Assessment for Practitioners

Bite into Better Training: EAT Digital for Inclusive Skills of the Future

Table of Contents

Introduction

This supportive and user-friendly self-assessment questionnaire complements the EAT Digital Guide, a comprehensive roadmap designed to support apprenticeship practitioners in integrating digital skills and competencies into their teaching, learning and assessment practices.

This resource is designed to complement the content of the AWD course 'Integration of on-the-job and off-the-job learning/training', 'Planning the integration of on and off-the-job training', 'Improving curriculum design for apprentice success', 'Planning Effective Curriculum Design' and 'Planning and maintaining high quality and effective teaching and training'. It can, however, also be used as a stand-alone resource if you haven't yet attended the courses.

Purpose

By aligning with the Apprenticeship Learning Journey and incorporating the EAT Digital Principles, this questionnaire enables practitioners to evaluate their digital literacy, confidence, and competency levels. Crafted to offer a constructive experience, it allows practitioners to self-reflect and identify areas for professional development.

How to use

Each question is cross-referenced to the EAT Digital Competencies, ensuring a comprehensive understanding of where each aligns within the framework, and facilitating a direct connection between self-assessment and the competencies outlined in the guide. This seamless integration supports practitioners in effectively tailoring their digital strategies to enhance digital education.

Onboarding

1. I am familiar with the digital tools and platforms that will be used in our apprenticeship programme and can confidently introduce them to new apprentices. *(General Digital Literacy)*
2. I regularly update my knowledge on digital ethics and online safety to guide apprentices effectively during their onboarding. *(E1, E2, E3)*

Curriculum Design

3. I integrate digital citizenship into our curriculum and ensure that ethical considerations form a part of our learning objectives. *(E4, E5, E6)*
4. *I apply Universal Design for Learning principles to create accessible and inclusive course materials. (A2)*
5. I ensure our curriculum reflects diverse cultures and encourages inclusion using digital content and collaborative tools. *(A4)*

Tutoring and Mentoring

6. In my role as a tutor or mentor, I consciously use digital platforms to reinforce apprentices' digital competencies and support their growth. *(T6, A5)*
7. I am adept at using assistive technologies and adaptive strategies to support the unique needs of each apprentice. *(A3)*

Assessment and Feedback

8. I use digital tools to conduct assessments securely and with integrity, ensuring fairness for all apprentices. *(E3)*
9. I provide personalised feedback through accessible digital formats, encouraging apprentices to reflect on their learning. *(A1, A3)*

Industry Collaboration

10. I effectively facilitate collaboration with industry partners, enabling apprentices to apply their digital skills in real-world contexts. *(T2, T3)*
11. I can guide apprentices in leveraging digital tools for innovative projects and authentic industry-related tasks. *(T1, T5)*

Continuous Professional Development

12. I actively engage in professional development to improve my digital training strategies and keep pace with the latest education technologies. *(A6, T7)*
13. I am committed to advancing my data literacy and digital innovation skills to better support the apprenticeship learning journey. *(T1, T4)*

General Digital Literacy

14. I confidently use general digital tools for professional tasks and am comfortable demonstrating these skills to apprentices. *(General Digital Literacy)*
15. I am proactive in learning about emerging digital technologies that can enhance training practices. *(T7)*

Industry-Specific Digital Literacy

16. I possess strong skills in digital tools that are specific to my industry and regularly integrate them into training activities. *(Industry-Specific Digital Literacy, A6, T7)*
17. I maintain an up-to-date understanding of how technological trends impact my field and prepare apprentices accordingly. *(Industry-Specific Digital Literacy, A6, T7)*

Education Technology (EdTech)

18. I select and use EdTech solutions that align with our training goals and enhance learning experiences. *(A6)*
19. I evaluate the impact of EdTech tools on learning outcomes and adapt my training strategies to maximise their benefits. *(T1, T4)*

Ethical and Inclusive Technology Use

20. I prioritise the ethical and inclusive use of technology in my training and mentorship, ensuring all apprentices feel supported. *(A5, E5, E7)*
21. I understand and advocate for data privacy and strive to protect the digital identities of our apprenticeship community. *(E3, E6)*

High-Level Confidence Statements

22. I feel confident in my ability to lead by example in responsible and secure digital engagement. *(E1, E2, E3)*
23. I am comfortable adapting my training strategies to accommodate the evolving digital competencies required in the apprenticeship sector. *(A1, A4, A6)*
24. I am proactive in using digital technologies to empower apprentices and foster a culture of lifelong learning and innovation. *(T3, T6, T7)*

Conclusion

These cross-references highlight the comprehensive coverage of digital competencies within the EAT Digital framework and provide practitioners with a clear path for identifying areas for growth and development.

5-Point Capability Scale Self-Assessment

Review and grade each questions according to the 5-Point Capability Scale

Strongly Disagree
• I do not possess this capability or skill at all.
• I lack the experience and knowledge required.
• I need significant training and guidance in this area.

2. Disagree
• I have limited experience with this capability.
• I can perform basic tasks with guidance.
• I am familiar with the concepts but not confident in application.

3. Neutral
• I have a moderate level of experience and knowledge.
• I can perform tasks independently with some level of confidence.
• I occasionally need support for more complex challenges.

4. Agree
• I am proficient in this capability.
• I can perform tasks effectively and efficiently.
• I can solve complex problems and mentor others in this area.

5. Strongly Agree
• I am highly experienced and an expert in this capability.
• I consistently perform at a high level, exceeding expectations.
• I can lead, innovate, and drive excellence in this area.

Self-Assessment Table

	Self-assessment questions	Notes	1	2	3	4	5
Onboarding							
1	I am familiar with the digital tools and platforms that will be used in our apprenticeship programme and can confidently introduce them to new apprentices. *(General Digital Literacy)*						
2	I regularly update my knowledge on digital ethics and online safety to guide apprentices effectively during their onboarding. *(E1, E2, E3)*						
Curriculum Design							

3	I integrate digital citizenship into our curriculum and ensure that ethical considerations form a part of our learning objectives. *(E4, E5, E6)*						
4	I apply Universal Design for Learning principles to create accessible and inclusive course materials. *(A2)*						
5	I ensure our curriculum reflects diverse cultures and encourages inclusion using digital content and collaborative tools. *(A4)*						
Tutoring and Mentoring							
6	In my role as a tutor or mentor, I consciously use digital platforms to reinforce apprentices' digital competencies and support their growth. *(T6, A5)*						
7	I am adept at using assistive technologies and adaptive strategies to support the unique needs of each apprentice. *(A3)*						
Assessment and Feedback							
8	I use digital tools to conduct assessments securely and with integrity, ensuring fairness for all apprentices. *(E3)*						
9	I provide personalised feedback through accessible digital formats, encouraging apprentices to reflect on their learning. *(A1, A3)*						
Industry Collaboration							
10	I effectively facilitate collaboration with industry partners, enabling apprentices to apply their digital skills in real-world contexts. *(T2, T3)*						
11	I can guide apprentices in leveraging digital tools for innovative projects and authentic industry-related tasks. *(T1, T5)*						
Continuous Professional Development							
12	I actively engage in professional development to improve my digital						

	training strategies and keep pace with the latest education technologies. *(A6, T7)*						
13	I am committed to advancing my data literacy and digital innovation skills to better support the apprenticeship learning journey. *(T1, T4)*						

General Digital Literacy

14	I confidently use general digital tools for professional tasks and am comfortable demonstrating these skills to apprentices. *(General Digital Literacy)*						
15	I am proactive in learning about emerging digital technologies that can enhance training practices. *(T7)*						

Industry-Specific Digital Literacy

16	I possess strong skills in digital tools that are specific to my industry and regularly integrate them into training activities. *(Industry-Specific Digital Literacy, A6, T7)*						
17	I maintain an up-to-date understanding of how technological trends impact my field and prepare apprentices accordingly. *(Industry-Specific Digital Literacy, A6, T7)*						

Education Technology – EdTech

18	I select and use EdTech solutions that align with our training goals and enhance learning experiences. *(A6)*						
19	I evaluate the impact of EdTech tools on learning outcomes and adapt my training strategies to maximise their benefits. *(T1, T4)*						

Ethical and Inclusive Technology Use

20	I prioritise the ethical and inclusive use of technology in my training and mentorship, ensuring all apprentices feel supported. *(A5, E5, E7)*						
21	I understand and advocate for data privacy and strive to protect the digital						

	identities of our apprenticeship community. *(E3, E6)*						
High-Level Confidence Statements							
22	I feel confident in my ability to lead by example in responsible and secure digital engagement. *(E1, E2, E3)*						
23	I am comfortable adapting my training strategies to accommodate the evolving digital competencies required in the apprenticeship sector. *(A1, A4, A6)*						
24	I am proactive in using digital technologies to empower apprentices and foster a culture of lifelong learning and innovation. *(T3, T6, T7)*						