

Open Awards Qualification Unit



Form OAQU

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1 Unit Details

Unit Title:	Improve Your Business Skills
QAC Code:	J/506/3541
Level:	Level 2
Credit Value:	1
Minimum GLH:	10

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Understand how developing your skills and knowledge can help your business	1.1 Identify the skills and knowledge that will be needed to help your business to succeed
	1.2 Identify the potential benefits for your business of developing your skills and knowledge
2. Understand how to improve your business skills and knowledge	2.1 Identify which of your skills and knowledge need to be developed in order to meet the needs of your business
	2.2 Find out about different means of developing your skills and knowledge
	2.3 Set personal targets to develop your skills and knowledge and identify any potential costs involved in achieving them
	2.4 Identify review dates and how to judge when new targets should be set