

Open Awards Qualification Unit



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1 Unit Details

Unit Title:	Developing Own Interpersonal Skills
Unique Reference Number:	T/506/7763
Level:	Level 3
Credit Value:	3
Minimum GLH:	21

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Be aware of personal skills and their use.	1.1 Critically assess personal strengths and weaknesses and outline strategies for improvement and change.
2. Display awareness of the need for time management.	2.1 Evaluate and put into practice the changes in time management which have been identified.
3. Show understanding of personal need to manage stress.	3.1 Evaluate how stress management strategies work in practice.
4. Understand the difference between constructive and destructive criticism.	4.1 Explain the feelings which arise when receiving criticism or compliments and assess the effect on others of criticism or compliments.
5. Be aware of confident behaviour in themselves and others.	5.1 Explain how demonstrating more confident behaviour can affect their relationships with others.
6. Be aware of body language and understand its application in personal and work related situations.	6.1 Explain how an awareness of body language can assist in understanding the behaviour of others in personal and work related situations.
7. Know the difference between aggressive, passive and assertive behaviour.	7.1 Evaluate a situation which shows the benefits of assertive behaviour.