Open Awards Qualification Unit

Form OAQU

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1 Unit Details

Unit Title:	Preparing for the Personal Tutoring Role
QAC Code:	R/507/8981
Level:	4
Credit Value:	3
Minimum GLH:	15

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Understand own role and responsibilities in relation to the personal tutoring role	1.1 Analyse the skills and qualities required for a specific personal tutoring role
	1.2 Explain how own values, behaviours, attitudes and emotional awareness can impact on the personal tutoring role
	1.3 Explain the boundaries and limitations of a personal tutoring role
	1.4 Explain the importance of acting according to ethical and professional codes and standards in personal tutoring role
	1.5 Analyse the importance of communication in a personal tutoring role
2. Understand factors affecting learners' approaches to learning	2.1 Analyse how learners' socio-economic, cultural, and personal background, work history, and educational achievement can affect their needs, aspirations, decision-making abilities and approach to learning
	2.2 Explain why it is important that learners take responsibility for their own learning

		2.3	Explain why it is important that personal tutoring programmes support the development of learning and transferable skills
		2.4	Analyse strategies to enable learners to engage with learning
		2.5	Explain factors which identify learners at risk of disengaging from learning
3.	Understand the use of personal tutoring in a specific context	3.1	Describe the range of support available for learners within a specific context
		3.2	Explain legal and organisational requirements relating to: a) Data protection b) Copyright c) Privacy d) Confidentiality e) Safeguarding and disclosure
		3.3	Explain how to work with others in a specific context to support learners
		3.4	Explain how to work with external stakeholders and partners to support learners
4.	Understand how to create personal learning targets	4.1	Explain the purpose of an individual learning plan
		4.2	Analyse approaches to support learners to create personal learning targets
		4.3	Explain the importance of reviewing learner progress and targets