

Open Awards Qualification Unit



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1 Unit Details

Unit Title:	Reviewing Your Situation
Unit Reference Number:	H/615/6982
Level:	Entry 3
Credit Value:	1
Minimum GLH:	10

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Understand how adapting to changes at work is helped by reviewing and reflecting upon current situation	1.1 Use personal experience or a work scenario to state what might change within a work situation
	1.2 Indicate how the change(s) to the work situation may affect: a) Current job role b) Pay c) Training d) Personal life e) Future job prospects
2. Understand the importance of considering personal skills, qualities and experience at times of change	2.1 State what is meant by: a) Skill b) Personal quality
	2.2 Indicate why it is important to examine personal skills and qualities at times of change
	2.3 State one consequence of not considering personal skills and qualities at times of change
3. Know who to go to for help and advice	3.1 Name the person(s) able to offer advice and guidance when issues arise that suggest changes to existing work situation