Open Awards Qualification Unit

Form OAQU

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1 Unit Details

Unit Title:	Check Work, Progress and Recognise Achievements of a Team
QAC Code:	D/508/4685
Level:	Level 3
Credit Value:	2
Minimum GLH:	12

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Be able to check work and recognise achievements in a team	1.1 Explain the work required of the team in relation to project and organisational objectives
	1.2 Plan and explain the work of the team, to include: a) Identifying priorities b) Identify critical activities c) Identify available resources
	1.3 Explain how to encourage team members to make suggestions for improving tasks and customer relationships
	1.4 Explain how progress and quality of teamwork activities are checked
	1.5 Explain methods within own company to recognise team and individual achievements
	1.6 Explain the importance of feedback to team members on work performance

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