

Open Awards Qualification Unit



This unit forms part of a regulated qualification.

1 Unit Details

Unit Title:	Using Numeracy Skills in the Workplace
Unit Reference Number:	J/615/8093
Level:	Level 1
Credit Value:	3
Minimum GLH:	27

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Be able to recognise when to use numeracy skills in the workplace	1.1 Describe different workplace situations where numeracy skills are needed
2. Be able to select appropriate numeracy skills in a work context	2.1 Select the appropriate numeracy skills needed to carry out straightforward workplace tasks
3. Be able to apply appropriate numeracy skills in a work context	3.1 Identify and obtain information needed in order to apply numeracy skills in work situations
	3.2 Apply appropriate numeracy skills to straightforward workplace tasks or situations in an organised way
	3.3 Use appropriate checking procedures at each stage
4. Be able to interpret and communicate results in situations where they have applied numerical skills in a work context	4.1 Interpret findings in order to present appropriate solutions to different straightforward workplace problems
	4.2 Explain simple conclusions to others