

Open Awards Qualification Unit



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1 Unit Details

Unit Title:	Travel Planning
Unit Reference Number:	Y/615/9717
Level:	Level 2
Credit Value:	3
Minimum GLH:	24

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Understand the travel planning process	1.1 Describe the travel planning process
	1.2 Explain factors which affect travel planning
	1.3 Explain benefits of advance travel planning
2. Be able to use sources of travel planning information	2.1 Use different reference sources to locate travel and tourism information
	2.2 Interpret abbreviation codes
	2.4 Identify potential sources of travel planning information
3. Know about travel planning	3.1 Identify components of travel and tourism itineraries
	3.2 Explain the importance of offering alternative travel and tourism arrangements
	3.3 Explain the importance of comparing alternatives prior to presenting travel itineraries to customers
	3.4 Identify additional factors to consider when recommending travel itineraries
4. Be able to produce travel plans that meet customer requirements	4.1 Identify customer requirements using effective questioning
	4.2 Research options that meet customer requirements
	4.3 Create travel itineraries that meet customer requirements

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| 5. Be able to provide additional information on travel and tourism arrangements | 5.1 Provide additional travel and tourism information to customers <ul style="list-style-type: none">a) including additional information relating to transport arrangements required by customersb) destination information which may be of benefit to customers |
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