

Unit Title: Work–based Placement	
Level:	One
Credit Value:	3
GLH:	27
OCNLR Unit Code:	HC4/1/LQ/047
Ofqual Unit Reference Number:	L/506/0804

This unit has 6 learning outcomes

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Understand the benefits a work-based placement can provide.	1.1. State one benefit that he/she might gain from the preferred choice of work-based placement in a particular vocational/occupational area. 1.2. Produce a simple action plan (from a given template) for the work-based placement identifying three targets: <ul style="list-style-type: none"> • personal • learning • career.
2. Understand the structure and purpose of the organisation.	2.1. Outline the main purposes and activities of the chosen organisation. 2.2. Identify and outline three other activities undertaken by the organisation. 2.3. Outline the agreed dress conventions for the chosen organisation and the reasons for it.
3. Understand own role within organisation.	3.1. State his/her occupation and role in the workplace. 3.2. List three work related skills used to carry out assigned tasks. 3.3. Carry out given tasks as following instructions and/or demonstrations. 3.4. Sustain punctuality throughout placement.

<p>4. Be able to comply with safe working practices demanded by his/her work environment.</p>	<p>4.1. Give two examples of potential health and safety hazards within his/her work environment.</p> <p>4.2. Give two examples of how to carry out work tasks that does not endanger self or others.</p>
<p>5. Understand what s/he has learned from the work-based placement.</p>	<p>5.1. State what s/he has learned from the placement in relation to at least two of the following:</p> <ul style="list-style-type: none"> • main purpose and structure of the organisation • the most important activities undertaken by the organisation • roles, rights and responsibilities in the work place • agreed dress conventions within the chosen organisation • the need for discipline in the workplace • equal opportunities • trade unions and/or professional associations • risk assessment and risk management • relationships at work • opportunities for further learning in this area. <p>5.2. Up-date his/her career action plan in the light of experience gained from the placement.</p>
<p>6. Know the value of the work-based placement in terms of self.</p>	<p>6.1. State how far s/he was able to meet identified learning and career targets through the work-based placement.</p> <p>6.2. State one way in which the work-based placement contributed to his/her personal development and increased self-awareness.</p>

Assessment

The grid below gives details of the assessment activities to be used with the unit attached. Please refer to the OCN London Assessment Definitions document for definitions of each activity and the expectations for assessment practice and evidence for verification.

P = Prescribed This assessment method *must* be used to assess all or part of the unit.

O = Optional This assessment method *could* be used to assess all or part of the unit.

Case Study		Project	
Written question & answer/test/exam	O	Role play/simulation	
Essay		Practical demonstration	
Report	O	Group discussion	O
Oral question and answer	O	Performance/exhibition	
Written description	O	Production of artefact	