

Unit Title: Introduction to Handling Payment for Goods and Services
Unit Level: Entry 3
Unit Credit Value: 2
GLH: 20
LASER Unit Code: CAL497
Ofqual Unit Code: H/602/2201

This unit has 5 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Understand financial terms in relation to handling money.	1.1	Outline the meaning of simple financial terms in relation to handling money, for example, cash, receipt and refund.
2.	Understand that there are different methods of payment.	2.1	Name three different methods of payment.
3.	Know how to record prices of goods and services and obtain total costs.	3.1	Participate in the recording and totalling of prices of goods or services.
		3.2	Issue receipts as required.
4.	Know how to handle cash given in exchange for goods or services.	4.1	Receive payment in notes or coins, sorting into compartments.
		4.2	Participate in giving change using appropriate denominations of notes or coins.
5.	Know how to handle non-cash payments given in exchange for goods or services.	5.1	Recognise non-cash payments offered for goods or services.
		5.2	Participate in processing non-cash payments.

Assessment Guidance:
NA

Additional Information:
NA