

Unit Title: Preparation for Work Experience
Unit Level: Entry 3
Unit Credit Value: 1
GLH: 10
LASER Unit Code: CAL503
Ofqual Unit Code: F/602/2206

This unit has 2 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Understand the structure and purpose of the organisation.	1.1	State the structure of the organisation.
		1.2	State the main activities of the organisation.
2.	Understand employers'/trainers' expectations.	2.1	State travel plans to ensure effective timekeeping.
		2.2	State three "housekeeping" issues in terms of dress code, lunch arrangements, initial contact and working hours.

Assessment Guidance:
NA

Additional Information:
NA