

**Unit Title:** Dealing With Change  
**Unit Level:** 1  
**Unit Credit Value:** 3  
**GLH:** 27  
**LASER Unit Code:** CAL954  
**Ofqual Unit Code:** F/600/9908

This unit has 3 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Understand key aspects of employment law from an employee perspective.	1.1	Identify some rights that all persons can expect in the workplace whether as an employee, a worker or self-employed.
		1.2	Give examples of circumstances which require employment law, for example, redundancy.
		1.3	Outline how employment law will help the individual in each case.
2.	Understand the need to manage new financial circumstances, for example, redundancy, maternity leave, short time.	2.1	Outline the benefits of keeping track of personal finance.
		2.2	State a possible consequence of not keeping track of finances.
		2.3	Make basic adjustments to a budget in response to changing circumstances.
3.	Know where and how to access help and advice.	3.1	Outline why it is important to seek professional advice at critical times of change.
		3.2	Identify the person(s) and organisations that offer support at times of changing circumstances: (a) at work; (b) in the community.
		3.3	Give examples of how the person(s) and organisations support the individual.
		3.4	List some strategies that will help in preparing for a meeting with an adviser.
		3.5	Identify questions to ask that will ensure he/she has all the information he/she needs.

<b>Assessment Guidance:</b>
NA

<b>Additional Information:</b>
NA