

**Unit Title:** Personal Career Planning  
**Unit Level:** 1  
**Unit Credit Value:** 3  
**GLH:** 27  
**LASER Unit Code:** WJB054  
**Ofqual Unit Code:** M/504/7527

This unit has 4 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Understand own strengths, qualities, skills and abilities.	1.1	Give one example of each of own strengths, qualities, skills and abilities.
		1.2	Identify one area of weakness, stating why this needs to be improved.
2.	Understand sources of information, advice and guidance for career planning.	2.1	Identify three sources of help or information in relation to career planning.
		2.2	Identify a source of relevant information for own career planning.
3.	Understand how own abilities relate to a potential learning progression and career opportunity.	3.1	Identify one learning progression destination and one potential career opportunity.
		3.2	Outline how own strengths, qualities, skills and abilities relate to the requirements of the identified learning progression and career opportunity.
4.	Know how to plan for transition to the next stage of education, training or work.	4.1	Produce a simple career action plan identifying steps required to achieve identified career goal.
		4.2	Produce an application to the next stage of own education, training or work.

<b>Assessment Guidance:</b>
NA

<b>Additional Information:</b>
NA