

Unit Title: Reading For Information
Unit Level: Entry 2
Unit Credit Value: 3
GLH: 30
LASER Unit Code: WJB249
Ofqual Unit Code: A/504/3500

This unit has 4 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Be able to locate information including the use of captions and illustrations.	1.1	Outline a problem or situation where information is needed.
		1.2	Locate information required to solve a specific problem including the use of captions and illustrations in documents.
2.	Be able to use key words to locate information.	2.1	Identify key words to locate information from: a) a dictionary b) indexes c) reference materials.
3.	Be able to organise information.	3.1	Use initial letters to find and sequence words.
4.	Be able to obtain information from texts.	4.1	Identify the main points from: a) chronological texts b) informative texts.

Assessment Guidance:

2.1 a) These materials may be electronic or paper based.

4.1 At least two of each type of text.

Additional Information:

NA