

Unit Title: Handling Money In A Sales Situation
Unit Level: Entry 3
Unit Credit Value: 3
GLH: 30
LASER Unit Code: WJC496
Ofqual Unit Code: J/506/1028

This unit has 4 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Know how to handle money securely and accurately in a sales situation.	1.1	Give reasons why it is important to keep money secure.
		1.2	State why it is important to be accurate when handling money.
		1.3	Give examples of ways to keep money secure in a sales situation.
		1.4	List aspects of cash transactions where accuracy is needed.
		1.5	List key checking procedures that can be used to ensure accuracy.
2.	Know the purpose of a float.	2.1	State the purpose of a float.
		2.2	State why it is important to know how much money is in the float.
3.	Be able to take a cash payment.	3.1	Request the right amount from a customer.
		3.2	Check money handed over by customer.
		3.3	Provide the right change.
		3.4	Store the money safely.
4.	Be able to calculate takings.	4.1	Identify a secure setting in which to count money.
		4.2	Calculate takings accurately.

Assessment Guidance:

NA

Additional Information:

NA