

Unit Title: Improving Own Confidence
Unit Level: Level 1
Unit Credit Value: 3
GLH: 27
LASER Unit Code: WJC572
Ofqual Unit Code: L/506/0656

This unit has 4 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Know about confidence.	1.1	Identify key characteristics of a confident person.
		1.2	List personal characteristics and skills.
		1.3	List three things he/she has been successful in.
		1.4	Outline the reasons why he/she wants to improve his/her confidence.
2.	Know about communication skills and how they can contribute to improving confidence.	2.1	Indicate how he/she thinks improving his/her communications skills will improve his/her confidence.
		2.2	Outline why it is important to receive and respond to others with tolerance and support.
		2.3	Give two benefits of being able to listen to ideas and opinions, and demonstrate listening to: <ul style="list-style-type: none"> a) another person on a one-to-one basis b) people in a group situation.
3.	Know about decision-making and associated emotions and feelings.	3.1	Outline how being an effectual decision-maker can lead to increased confidence.
		3.2	Identify an occasion when he/she has made an important: <ul style="list-style-type: none"> a) personal decision b) decision with another person(s).
		3.3	List three things that he/she considered when making the: <ul style="list-style-type: none"> a) personal decision b) decision with another person(s).
		3.4	Give an example of a likely emotion/feeling that someone might experience when they feel: <ul style="list-style-type: none"> a) fully involved in the decision-making b) marginally involved or excluded from the decision making.

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		3.5	Indicate how these feelings might impact on confidence.
4.	Know that having goals/targets can increase confidence.	4.1	Indicate the relevance of having specific goals and setting targets to increasing confidence.
		4.2	List one short-term goal and one long term goal for both of the following: a) personal b) career/education.
		4.3	Identify three ways in which his/her personal and career/education goals can be achieved.
		4.4	Outline the steps he/she will take to achieve one of the identified goals.

Assessment Guidance:

NA

Additional Information:

NA
