

Unit Title: Career Planning
Unit Level: Level 2
Unit Credit Value: 3
GLH: 24
LASER Unit Code: WJD454
Ofqual Unit Code: F/504/8648

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	Describe some of own strengths, qualities, skills and abilities.
		1.2	Describe how these attributes are used in daily life.
		1.3	Describe an area of weakness.
		1.4	Explain why this area of weakness needs to be improved.
2.	Understand how to use sources of information, advice and guidance for career planning.	2.1	Describe different sources of information, advice and guidance for career planning.
		2.2	Give examples of how these sources are used.
		2.3	Assess the relevance of information, advice and guidance to own career planning.
3.	Understand how own abilities relate to progression opportunities.	3.1	Describe how own attributes match the requirements of progression opportunities.
		3.2	Explain how any mismatches may be overcome.
4.	Know how to plan for transition to the next stage of education, training or work.	4.1	Produce a Career Action Plan.
		4.2	Explain contents of Career Action Plan.
		4.3	Produce a detailed application to the next stage of education, training or work.

Assessment Guidance:

NA

Additional Information:

NA