

Unit Title: Reading For Information
Unit Level: Entry 3
Unit Credit Value: 3
GLH: 30
LASER Unit Code: WJF515
Ofqual Unit Code: R/504/3518

This unit has 4 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Be able to locate sources of required information. (CE3.2).	1.1	Outline a specific problem where information is required.
		1.2	Locate sources of information to solve the problem stated in 1.1 including electronic and paper based resources.
2.	Be able to use key words to locate information. (CE3.2).	2.1	Identify key words to use to locate information .
		2.2	Use paper based and electronic resources to locate information.
3.	Be able to use organisational features to locate information. (CE3.2).	3.1	Locate information in tables and lists.
4.	Be able to obtain information from texts. (CE3.2).	4.1	Identify the main points and ideas from a) chronological texts b) descriptive texts c) explanatory texts.

Assessment Guidance:

2.2 At least one resource of each type is required. The information may be used to solve the problem stated in 1.1.

3.1 At least one of each type. The table or list may provide information to solve the problem outlined in 1.1.

4.1 At least one text of each type is required.

Additional Information:

NA