

Rules of Combination:

To achieve the Laser Entry Level Diploma in Preparing to Get a Job (Entry 2) the learner must achieve a minimum of 37 credits. The credits may be taken from any combination of units.

LASER Unit Code	Ofqual Unit Code	Unit Title	Unit Description	Unit Credit Value	Unit Level
WJB306	D/504/3831	Speaking And Listening At Work	Basic Skills	3	Entry 2
WJB307	R/504/1302	Using ICT Equipment In The Workplace	Basic Skills	2	Entry 2
WJB308	D/504/1478	Using ICT Skills In A Work Place	Basic Skills	2	Entry 2
WJB309	Y/504/1463	Using Number Skills In A Work Place	Basic Skills	2	Entry 2
WJB310	D/504/1464	Using Reading Skills In A Work Place	Basic Skills	2	Entry 2
WJB311	H/504/1465	Using Writing Skills In A Work Place	Basic Skills	2	Entry 2
WJB312	M/504/1307	Carry Out A Practical Activity In The Work Place	Employability Skills	2	Entry 2
WJB313	Y/504/5142	Communicating With Others At Work	Employability Skills	1	Entry 2
WJB314	A/504/3819	Communication In The Workplace	Employability Skills	3	Entry 2
WJB315	M/504/3820	Conduct At Work	Employability Skills	3	Entry 2
WJB316	T/504/3821	Coping Strategies At Work	Employability Skills	2	Entry 2
WJB317	M/504/1467	Dealing With Problems At Work	Employability Skills	2	Entry 2
WJB318	T/504/1468	Decision Making In The Work Place	Employability Skills	2	Entry 2
WJB319	A/504/3822	Developing Customer Service Skills	Employability Skills	3	Entry 2
WJB320	F/504/3823	Developing Time Management Skills	Employability Skills	1	Entry 2
WJB321	L/504/3825	Following Instructions	Employability Skills	2	Entry 2
WJB322	F/504/1473	Induction To Work	Employability Skills	2	Entry 2
WJB323	R/504/3826	Introduction To The Use Of Tools And Equipment For A Work Task	Employability Skills	3	Entry 2
WJB324	M/504/1288	Looking And Acting The Part In The Work Place	Employability Skills	2	Entry 2
WJB325	H/504/3829	Personal Presentation At Work	Employability Skills	3	Entry 2

LASER Unit Code	Ofqual Unit Code	Unit Title	Unit Description	Unit Credit Value	Unit Level
WJB326	F/504/5216	Rights And Responsibilities In The Workplace	Employability Skills	1	Entry 2
WJB327	K/504/3833	Understanding Rights And Responsibilities At Work	Employability Skills	3	Entry 2
WJB328	J/504/1300	Undertaking An Enterprise Project	Employability Skills	2	Entry 2
WJB329	R/504/1476	Using Communication Skills In A Work Place	Employability Skills	2	Entry 2
WJB330	T/504/3835	Working In A Team	Employability Skills	3	Entry 2
WJB331	A/504/3836	Working To Standards	Employability Skills	3	Entry 2
WJB332	F/504/5247	Working With Others	Employability Skills	2	Entry 2
WJB333	L/504/1296	Action Planning To Improve Performance	Preparing to Work	2	Entry 2
WJB334	R/504/1297	Applying For Jobs And Courses	Preparing to Work	2	Entry 2
WJB335	F/504/5149	Exploring Job Opportunities	Preparing to Work	2	Entry 2
WJB336	J/504/3824	Exploring Occupational Areas	Preparing to Work	2	Entry 2
WJB337	Y/504/3827	Looking For Work	Preparing to Work	2	Entry 2
WJB338	T/504/1292	Making Career Choices	Preparing to Work	2	Entry 2
WJB339	D/504/3828	Participate In An Occupational Taster	Preparing to Work	3	Entry 2
WJB340	M/504/5213	Planning And Reviewing Learning	Preparing to Work	2	Entry 2
WJB341	Y/504/3830	Preparation For A Work Placement	Preparing to Work	2	Entry 2
WJB342	L/504/1475	Understanding A Pay Slip	Preparing to Work	1	Entry 2
WJB343	M/504/3834	Undertaking An Interview	Preparing to Work	2	Entry 2
WJB344	Y/504/1303	Working As A Volunteer	Preparing to Work	2	Entry 2
WJB357	T/504/1471	Health And Safety Procedures In The Work Place	Work Skills	2	Entry 2
WJB358	J/504/5184	Learning Through Work Experience	Work Skills	3	Entry 2
WJB345	D/504/1450	Making A Product	Work Skills	2	Entry 2
WJB359	J/504/1474	Travelling To And From Work	Work Skills	2	Entry 2
WJB346	H/504/1451	Working As A Caretaker	Work Skills	2	Entry 2

LASER Unit Code	Ofqual Unit Code	Unit Title	Unit Description	Unit Credit Value	Unit Level
WJB347	K/504/1452	Working As A Cleaner	Work Skills	2	Entry 2
WJB348	K/504/1306	Working In A Care Environment	Work Skills	2	Entry 2
WJB349	J/504/1457	Working In A Garage	Work Skills	2	Entry 2
WJB350	L/504/1458	Working In An Office	Work Skills	2	Entry 2
WJB351	R/504/1459	Working In Catering	Work Skills	2	Entry 2
WJB352	L/504/1461	Working In Horticulture	Work Skills	2	Entry 2
WJB353	R/504/1462	Working In Hospitality	Work Skills	2	Entry 2
WJB354	M/504/1453	Working In Retail	Work Skills	2	Entry 2
WJB355	T/504/1454	Working On A Farm	Work Skills	2	Entry 2
WJB356	F/504/1456	Working With Animals	Work Skills	2	Entry 2

As well as consulting this document, providers must also check LASER's essential information regarding the availability of all LASER's qualifications and units, including withdrawal notifications. LASER's 'Qualification and Unit Announcements' are available on the LASER website.