**Section: Professional Practices (Advocate: Mike Watkins)**

**Demonstrate, using different communication styles and formats, that you can effectively design and deliver a training event for a given target audience.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace/blob/master/README.md> |
| The evidence for the above criteria may be found under the heading “project backlog” and In the Gant file as it shows the timings as to when certain meetings took place, where we communicated with a client through speech, presentation, also opting to show demos of a design effectively delivering for the event meeting targets set by the client in other meeting taken place which are referenced in the Gant file and backlog and may also be used for evidence in the following criteria. Photographic images were also taken during the event and therefore may also be used for evidence though none are on hand, tutors have the evidence. |

**Demonstrate that you have used effective time management skills in planning an event.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace/blob/master/README.md> |
| This is evidenced in the GitHub repository “ZSL-Green-House-Menace” in the gant chart and under the heading “project backlog” and in the README.md. This evidence is applicable as it shows proof of effectively separating tasks within a group and the timings each tasks took, whilst the planned times/dates for the events are marked down within the Gant chart file. |

**Demonstrate the use of different problem-solving techniques in the design and delivery of an event.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace> |
| The evidence can be found in the repository “ZSL-Green-House-Menace” in the README.md on GitHub. This constitutes as evidence as the documentation shows how the problem brought about by a client was solved in the design and delivery using different techniques, which in this instance was the creation of an app based around greenhouse gases (had to figure out how it was going to be developed and also how to deliver it in a way the client would understand). |

**Demonstrate that critical reasoning has been applied to a given solution.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace> |
| The use of critical reasoning was first applied to essentially help develop a solution to the problems brought about by the client and later used to rectify the first draft (prototype/design) as it was not up to (clients) standard (only partially met) and therefore it was required that the clients brief pertaining to what they would like was re-analysed with a second draft, design and working demo attained through using critical reasoning and applying it to a given solution, finally developing it up to standard (fixing the clients problems). A file containing a brief explanation of the first design is linked into the repository “ZSL-Green-House-Menace” (another file with conceptual art for the first design is also linked), which was the handout used during the first meeting of the client. Whilst further evidence of displaying critical reasoning to a given solution can be found on the README.md of the repository as it states what the client wanted and demonstrates are solution which is the design itself showing the critical reasoning within the design. |

**Discuss the importance of team dynamics in the success and/or failure of group work.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace> |
| The evidence is in the repository "ZSL-Green-House-Menace", under the "Evaluation" heading and under the sub heading "Importance of team dynamics in the success and/or failure of group work". This is applicable since the paragraphs discuss and detail the importance of team dynamics in the success and/or failure of group work, in a general sense and also relating it to the ZSL project experience. |

**Work within a team to achieve a defined goal.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace> |
| The evidence for working within a team to achieve a defined goal can be found within the “ZSL-Green-House-Menace” repository on GitHub, with the README.md documentation consistently referencing the group that was formed to develop and achieve the goal of creating a conceptual idea and working application suitable for a specific client’s needs (ZSL). |

**Discuss the importance of CPD and its contribution to own learning.**

|  |
| --- |
| Link: <https://github.com/matthewsides/The-importance-of-CPD-and-its-contribution-to-improved-professionalism-and-own-learning>  <https://www.linkedin.com/pulse/importance-cpd-its-contribution-improved-own-learning-matthew-sides/?published=t> |
| The README.md and Article constitutes as evidence since it shows the development of an article based on the importance of CPD and its contribution to own learning and the finished result. |

**Produce a development plan that outlines responsibilities, performance objectives and required skills, knowledge and learning for own future goals.**

|  |
| --- |
| Link: <https://github.com/matthewsides/Future-goals-and-development-plan/blob/master/README.md>  Link: <https://github.com/matthewsides/ZSL-Green-House-Menace> |
| The evidence for this criteria may be found in the future goals and development plan repository outlining my goals along with a duration and milestones that may help achieve said goals.  Further evidence for this criteria though pertaining to a specific project rather than being generalised, can be seen under the heading "project back log", "specifications" and the gant chart , delegating responsibilities between the group, showing the overall objective in the specification and specific objectives pertaining to group individuals within the project backlog. |

**Design a professional schedule to support the planning of an event, to include contingencies and justifications of time allocated.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace> |
| This is applicable to the above criteria as the README.md documentation under the "backlog" heading and Gantt chart shows proof of a professional schedule, supporting the planning of an event. |

**Research the use of different problem-solving techniques used in the design and delivery of an event.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace/blob/master/README.md> |
| The evidence, matching this criteria may be found in the ZSL repository’s README.md under the Heading “Evaluation” and subheading “Problem solving techniques used in the design and delivery of an event”. The evidence provided is suitable as problem solving techniques used in the project are briefly explained and generalised in there uses. Whilst references or links are also noted, thus proving the research aspect. |

**Justify the use and application of a range of solution methodologies.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace/blob/master/README.md> |
| The evidence relating to the Justification of the use of a range of solution methodologies can be found in the ZSL repository under the heading “Evaluation” and sub heading “Justification of use of solution methodologies”. The evidence is applicable as the paragraphs document a use of a range of solution methodologies with specific examples relating to the project and a generalised view on why using the methodologies was beneficial. |

**Analyse team dynamics, in terms of the roles group members play in a team and the effectiveness in terms of achieving shared goals.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace> |
| The evidence is under the heading "Evaluation" and sub heading "importance of team dynamics in the success and failure of group work" which explains in general the importance of team dynamics but also relates it to a project undertaken by me and others within groups, relates to the above criteria as it delves into how team dynamics can affect roles group members play in a team as without it duplicates of work could appear etc. Whilst also briefly going over the effectiveness in terms of achieving shared goals. |

**Compare and contrast different motivational theories and the impact they can have on performance within the workplace.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace/blob/master/README.md> |
| The evidence provided may be found in the README.md for the ZSL repository, under the “Evaluation” Heading and sub heading “Motivational theories, contrast and impact on the workplace”. This constitutes as evidence as two different motivational theories have been compared seeing what’s similar/different and specifically the impact they have on performance. |

**Evaluate the effectiveness and application of interpersonal skills during the design and delivery of a training event.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace/blob/master/README.md> |
| The evidence for this criteria may be found under the "Evaluation" heading and "event and design evaluation" sub heading. This is applicable as the documented paragraphs explain how the presentation, design and delivery went with regards to the effectiveness and in relation to the application of interpersonal skills. |

**Critique the process of applying critical reasoning to a given task/activity or event.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace/blob/master/README.md> |
| This evidence is documented in the ZSL repository under the heading “Evaluation” and subheading “Critique of the process to give critical reasoning”. Furthermore the work given or supplied is suitable to said criteria as it questions the process of applying critical reasoning, briefly stating the process and what could be improved upon further, reflecting on what could be done in future projects when using critical reasoning to evaluate, make or solidify a decision. |

**Provide a critical evaluation of your own role and contribution to a group scenario.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace/blob/master/README.md> |
| The evidence may be found under the "Critical Evaluation” sub heading and heading "Evaluation”. The paragraphs constitute as evidence for this criteria as it evaluates my own role and contribution to a group scenario also briefly stating what I could or would do better given the opportunity in another similar scenario. |

**Evaluate a range of evidence criteria that is used as a measure for effective CPD.**

|  |
| --- |
| Link: <https://github.com/matthewsides/ZSL-Green-House-Menace/blob/master/README.md> |
| The evidence of a range of criteria evaluated that can be applicable and used as a measure for effective CPD can be found in the ZSL repository in particular under the "evaluation" heading as the interpersonal skills demonstrated during the design and delivery of the event were evaluated, which may be used in relation to CPD to shows how my interpersonal skills have and will develop, suitable for comparison to future projects to see how my views have changed and whether I've improved. Whilst team dynamics and my own contribution was also covered and evaluated which may be used as an effective measure of CPD to show how I've developed for other projects , how much is contributed and whether if working within a group the team dynamics are applied and more effective than in this instance (project). Thus showing CPD, through using the wide range of evidence criteria documented. |