

Unit 3 – Professional Practice

Assignment 1 – Supporting Document

This is not a new brief. Use this in support of the existing assignment brief.

TASK 1

For P1:

You need to focus on your communication skills. You can demonstrate the communication skills in the form of the resources you will use as part of your training sessions. Annotate them to justify your decisions regarding the communication methods used.

I am assessing your verbal communication from your video. Therefore, this **must** be provided.

For P2/M1:

You are likely to have an agenda for the training event. BUT... we need to see an official schedule in the form of a GANTT chart for the event. Again, this needs to be annotated with justifications of your timings, predecessors, contingencies, etc.

For P4:

Critical reasoning must be shown. You created your training event (e.g. identified objectives, designed resources and activities, etc.) from a brief overview. Therefore, you must have applied critical reasoning to design this! But... you **must** annotate your work and/or explain within the video how you have used critical reasoning to design this training event.

TASK 2

For M2:

Your research table must focus on a range of problem-solving models. Make sure you explain the problem-solving model, and then explain how you **could** apply it to your problem (needing to amend the training plan to support all learning needs/styles). This is research. You **MUST** use Harvard referencing, as without you will face academic failure.

For P3:

You need to demonstrate how you've used one or more of these problem-solving models in order to solve the problem. Again, feel free to include annotations, explanations, etc. to help demonstrate this.

TASK 3

For D1 (Communication Skills) & D2 (Critical Reasoning):

Evaluation of your communication skills and your critical reasoning. This needs to be the full range of skills. What was effective & why? What wasn't so effective? Why? How are you going to improve? Deeper analysis and reasoning needed here.

For M3:

This is a justification of the problem-solving model(s) you chose to use as part of task 2. I would also suggest you explain what went well and what could have been better in applying that model to your training changes (as part of task 2).

SUBMISSION

The final submission time/date will be **BEFORE** class on Tuesday 5th November (Deadline time: 18:00).

This time, you will upload this to Moodle (not the TurnItIn system). This will enable you to upload plenty of files.

However, you will need to upload tasks 2 & 3 to a plagiarism check TurnItIn area on Moodle.