

NOCN Level 3 Award in Skills for Employment, Training and Personal Development - 601/1683/3

Rules of Combination: The learner must achieve a total of 6 credits with a maximum of 3 credits to be achieved from Group C.

Group A Personal Development

Ofqual Unit Code	Unit Title	Mandatory or Optional	Credit Value	Level	NOCN ID	Sector
M/505/5725	Nutrition and Healthy Eating	Optional	3	L3	CAQ805	1.3
T/505/5726	Child Protection	Optional	3	L3	CAQ796	1.5
D/505/5753	Cognitive Development of Children	Optional	3	L3	CAQ797	1.5
H/505/5754	Physical Development of Children	Optional	3	L3	CAQ811	1.5
A/505/5727	Play and Child Development	Optional	3	L3	CAQ812	1.5
F/505/5728	Play for Children Birth to Three Years	Optional	3	L3	CAQ813	1.5
A/505/5730	Improvisation and Performance Skills	Optional	3	L3	CAQ800	9.1
F/505/5731	Musical Ensemble Skills	Optional	6	L3	CAQ804	9.1
K/505/5724	Music Skills for Solo Performance	Optional	6	L3	CAQ803	9.1
K/505/5755	Performance Realisation Skills	Optional	9	L3	CAQ806	9.1
M/505/5756	Performing Physical Theatre	Optional	3	L3	CAQ807	9.1
D/505/5767	Rehearsal Skills	Optional	3	L3	CAQ818	9.1
F/505/5759	Song Writing Skills	Optional	6	L3	CAQ819	9.1
A/505/5761	Using Digital Sampling Techniques for Composing	Optional	6	L3	CAQ824	9.1
H/505/5768	Design Project	Optional	3	L3	CAQ799	9.2
D/505/5770	Preparation for Employment in the Creative and Cultural Industries	Optional	3	L3	CAQ814	9.2
K/505/5772	Making a Radio Magazine Programme	Optional	2	L3	CAQ802	9.3
M/505/5773	Preparing for a Career in the Media Industry	Optional	9	L3	CAQ815	9.3
A/505/5775	Radio Production Editing Techniques	Optional	2	L3	CAQ816	9.3
J/505/5777	Creative Writing Skills	Optional	3	L3	CAQ798	9.4
R/505/5779	Building a Personal Career Portfolio	Optional	3	L3	CAQ795	14.1
T/505/6035	Interpersonal Skills	Optional	3	L3	CAQ801	14.1
L/505/6042	Personal Learning Goals	Optional	3	L3	CAQ809	14.1
D/505/6045	Personal Study Skills	Optional	6	L3	CAQ810	14.1
K/505/6047	Personal Career Preparation	Optional	1	L3	CAQ808	14.2
M/505/6048	Recognising Employment Opportunities	Optional	1	L3	CAQ817	14.2

T/505/6049	Undertaking an Enterprise Project	Optional	6	L3	CAQ823	14.2
J/505/5729	Understanding Sports Coaching Skills	Optional	6	L3	CAQ821	8.1
H/505/6046	Stress and Stress Management Techniques	Optional	6	L3	CAQ820	14.1
Y/505/6089	Work with Volunteers in a Creative and Cultural Context	Optional	3	L3	CAQ825	9.2
A/503/8121	Understanding the Intellectual and Language Development of Children	Optional	3	L3	CAO802	1.5

Group B Vocational Support

A/505/5257	Customer Service Skills	Optional	2	L3	CAQ827	14.1
J/505/5262	Decision Making Skills	Optional	2	L3	CAQ828	14.1
H/505/5270	Improving own Learning and Performance	Optional	2	L3	CAQ832	14.1
H/505/8413	Negotiation Skills	Optional	2	L3	CAQ977	14.1
M/505/5272	Presentation Skills	Optional	2	L3	CAQ834	14.1
A/505/5274	Team Leading Skills	Optional	2	L3	CAQ836	14.1
F/505/5275	Teamwork	Optional	2	L3	CAQ837	14.2
J/505/5276	Time Management	Optional	2	L3	CAQ838	14.1
L/505/5828	Equality and Diversity at Work	Optional	1	L3	CAQ830	14.1
F/505/5261	Communication in the Workplace	Optional	2	L3	CAQ826	14.1
D/505/5266	Employment Rights and Responsibilities	Optional	2	L3	CAQ829	14.2
Y/505/5833	Health and Safety Procedures in the Workplace	Optional	1	L3	CAQ831	14.2
R/505/5829	Work Experience	Optional	1	L3	CAQ839	14.2
T/505/5273	Problem Solving in the Workplace	Optional	2	L3	CAQ835	14.2

Group C IT Skills

T/502/4556	Database Software	Optional	6	L3	CAI961	6.2
A/502/4574	Design Software	Optional	5	L3	CAI965	6.2
H/502/4567	Desktop Publishing Software	Optional	5	L3	CAI968	6.2
R/502/4614	Imaging Software	Optional	5	L3	CAI973	6.2
H/502/4617	Multimedia Software	Optional	6	L3	CAI987	6.2
T/502/4623	Presentation Software	Optional	6	L3	CAI989	6.2
J/502/4626	Spreadsheet Software	Optional	6	L3	CAI993	6.2
T/502/4301	Using Email	Optional	3	L3	CAI995	6.2
F/502/4298	Using the Internet	Optional	5	L3	CAI996	6.2
T/502/4394	Video Software	Optional	4	L3	CAI997	6.2

Y/502/4632	Website Software	Optional	5	L3	CAJ012	6.2
Y/502/4629	Word Processing Software	Optional	6	L3	CAI998	6.2