

Module 02

Personal Learning Plan

Relevant to:
All Appointments

Description

Creating a plan to help you fulfill the requirements of your role, taking into account existing knowledge and skills.

This means:

- identifying the skills needed to do the job
- planning the training, learning and support needed to fill any gaps
- showing that you can do the job

Questions

- Have you worked your way through the workbook?
- Have you identified which modules are relevant to your role?
- Have you decided which modules you can already complete?
- Have you met and agreed a learning and validation plan with your Training Adviser?

Delivery methods

- One to one
- Workbook.

To validate this module you will need to:

- Create a Personal Learning Plan agreed with your Training Adviser.

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This module is not an OCN unit.