Unit 4, Outcomes 1 & 2 - Employment opportunities

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| **Excelling** | Demonstrates a thorough understanding of all key concepts and knowledge underpinning the task/s including the characteristics, limitations and advantages of various portfolio types relevant to potential employment, industry or higher education; employability and personal skills, appropriate evidence, artefacts, methods and strategies of presentation and evaluation as relevant to portfolio type. | Explains key ideas and concepts relating to employability and personal skills and communicates personal skills to an audience. Explains, compares and researches key characteristics relating to portfolio types in chosen field. Can discuss and justify selection of portfolio type relevant to current industry practice or further education. Proposes, collects, curates and discusses relevant evidence for portfolio. Proposes and justifies strategies to improve future career prospects. Evaluates communication of skills and evidence. |
| **Achieving** | Demonstrates an understanding of the key concepts and knowledge underpinning the task/s including the characteristics, limitations and advantages of various portfolio types relevant to potential employment, industry or higher education; employability and personal skills, appropriate evidence, artefacts, methods and strategies of presentation and evaluation as relevant to portfolio type. | Explains key ideas and concepts relating to employability and personal skills and communicates personal skills to an audience. Explains and researches key characteristics relating to portfolio types in chosen field. Can discuss selection of portfolio type relevant to current industry practice or further education. Proposes, collects and discusses relevant evidence for portfolio. Proposes strategies to improve future career prospects. Evaluates communication of skills and evidence. |
| **Satisfactory** | Developing an understanding of the key concepts and knowledge underpinning the task/s including the characteristics, limitations and advantages of various portfolio types relevant to potential employment, industry or higher education; employability and personal skills, appropriate evidence, artefacts, methods and strategies of presentation and evaluation as relevant to portfolio type. | Identifies key ideas and concepts relating to employability and personal skills and communicates personal skills to an audience. Explains and researches key characteristics relating to portfolio types in chosen field. Can discuss selection of portfolio type. Collects and discusses relevant evidence for portfolio. Identifies strategies to improve future career prospects. Evaluates communication of skills and evidence with support. |
| **Not yet satisfactory** | Beginning to understand the key concepts and knowledge underpinning the task/s including the characteristics, limitations and advantages of various portfolio types relevant to potential employment, industry or higher education; employability and personal skills, appropriate evidence, artefacts, methods and strategies of presentation and evaluation as relevant to portfolio type. | Identifies some key ideas and concepts relating to employability and personal skills and communicates personal skills to an audience. Identifies and researches key characteristics relating to portfolio types in chose field. Can discuss selection of portfolio type. Collects evidence for portfolio. Identifies some strategies to improve future career prospects. Discusses communication of skills and evidence with support. |
| **Criteria** | **Key knowledge** | **Key skills** |
| Activities 1–9 | Activities 1–9 |