

NOCC-A21 Electrician: Competence Package

<b>Relevant Occupation/trade title:</b> Electrician			<b>SAQA ID:</b> 91761		
<b>Learning Area 1: Prepare for work</b>			<b>Total Hours:</b>		<b>264</b>
<b>Learning Project 12: Reflect on your personal development</b>			<b>Total Hours:</b>		<b>8</b>
<b>Requisite learning areas/projects to be in place (Pre-requisite and co-requisite):</b>			<b>LP: None</b>		
<b>Learning project description: Acknowledge the need for personal development through goal setting; understanding negative emotions and applying drivers for success (motivation, perseverance, self-actualisation and problem solving)</b>					
Activity phase	Practical Skills Modules Content	Underpinning Knowledge Module Content	Work Experience Module Content (Exposure to be given)	Didactical-methodological advice	Learning materials/Tools and Equipment
Reference to QCTO Curriculum	PM: None	KM: None	WM: None		
<b>Planning/Preparation</b>	<p><b><u>Provide access to (Given):</u></b> All documents as listed in the last column</p> <p><b><u>Apprentices must be able to do/perform the following (hard and soft) skills:</u></b></p> <ul style="list-style-type: none"> <li>Understand the importance of setting goals (SMART concept: Specific, Measurable, Attainable, Realistic and Timely)</li> <li>Understand the negative emotions and coping mechanisms</li> <li>Apply problem solving skills in the work environment</li> <li>Identify and utilise drivers for success</li> </ul>	<p><b><u>Knowledge of:</u></b></p> <ul style="list-style-type: none"> <li>Setting realistic goals</li> <li>Difference between short, medium and long-term goals</li> <li>Healthy mind and body principles</li> <li>Stress and its implications on health</li> <li>Dealing with negative emotions (anger, envy, aggression, depression) and its impact on productivity</li> <li>How to cope with negative emotions</li> <li>Drivers for Success</li> </ul>	<p><b><u>Under supervision:</u></b></p> <ul style="list-style-type: none"> <li>Identify strategies for coping with stressful work situations and discuss with mentor</li> <li>Set short and medium term goals for own development in the workplace and discuss with mentor</li> <li>Identify positive successful models in the workplace and note their most important characteristics for their success</li> </ul>	Lecture, presentations, You-Tube videos Practical demonstration and group work Role play	Training manuals LED Projector Computer/Laptop
<b>Implementation/</b>	<ul style="list-style-type: none"> <li>Set realistic personal goals</li> </ul>				

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<b>Execution</b>	<ul style="list-style-type: none"> <li>• Develop short, medium and long term goals</li> <li>• Identify techniques for problem solving</li> <li>• Apply drivers for success to achieve goals</li> </ul>				
<b>Evaluation/ Documentation</b>	<ul style="list-style-type: none"> <li>• Evaluate actual performance against set goals and identify own obstacles to success</li> </ul>				
<b>Total</b>	Hours: 8				
<b>Specialisation additions</b>					
<b>Assessment guidance</b>					
<p><b>Criteria for assessment:</b></p> <ul style="list-style-type: none"> <li>• List the difference between goals and dreams. How can a dream become a reality?</li> <li>• Provide mechanisms on solving problems in the workplace</li> <li>• Identify the common obstacles to goal achievement/success and ways to counter them</li> </ul>					