

Subject: VCAL (Work Related Skills & Personal Development Skills)**Unit: 1**

Week	Unit	Learning Focus
1 - 15	Work Related Skills Learning outcome 1. Learning outcome 2. Learning outcome 3. Learning outcome 4. Learning outcome 5. Personal Development Skills Learning outcome 1 Learning outcome 2 Learning outcome 3 Learning outcome 4 Learning outcome 5	Identify OHS roles and responsibilities of the relevant personnel in a selected work environment or industry. Identify and apply basic OHS procedures in a selected workplace. Work in a team to plan and undertake a basic OHS activity. Research employment opportunities in a selected workplace and learn about conditions of employment. Prepare an application for an employment opportunity. Plan, organise and carry out a complex, self-directed project. Evaluate the impact of environmental, cultural or social issues in a complex, self-directed project. Implement decision-making skills in a complex, self-directed project. Apply strategies to improve communication in a complex, self-directed project. Demonstrate leadership skills for group work and teamwork in a complex self-directed project.

Subject: VCAL (Work Related Skills & Personal Development Skills)**Unit: 2**

Week	Unit	Learning Focus
	Work Related Skills & Learning outcome 1 Learning outcome 2 Learning outcome 3 Learning outcome 4 Learning outcome 5 Personal Development Skills Learning outcome 1 Learning outcome 2 Learning outcome 3 Learning outcome 4 Learning outcome 5 Learning outcome 6	Research, analyse and evaluate an environmental, cultural or social issue that affects members of a community. Establish or build on an external partnership to address or promote awareness of an environmental, cultural or social issue in a community. Plan, organise and carry out a complex, self-directed project related to an environmental, cultural or social issue in a community. Present and communicate ideas and information in a complex, self-directed project related to an environmental, cultural or social issue in a community. Demonstrate effective teamwork skills in a complex, self-directed project related to an environmental, cultural or social issue in a community. Demonstrate initiative/enterprise in the planning of a complex, self-directed work-related project. Investigate, analyse and demonstrate employability skills valued in a complex, self-directed work-related project. Identify, analyse and solve issues related to a complex, self-directed work-related project. Work cohesively with others to support the completion of a complex, self-directed work-related project. attributes and the project goals Analyse and evaluate the process and outcomes of a complex, self-directed work-related project. Deliver a sustained presentation of a complex, self-directed work-related project using technology in an innovative manner.