

Unit Title:	Use career-related information with clients
OCR unit number:	Unit 06
Level:	6
Credit value:	6
Guided learning hours:	40

## Unit purpose and aim

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This unit aims to develop the learner's critical understanding of career-related information in relation to education, training, employment, lifelong learning and the labour market and to help the learner to use this information with clients. This includes web-based career-related information.

Learning Outcomes	Assessment Criteria
<p>The learner can:</p> <ol style="list-style-type: none"> <li>Understand the scope and purpose of career-related information</li> </ol>	<p>The learner will:</p> <ol style="list-style-type: none"> <li>critically analyse the types of career-related information used in career guidance and development</li> <li>evaluate sources of UK and global labour market information and intelligence</li> <li>critically evaluate the reliability, safety and currency of career-related information</li> </ol>
<ol style="list-style-type: none"> <li>Be able to assist client access to career-related information</li> </ol>	<ol style="list-style-type: none"> <li>explain the scope and purpose of career-related information to clients</li> <li>verify information sources for reliability, safety and currency in meeting client needs</li> <li>provide support to clients in interpreting and tailoring information to meet needs</li> <li>explain to clients how to access current and future career-related information needs</li> <li>record career-related information supplied to clients using organisational procedures</li> </ol>

## Assessment

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This unit is internally assessed and externally verified by OCR Assessors. Assessment must include direct observation of practice. Simulations are not allowed.

To achieve a Pass, learners must produce evidence which meets all the assessment criteria.

## Evidence requirements

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All evidence of a learner's performance must be generated in the workplace. Learners must produce their own work and assessors use a range of assessment methods. More information about suitable forms of evidence can be found in the OCR Level 6 Diploma in Career Guidance and Development Centre Handbook.

## Guidance on assessment and evidence requirements

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In order to provide appropriate evidence to meet the assessment criteria for this unit the following methods can be used in addition to the requirement for observation:

- assignment/report
- professional discussion and/or questioning of learner.

The use of observation should preferably be face to face or through 'visual technology'. The use of audio recordings is allowed where the above options are not accessible or for a telephone guidance-based service.