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| **Unit 1 LO4** | **Understand Employability and Communication Skills Used in an IT Environment Road Map** | | | | | |
| In this unit you will investigate water on the land. The aims are as follows:  **LG1**: Knowledge  **LG2**: Application  **LG3**: Skills | Assessment Grades |  |  | | | |
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| **Themes** | **Learning Goals/Outcomes/Content** | | |  |  |  |
| What communication skills are required in the IT environment? | **LG1:** Know about different communication skills used in the IT environment.  **LG2:** Apply knowledge of different communication skills used in the IT environment to various audiences and situations. | | |  |  |  |
| What communication technologies are available?  How can they be used? | **LG1:** Know about different communication technologies available.  **LG1:** Understand the use of different communication technologies in a given context.  **LG2:** Justify the use of different communication technologies in a given context. | | |  |  |  |
| What are personal attributes?  Why are certain attributes required for certain job roles? | **LG1:** Know about the different personal attributes.  **LG1:** Understand why these attributes are important for certain job roles.  **LG1:** Understand why these attributes are valued by employers. | | |  |  |  |
| What is being ready for work?  How do I prepare myself for interview? | **LG1:** Know about being read for work.  **LG1:** Understand why being ready for work is important for you and the organisation you are working for or applying to work for.  **LG2:** Apply knowledge of being ready for work for an interview.  **LG3:** Learn interview skills | | |  |  |  |
| What is a job role?  What jobs are available in the IT industry? | **LG1:** Be aware and know of the various jobs roles on offer in the IT industry.  **LG1:** Understand the skills required for a given context. | | |  |  |  |
| **Assessment** |  | | |  |  |  |

**Links:**

**LG1:** Understanding employability and communication skills used in an IT environment is important to identify what jobs are their requirements are available for when you complete the course.

**LG2:** Application is important so that you select the correct communication for a job as well as present your qualities and attributes well in an interview.

**LG3:** Being able come across well in an interview will result in a future job offer.