

## COGSM30

### Unit 30: Enable Learning Through Demonstration and Instruction in Signmaking Operations



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#### Overview

The unit is appropriate for you if you are involved in activities such as:

1. Demonstrating how equipment is used
2. Showing a learner how to do something
3. Giving learners instructions on what to do or how to carry out a particular activity
4. Provide technical guidance

This unit deals with the following:

5. Training and instruction for learners
6. Instruct learners

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#### Performance criteria

- You must be able to:*
- P1 Ensure that demonstrations take place in a safe environment and allow learners to see the demonstration clearly
  - P2 Assess learners needs
  - P3 Instruct learners on what to do or how to carry out a particular activity
  - P4 Monitor learners progress and give them positive feedback

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#### Knowledge and understanding

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*You need to know and understand:*

- K1 How to make sure everybody acts in line with health, safety and environmental protection legislation and best practice
- K2 Why it is important to explain to the learner the order the activities must be carried out
- K3 Which factors are likely to prevent learning and how to overcome them
- K4 How to check learners' understanding and progress
- K5 How to decide whether the language and level you will be using is appropriate for the learner(s)
- K6 How to choose and prepare appropriate materials, including technology-based materials
- K7 How to encourage learners to ask questions and get explanation at appropriate stages in the demonstration
- K8 How to reduce distractions and disruptions as much as possible
- K9 When to check learners progress
- K10 How to give positive feedback

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#### **Additional Information**

##### **Glossary**

**Learner:** Anyone under going instruction

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**Relevant occupations** Professional Occupations; Engineering Professionals; Engineering and manufacturing technologies; Manufacturing technologies

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**Suite** SignMaking

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