**<*Name of the skills programme>***

 **Skills Programme Strategy Guide**

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# Introduction

# Programme Overview

|  |  |
| --- | --- |
| **Topic** | Description  |
| **Programme Name** |  |
| **Programme Description** |  |
| **Programme purpose** |  |
| **Entry Requirements** |  |

# Unit standard alignment

|  |  |
| --- | --- |
| Topic | Description |
| Unit Standards |  |
| Learning Outcomes |  |
| Programme Articulation |  |
| Learning Pathways |  |

# Programme Design and Delivery

|  |  |
| --- | --- |
| Topic | Description |
| Learning Strategy |  |
| Practical Application |  |
| Workplace Experience |  |
| Time Allocation per module |  |
| Prescribed content |  |
| Delivery Methods |  |
| Media Aids and Equipment |  |

# Assessment Strategy

|  |  |
| --- | --- |
| Topic | Description |
| Patterns of Assessment |  |
| Assessment Strategies |  |
| Methods of Assessment |  |
| RPL Opportunities |  |
| Moderation of Assessments |  |

# Learner Support

|  |  |
| --- | --- |
| Topic | Description |
| Learner roles and responsibilities |  |
| Learner Support |  |

# Programme Evaluation

The following evaluation methods will be used to ensure continuous improvement:

* Learner evaluation of facilitation and programme
* Facilitator evaluation of the training session and learning material
* Assessment review by learners, assessors and moderator

This learning programme comprises of the following documents:

1. Completed and duly signed PSETA accreditation, program approval or extension of scope application form
2. Programme Strategy
3. Learner Guide
4. Facilitator Guide
5. Formative Assessment Workbook
6. Learner Assessment Guide/POE
7. Master Assessment Guide with model answers
8. Orientation guide
9. Log book
10. Workplace guide
11. Consolidated Assessor report template
12. Consolidated Moderator report template
13. Roll Out Plan