



CPT

SKILLS DEVELOPMENT SOLUTIONS



Learnerships



Skills
Programmes

Life Skills - Skills Programme NQF 2 Breakdown

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Name of Module	Unit Standards covered	NQF Level	Duration	Approval Number
Life Skills (14 Credits)	12463 - Understand and deal with HIV/AIDS. (3) 9009 – Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems. (3) 7469 – Use mathematics to investigate and monitor the financial aspects of personal and community life (2) 9268 – Manage basic personal finance (6)	2	5	MERSETA SP 0123/07-17

Unit Standard 12463 - Understand and deal with HIV/AIDS

Qualifying learners can demonstrate an understanding of HIV/AIDS issues affecting them personally and in the workplace. They are able to apply relevant national, industry and company policies and procedures for dealing with HIV/AIDS in the workplace.

On completion the Learner will be able to:

- Explain and discuss HIV/AIDS facts and figures
 - HIV/AIDS facts and figures include definitions, causes, ways of contracting the disease, symptoms, risks associated with the disease, applicable treatments, and current rates of infection in Southern Africa.
 - Purpose of learning about HIV/AIDS
 - Appropriate behaviours at work and outside of work
 - Rights and responsibilities of employees at work
- Identify behaviours that may create a risk of HIV transmission
 - Behaviours include behaviours at work and outside the workplace.
- Explain the rights and responsibilities of employees in the workplace with regard to HIV/AIDS
 - Rights and responsibilities include those of both employees that are HIV positive and those that are not.
- Identify and apply relevant policies and procedures for dealing with HIV/AIDS in the workplace
 - Policies and procedures may include national, industry and organisational level policies and procedures and include issues such as behavioural requirements, testing and disclosure requirements, medical aid issues.

Unit Standard 9009 – Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems.

This Unit Standard is designed to provide credits towards the mathematical literacy requirement of the NQF at Level 2. The essential purposes of the mathematical literacy requirement are that, as the learner progress with confidence through the levels, the learner will grow in:

- A confident, insightful use of mathematics in the management of the needs of everyday living to become a self-managing person
- An understanding of mathematical applications that provides insight into the learner`s present and future occupational experiences and so develop into a contributing worker

On completion the Learner will be able to:

- Apply various techniques to organise and represent data in order to model situations
- Give opinions on the implications of the modelled data for the required purpose
- Identify and solve problems using critical and creative thinking
- Collect, analyse, organise and critically evaluate information

Unit Standard 7469 – Use mathematics to investigate and monitor the financial aspects of personal and community life.

People credited with this unit standard are able to:

- Use mathematics to plan and control personal and/or household budgets and income and expenditure;
- Use simple and compound interest to make sense of and define a variety of situations including investments, stokvels, inflation, appreciation and depreciation;
- Investigate various aspects of financial transactions including costs, prices, revenue, cost price, selling price, loss and profit.

On completion the Learner will be able to:

- Use mathematics to plan and control personal and/or household budgets and income and expenditure.
- Use simple and compound interest to make sense of and define a variety of situations.
- Solving a variety of numerical and financial problems.
- Gather, organise, evaluate and interpret financial information to plan and make provision for monitoring budgets and other financial situations.
- Use everyday language and mathematical language to describe relationships, processes and problem solving methods.
- Use mathematics to analyse, describe and represent financial situations and to solve problems.

Unit Standard 9268 – Manage basic personal finance

To create a better understanding of the value of the money a person earns, be able to distinguish between needs and wants, understand why taxes need to be paid and what it is used for and be able to draw up his/her own personal budgets using their current pay-slips as guide-line and know how to open a bank account.

On completion the Learner will be able to:

- Understand the value of money in a broad context
- Explain current pay-slip or monthly statement of income
- Open a bank account
- Demonstrate an understanding of ordinary taxes individuals pay in South Africa and distinguish needs
- Budget for one year using current wage/salary/pay-slip as guideline

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