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| Title | **Manage own learning in a programme** | | |
| Level | **2** | **Credits** | **3** |

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| Purpose | People credited with this unit standard are able to demonstrate knowledge of own learning, and produce and implement a plan to achieve outcomes in a learning programme. |

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| Classification | Core Generic > Work and Study Skills |

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| Available grade | Achieved |

**Guidance Information**

1. Unit 7117, *Develop strategies to enhance own learning,* is relevant to and/or supports this unit standard but is not a prerequisite.
2. All concerned with the teaching/learning and assessment relating to this unit standard need to be aware of, and respect, any issues of privacy and confidentiality.

3 Implementation is required over enough time to generate sufficient evidence for management of the plan.

**Outcomes and performance criteria**

**Outcome 1**

Demonstrate knowledge of own learning.

**Performance criteria**

1.1 Factors are described in terms of how they affect own learning.

Range factors may include but are not limited to – social, emotional, physical, spiritual, cognitive, cultural;

evidence of three factors is required.

1.2 Responsibility for own learning is described in terms of own behaviours.

**Outcome 2**

Produce and implement a plan to achieve outcomes in a learning programme.

**Performance criteria**

2.1 Outcomes for the learning programme and milestones by which progress is to be measured are identified in the plan.

2.2 Considerations are identified in the plan in terms of outcomes and/or milestones.

Range considerations include – own needs, the learning environment, available resources, any constraints, any assessment requirements, factors and behaviours identified in outcome 1.

2.3 Progress is reviewed as identified in the plan.

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| Planned review date | 31 December 2027 |

**Status information and last date for assessment for superseded versions**

| Process | Version | Date | Last Date for Assessment |
| --- | --- | --- | --- |
| Registration | 1 | 22 May 1996 | 31 December 2015 |
| Revision | 2 | 27 March 1998 | 31 December 2015 |
| Review | 3 | 26 September 2001 | 31 December 2015 |
| Review | 4 | 16 July 2010 | 31 December 2017 |
| Review | 5 | 18 June 2015 | 31 December 2019 |
| Review | 6 | 25 January 2018 | N/A |
| Review | 7 |  | N/A |

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| Consent and Moderation Requirements (CMR) reference | 0113 |

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Comments on this unit standard**

Please contact NZQA National Qualifications Services [nqs@nzqa.govt.nz](mailto:nqs@nzqa.govt.nz) if you wish to suggest changes to the content of this unit standard.