

**Field      Core Generic****Review of Core Generic unit standards**

<b>Subfield</b>	<b>Domain</b>	<b>ID</b>
Core Generic	Self-Management	496, 548, 7123, 7127, 8548, 9695, 9696, 12348, 12349, 12352, 12354, 12355, 12357, 12358, 12359
	Social and Cooperative Skills	525, 526, 542, 4261, 7124, 7126, 12356, 18862, 30906, 30907, 30908, 30910,
	Work and Study Skills	56, 64, 377, 504, 543, 1978, 1979, 1980, 4249, 4251, 4252, 4253, 7117, 7118, 7119, 7120, 7121, 8824, 10780, 10781, 11827, 12382, 12383, 16688, 30909, 30911

NZQA National Qualifications Services has completed the review of the unit standards listed above.

**Date new versions published**

**February 2023**

**Planned review date**

**December 2027**

**Summary**

These standards in domains *Self-Management*, *Social and Cooperative Skills*, and *Work and Study Skills* were reviewed as part of their regular quality-management cycle. Stakeholders were informed and invited to be involved. A panel was convened, representative of stakeholders, who drafted amendments to the standards and submitted them to stakeholders for comment. There was consensus approval for the draft amended standards following public consultation in November 2022.

**Main changes**

- Credits for standard 7123 were reduced to better reflect the reviewed content.
- Credits for standard 9695 were increased to better reflect the reviewed content.
- Two outcomes were reduced to one in standards 7117 and 16688.
- In standards 7123, 9695, 9696 (problem solving), vocabulary was clarified, standard 9695 was turned from theoretical to practical, and standard 9696 has a new requirement to solve the problem.
- In standard 8824 the requirement to use “oral, visual, and written sources” was deleted.
- In standard 12348 the focus was widened to include managing own emotions rather than just anger.
- The concepts of short- and long-term stress was included in standard 12355.
- A new, general level 2 standard was developed in the alcohol and other drugs context, with a focus on wellbeing/hauora.
- A new standard at level 2 was developed about keeping safe online.
- Two new standards were developed at levels 1 and 2 with a focus on fake online information.
- Standards 7119, 11827, and 12382 were recommended for expiry due to low usage and/or no discernible interest in future use.
- Title of 15 standards were amended to better align with the reviewed outcomes.

**Category D unit standards will expire at the end of December 2025**

**Detailed list of unit standards – classification, title, level, and credits**

All changes are in **bold**.

<b>Key to review category</b>	
<b>A</b>	Dates changed, but no other changes are made - the new version of the standard carries the same ID and a new version number
<b>B</b>	Changes made, but the overall outcome remains the same - the new version of the standard carries the same ID and a new version number
<b>C</b>	Major changes that necessitate the registration of a replacement standard with a new ID
<b>D</b>	Standard will expire and not be replaced

Core Generic > Core Generic > Self-Management

<b>ID</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>	<b>Review Category</b>
496	Produce, implement, and reflect on a plan to improve own personal wellbeing <b>Produce, implement, and reflect on a plan to improve own personal wellbeing/hauora</b>	1	3	B
548	Demonstrate knowledge of the impact of alcohol and other drugs <b>Demonstrate knowledge of the effects of alcohol and other drugs on self</b>	1	3	B
7123	Apply a problem-solving method <b>Apply a problem-solving model</b>	2	3 2	B
7127	Exercise informed choice in deciding on a major goods or service purchase <b>Make an informed choice in deciding on a major goods or service purchase</b>	3	2	B
8548	Demonstrate knowledge of accessing legal assistance	2	3	B
9695	Examine problem-solving models and explain associated techniques <b>Examine problem-solving models and apply a problem-solving model to a problem of some complexity</b>	3	3 4	B
9696	Apply a problem-solving model <b>Solve a complex problem using a problem-solving model</b>	4	4	B
12348	Demonstrate knowledge of anger management <b>Demonstrate knowledge of strategies for managing own emotions</b>	1	2	B
12349	Demonstrate knowledge of time management	2	3	B
12352	Describe aspects of one's own lineage/whakapapa, heritage, and cultural identity <b>Describe aspects of one's own whakapapa, heritage, and cultural identity</b>	2	3	B
12354	Describe legal implications of living in rented accommodation and means to prevent and resolve related problems <b>Describe legal rights and responsibilities under tenancy law and means to prevent and resolve related problems</b>	2	4	B
12355	Describe strategies for managing stress	2	3	B
12357	Demonstrate knowledge of human sexuality	2	4	B
12358	Demonstrate knowledge of purchasing household consumables	1	3	B

ID	Title	Level	Credit	Review Category
12359	Describe household conservation strategies <b>Describe household sustainability strategies</b>	2	3	B
<b>33142</b>	<b>Demonstrate knowledge of alcohol and other drugs for wellbeing/hauora</b>	2	4	<b>NEW</b>

Core Generic > Core Generic > Social and Cooperative Skills

ID	Title	Level	Credit	Review Category
525	Recognise sexual harassment and describe ways of responding <b>Recognise sexual harassment and describe responses</b>	2	3	B
526	Describe community agencies and services provided	1	2	B
542	Recognise discrimination and describe ways of responding	2	3	B
4261	Identify legal rights and obligations in relation to motor vehicle ownership and operation	2	3	B
7124	Demonstrate knowledge of one-to-one negotiation	2	2	B
7126	Respond to oral complaints <b>Respond to negative feedback in one-to-one situations</b>	3	2	B
12356	Demonstrate knowledge of consumer problems and ways to resolve them	3	3	B
18862	Facilitate the Peer Support programme in schools	3	4	B
30906	Plan and engage in an activity intended to benefit the community	3	6	B
30907	Demonstrate knowledge in relation to the New Zealand Police Ngā Pirihimana o Aotearoa in the community	2	3	B
30908	Demonstrate knowledge of consequences of breaking laws	1	2	B
30910	Develop strategies to respond to cyberbullying <b>Identify strategies to respond to online bullying</b>	1	2	B
<b>33143</b>	<b>Demonstrate knowledge of strategies to keep safe online</b>	<b>2</b>	<b>3</b>	<b>NEW</b>

Core Generic > Core Generic > Work and Study Skills

ID	Title	Level	Credit	Review Category
56	Respond orally to customer enquiries	1	2	B
64	Perform calculations for a specified workplace	1	2	B
377	Demonstrate knowledge of diversity in workplaces	2	2	B
504	Produce a CV (curriculum vitae)	1	2	B
543	Work in a new workplace	1	3	B
1978	Describe basic employment rights and responsibilities, and sources of information and/or assistance <b>Demonstrate knowledge of basic employment rights and responsibilities, and sources of information and/or assistance</b>	1	3	B

ID	Title	Level	Credit	Review Category
1979	Describe employment agreements	2	3	B
1980	Describe, from an employee perspective, ways of dealing with employment relationship problems	3	3	B
4249	Describe obligations as an employee	1	3	A
4251	Plan a career pathway	3	3	B
4252	Produce a personal targeted CV (curriculum vitae)	2	2	B
4253	Demonstrate knowledge of job search skills	2	3	A
7117	Develop strategies to enhance own learning	2	2	B
7118	Manage own learning in a programme	2	3	B
7119	Describe memory processes and demonstrate a memory technique	2	2	D
7120	Demonstrate knowledge of note taking	1	2	B
7121	Demonstrate skills to search and select information	1	2	B
8824	Research a topic using oral, visual and written sources, and evaluate the research process <b>Research a topic and evaluate the research process</b>	2	3	B
10780	Complete a work experience placement	2	3	B
10781	Produce a plan for own future directions	2	3	B
11827	Demonstrate knowledge of, and prepare to participate in, organisational change	3	2	D
12382	Describe the significance of one's work within an employing organisation	2	2	D
12383	Explore career options and their implications	2	3	B
16688	Describe the effects of shift work and strategies to manage them	2	2	B
30909	Describe how employee behaviours and/or attitudes contribute to positive workplace relationships and performance	1	2	B
30911	Demonstrate knowledge of a specified workplace	3	3	B
<b>33140</b>	<b>Demonstrate knowledge of fake online information</b>	<b>1</b>	<b>3</b>	<b>NEW</b>
<b>33141</b>	<b>Evaluate fake online information</b>	<b>2</b>	<b>4</b>	<b>NEW</b>