

Title	Converse with others		
Level	1	Credits	2

Purpose	People credited with this unit standard are able to converse with a friend and with a colleague face-to-face.
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Classification	Communication Skills > Interpersonal Communications
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Available grade	Achieved
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Explanatory notes

- 1 Candidates may be assessed against this unit standard in a real-life context using naturally occurring evidence or in simulated conditions that relate as closely as possible to a situation relevant to the candidate.
- 2 Hearing impaired people may be assessed using a sign language interpreter.

Outcomes and evidence requirements

Outcome 1

Converse with a friend.

Range methods – face-to-face, telephone.

Evidence requirements

- 1.1 Forms of address and identification used fit the situation, occasion, medium, and relationship between the participants.
- 1.2 An exchange of information is sustained on familiar topics.
Range topics may include but are not limited to – self, family, life experiences, general well-being, weather.
- 1.3 Personal views or feelings are expressed in a manner that fits the situation.
- 1.4 Clarification is requested in a manner that is clear and non-threatening.
Range may include but is not limited to – unknown words, ambiguity or uncertainty for the learner.
- 1.5 Feedback is used to show interest, opinion, and confirmation of facts.

- 1.6 Choice of language fits the situation, occasion, subject matter, medium, and relationship between participants.
- 1.7 Interaction is completed in a manner that fits the situation, occasion, medium, and relationship between the participants.

Outcome 2

Converse with a colleague face-to-face.

Evidence requirements

- 2.1 Language and responses used fit the situation, occasion, subject matter, medium, and relationship between participants.
- 2.2 The conversation is maintained in a manner that fits the situation, occasion, relationship between participants, and topic being discussed.
- 2.3 Clarification is requested in a manner that is clear and non-threatening.
- Range unknown words, ambiguity and/or uncertainty.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 March 1998	31 December 2014
Revision	2	11 February 2004	31 December 2014
Review	3	17 April 2009	31 December 2016
Rollover and Revision	4	24 October 2014	31 December 2020
Review	5	16 February 2017	31 December 2020

Consent and Moderation Requirements (CMR) reference

0113

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

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

This unit standard is expiring