

Title	Use graphics in communication		
Level	2	Credits	2

Purpose	People credited with this unit standard are able to: identify the purpose of graphics in communication; and communicate using graphics.
----------------	---

Classification	Communication Skills > Writing
-----------------------	--------------------------------

Available grade	Achieved
------------------------	----------

Guidance Information

- 1 Definition
A *graphic* is any visual image or design that enhances the presentation of information orally and/or in writing.
- 2 All activities relevant to this standard must reflect ngā kaupapa o te Tiriti o Waitangi (the principles of the Treaty of Waitangi).
- 3 All activities must, as relevant to candidates and/or this standard, reflect the peoples of the Pacific and other cultures, and their world views.

Outcomes and performance criteria

Outcome 1

Identify the purpose of graphics in communication.

Performance criteria

- 1.1 Advantages and disadvantages of using graphics in communication are identified.

Range	evidence of three advantages and three disadvantages is required.
-------	---
- 1.2 Contexts in which graphics would enhance communication are identified.

Range	evidence is required of three different contexts, each using a different type of graphic.
-------	---

Outcome 2

Communicate using graphics.

Range evidence of two types of graphics is required.

Performance criteria

- 2.1 Information is selected for graphic presentation in terms of enhancing the communication.
- 2.2 Graphics are selected to enhance the message being conveyed.
- 2.3 Graphic information is presented in a manner that fits the context, the subject matter, and the intended audience.

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Status information and last date for assessment for superseded versions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	26 January 1995	31 December 2014
Review	2	9 August 1996	31 December 2014
Review	3	24 March 1998	31 December 2014
Revision	4	11 February 2004	31 December 2014
Review	5	17 April 2009	31 December 2016
Rollover and Revision	6	24 October 2014	31 December 2020
Review	7	16 February 2017	N/A
Review	8	24 March 2022	N/A

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 if you wish to suggest changes to the content of this unit standard.