

WRITE/PRESENT/SIGN FOR A WIDE RANGE OF CONTEXTS

Unit Standard: 119459



Course Information

Qualification Title	Further Education and Training Certificate: New Venture Creation
Course Title	Write/Present/Sign for a Wide Range of Contexts
Course Level	4
Course Credits	5
Course Duration	Three days
Cost of Course	R 2 800,00 per delegate (excluding 15% VAT)

Course Overview

This Unit Standard will be useful to learners who are required to communicate confidently and fluently in writing/signing in almost any formal and informal situation. Competence at this level will help learners to analyse and make mature judgements about complex, human, personal, social, and environmental issues – leading to the ability to express and motivate their own opinions.

Learners at this level write/sign expressively and with conviction on topics of interest. They cope well with the exploration of complex themes and issues in a variety of writing/signing styles that stimulate and maintain the interest of their readers/audience. Through a drafting and editing process, their writing/signing shows significant improvement.

Further Education and Training Certificate: New Venture Creation

Who Should Attend?	• This qualification is ideal for training potential or existing entrepreneurs who plan to run formal and informal Small, Micro and Medium Enterprises.
Course Objectives	• Write/sign effectively and creatively on a range of topics. • Choose language structures and features to suit communicative purposes. • Edit writing/signing for fluency and unity.
Benefits	Benefits of this course include learning to: • Work effectively with others and in teams using interactive speech/sign in activities, discussion, and research projects. • Identify and solve problems using context to decode and make meaning individually and in groups in oral, reading, signing, and/or written activities. • Organise and manage oneself and one's activities responsibly and effectively through using language. • Collect, analyse, organise, and critically evaluate information fundamental to the process of growing language capability across language applications and fields of study. • Communicate effectively using visual, mathematical and/or language skills in formal and informal communications in writing/signing. • Use science and technology effectively and critically using technology to access and present texts. • Understand the world as a set of inter-related parts of a system through using language to explore and express links in a global range of contexts and texts. • Contribute to the full development of oneself by engaging with texts that stimulate awareness and development of life skills and the learning process.

Course Content

Course Modules	Course modules consist of learning to: 1. Write/sign effectively and creatively on a range of topics. 2. Choose language structures and features to suit communicative purposes.

	3. Edit writing/signing for fluency and unity.
Certification and Assessments	All delegates who complete the summative assessment will be assessed, moderated, and receive a SOR (Statement of Results). Thereafter a Certificate of Competence from WWISE (or SETA for qualifications) will be issued

About WWISE

Who are we?	World Wide Industrial & Systems Engineers (WWISE) is an ISO consultancy, training, business solutions, and systems implementation firm based in Southern Africa that provides clients with effective business processes management solutions in preparation for ISO compliance. The solutions we provide and implement allow our clients to compete favourably in modern competitive business environments, both locally and internationally. We also strive to be the leading training providers in SHERQ, ISO, Engineering, Finance, Business, and Project Management.
What do we do?	Our services are aimed at the improvement of quality, efficiency, knowledge, and competitiveness of client companies. This service range includes: • ISO and SHERQ Systems implementation services, whereby we assist clients in meeting the requirements of (but not limited to) ISO 9001, 14001, 22000, 31000, 27001, 20000-1, 50001, and ISO 45001 Standards. • Integrated Management Systems development whereby we integrate several business systems and management solutions into a single management system to comply with standards. • Training of all employees (Shop Floor to Executive Management) in the fields of SHERQ, Engineering, Finance, Business, and Project Management to meet job responsibilities and expertise requirements of International Standards. • ISO and Legal Auditing which includes Gap Analysis Audits, Product, Process, Procedural, and Systems auditing by our registered SAATCA Auditors. • Customised web-based solutions integrating current systems to be in line with ISO requirements. We are a Level 1 BBBEE Contributor that specialises in systems development, consultancy, training, and auditing.