

ACCESS AND USE INFORMATION FROM TEXTS

Unit Standard: 8963



Course Information

Qualification Title	National Certificate: New Venture Creation (SMME)
Course Title	Access and use Information from Texts
Course Level	2
Course Credits	5
Course Duration	Three days
Cost of Course	R2 800,00 per delegate (excluding 15% VAT)

Course Overview

This course will assist learners to be able to read or view, understand and respond to texts on a range of topics and respond critically to the aesthetic, cultural and emotional values in texts.

Access and use information from texts

Who Should Attend?	• Entrepreneurs • Anyone in an office or business environment • Those who would like to complete the qualification
Course Objectives	• Identify the main ideas in different text types. • read and respond to texts for a variety of purposes. • use a range of reading and viewing strategies to make meaning of texts. • identify and discuss how language structures and features may influence a reader.
Benefits	• Read and respond to texts for a variety of purposes. • Use a range of reading and viewing strategies to make meaning of texts.

Course Content

Course Modules	1. Identify the main ideas in different text types. 2. The choice of words, language usage, symbols, pictures and tone are described in terms of how a point of view is shaped or supported. 3. Implicit and explicit messages in texts are identified and explained with reference to the purpose of the text. 4. How to interpret simple instructions, directions and explanations consistent with the intention of the text. 5. Identify and discuss how language structures and features may influence a reader.
Certification and Assessments	• All delegates who complete the summative assessment will be assessed, moderated and receive the SOR (Statement of Results) then the certificate of competence from WWISE or SETA if it's a qualification

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 and Safety, Health, Environmental, Risk and Quality (SHERQ) management solutions in preparation for ISO compliance. The solutions we provide and implement allow our clients to compete favourably in modern competitive business environments, 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. The service range includes: • ISO and SHERQ Systems implementation services whereby we assist client companies in meeting the requirements of ISO 9001, 14001, 22000, 31000, 27001, 20000-1, 50001 and ISO 45001 standards. • Integrated Management Systems development whereby we integrate several business systems and quality management solutions into a single management system to comply with various quality and safety standards. • Training of all employees (Shop Floor to Executive Management) in the fields of SHERQ, Engineering, Finance, Business and Project Management to meet the 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.