

WRITE FOR A DEFINED CONTEXT

Unit Standard: 8964



Course Information

Qualification Title	National Certificate: New Venture Creation
Course Title	Write for a Defined Context
Course Level	2
Course Credits	5
Course Duration	Three days
Cost of Course	R 2 800,00 per delegate (excluding 15% VAT)

Course Overview

The course will teach the delegate how to use appropriate language in familiar and unfamiliar situations in their writings and in their written observations and responses based on texts they encounter. They will be able to use language appropriate to the socio-cultural, learning or workplace/technical environment as required. In addition to that, they will be able to express themselves reasonably, clearly and precisely when writing, and they will be able to explore new forms of writing in thoughtful and organised ways.

National Certificate: New Venture Creation

Who Should Attend?	• This course is aimed at those who wish to expand their knowledge of business communication.
Course Objectives	• Write for a specific purpose and audience. • Use grammatical structures and writing conventions to produce coherent and cohesive texts for specific contexts. • Adapt language to suit the context. • Draft and edit own writing.
Benefits	Benefits of this course include learning to: • Identify and solve problems using context to decode and make meaning individually and in groups in oral, reading and written activities. • Work effectively with others and in teams by using interactive speech in activities, discussions and research projects. • Organise and manage oneself and one`s activities responsibly and effectively through using language. • Collect, analyse, organise and critically evaluate information which is fundamental to the process of developing language capability across language applications and fields of study. • Communicate effectively using visual, mathematical and/or language skills in formal and informal communications. • Use science and technology effectively and critically 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, and exploring a global range of contexts and texts. • Contribute to the full development of self by engaging with texts that stimulate awareness and development of life skills and the learning process.

Course Content	
Course Modules	Course modules consist of: 1. Write for a specific audience and purpose. 2. Use grammatical structures and writing conventions. 3. Adapt language to suit the context. 4. Draft and edit own writing.
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.