

Mapping Communication to Occupational Studies Unit:- **Vehicle Servicing and Valeting Operations**

Requirements for Communication

Opportunities for teaching and learning from Unit Specification

Talking and Listening

Listen to and take part in discussions, explanations, role-plays and presentations.

Identify the main principles of health and safety at work act. The particular health and safety risks which may be present in your job role and the precautions one must take. Demonstrate how to ensure that the tools and equipment you require are in a safe working condition and are returned to correct location after use.

Communicate information, ideas, opinions, feelings and imaginings using an expanding vocabulary.

Describe 3 opportunities for careers related to vehicle servicing and valeting. Identify specialist vocabulary relating to servicing and valeting techniques, components and materials. Discuss the properties and use of vehicle exterior and interior cleaning materials. Name external and internal cleaning agents used, ensuring they are suitable for the vehicle's surfaces and specification.

Structure talk so that ideas can be understood by others.

Discuss the properties and use of vehicle exterior and interior cleaning materials.

Reading

Read a range of texts for information, ideas and enjoyment.

Identify the environmental regulations in relation to the safe disposal of waste oils, waste materials and cleaning agents and the consequences of not doing so to others and the environment. Identify and compare part numbers to ensure conformity of service replacement component.

Use a range of strategies to read with increasing independence

Identify specialist vocabulary relating to servicing and valeting techniques, components and materials.

Find, select and use information from a range of sources.

Identify the main principles of health and safety at work act. The particular health and safety risks which may be present in your job role and the precautions one must take. Identify the range of servicing, types/intervals etc. Demonstrate how to select and use appropriate information from workshop manuals, technical data books, internet and manufacturer's information sheets.

Writing

Talk about, plan and edit work.

Demonstrate how to ensure that the tools and equipment you require are in a safe working condition and are returned to correct location after use. Evaluate own performance in the practical activity. Carry out an 'end of unit' evaluation.

Communicate information, meaning, feeling, imaginings and ideas, in a clear and organised way.

Identify the main principles of health and safety at work act. The particular health and safety risks which may be present in your job role and the precautions one must take. Name external and internal cleaning agents used, ensuring they are suitable for the vehicle's surfaces and specification.

Write with increasing accuracy and proficiency.

Identify the environmental regulations in relation to the safe disposal of waste oils, waste materials and cleaning agents and the consequences of not doing so to others and the environment. Evaluate own performance in the practical activity. Carry out an 'end of unit' evaluation.