

**NCFE Level 1 Award in Employability Skills (601/4680/1)**

**NCFE Level 1 Certificate in Employability Skills (601/4681/3)**

**Statement of authenticity**

Learner name:

Centre number:

Centre name:

**Signatures**

Learner: Date:

Tutor/Assessor: Date:

Internal Quality Assurer (IQA)\*: Date:

External Quality Assurer (EQA)\*: Date:

\* For completion if part, or all, of the evidence has been sampled by the Internal and/or External Quality Assurer

**Unit title: Understanding Mindset (J/506/7234)**

**You will: Understand how mindset can improve employability**

You can:

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| **1.1 State what mindset qualities are attractive to employers** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
|  |  |
| **IQA/EQA feedback**  |

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| **1.2 Identify what qualities you already have** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.3 Outline why honesty, commitment, flexibility and accountability are key qualities to employers** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.4 Give examples of when you have been honest, committed, flexible and accountable** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.5 Outline how your own mindset qualities could affect your employability** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.6 Identify actions to improve your own mindset qualities** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

**Unit title:**

**You will:**

You can:

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| **1.1** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.2 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.3 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.4 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.5 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.6 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **1.7 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **2.1 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **2.2 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **2.3 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **2.4 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **3.1 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **3.2 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **3.3 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **3.4 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **3.5 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **3.6 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **4.1 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **4.2 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **4.3 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **4.4 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **4.5 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **5.1 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **5.2 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **5.3 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |

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| **5.4 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **5.5 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **5.6 [Only use if applicable]** |
| **What have you done to show this**  | Location of evidence (eg hyperlink/portfolio page number) |
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| **IQA/EQA feedback**  |