**Checklist of evidence for your Unit 6/44 file - BTEC Year 1 - end of academic year 2018/19**

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| Content | In my unit 6/44 folder | I have uploaded this doc to Connect folder | Tutor signature complete |
| **Induction Tasks** | | | |
| 1 Theories of learning -An Explanation of the key influences on the personal learning processes of a person and the effects of these influences |  |  |  |
| 2 Learning style questionnaires x2 |  |  |  |
| 3 My learning style |  |  |  |
| 4 Time line of learning to date on entry to course |  |  |  |
| 5 Review of Skills for learning at the start of the course |  |  |  |
| 6 employability skills reflection at the start of course |  |  |  |
| 7 CV on entry to course |  |  |  |
| 8Reflection upon my educational achievements and learning to date |  |  |  |
| 9 Action plan 1 on entry to course |  |  |  |
| 10 An assessment of my Values and Beliefs, Knowledge, Skills, Practice and Career Aspirations on entry to course. |  |  |  |
| **Work placement booklets** | | | |
| Work placement 1 booklet |  |  |  |
| Work placement 2 booklet |  |  |  |
| Work placement 3 booklet |  |  |  |
| **Work placement reflection logs (in work experience booklet)** | | | |
| Reflection log placement 1 |  |  |  |
| Reflection log placement 2 |  |  |  |
| Reflection log placement 3 |  |  |  |
|  |  |  |  |
| **Any additional work experience evidence eg part time job, voluntary work** | | | |
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|  | | | |
| **CV’s** | | | |
| CV 2 update following work placement 1 |  |  |  |
| CV 3 update following work  Placement 2 |  |  |  |
| CV4 update following work placement 3 |  |  |  |
| **Employability skills development** | | | |
| Employability skills reflection placement 1 & 2 |  |  |  |
| Employability skills reflection placement 3 |  |  |  |
| **Action plans** | | | |
| Review of induction action plan |  |  |  |
| Careers action plan – short & long term goals |  |  |  |
| End of year action plan |  |  |  |
|  |  |  |  |
| **Reflections** | | | |
| Heald Court Farm visit Christmas decorations |  |  |  |
| Induction task 5 Review of Skills for learning at the term 1 & 2 of the course |  |  |  |
| Induction task 10 review - An assessment of my Values and Beliefs, Knowledge, Skills, Practice and Career Aspirations on course term 1 & 2. |  |  |  |
| End of Year 1 review - An assessment of my Values and Beliefs, Knowledge, Skills, Practice and Career Aspirations end of year 1 term 3 |  |  |  |