

THE INSTITUTE OF THE MOTOR INDUSTRY

# Personal Learning And Thinking Skills (PLTS)

# Automotive Sector Mapping Guidelines

Level 4 & 5 Qualifications

# **PLTS Automotive Sector Mapping Guidelines**

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### Introduction

This document lays out the mapping of PLTS to QCF qualifications within the Automotive Sector. The Automotive Sector incorporates a variety of QCF qualifications to suit the needs of the industry and therefore each individual qualification will map the PLTS according to the individual units that make up each qualification. Each QCF qualification comprises of knowledge and performance units (Competency/ Skills).

The PLTS units and elements incorporate elements of research and demonstration and therefore mapping to the QCF units requires a combination of knowledge units, and performance units in order to satisfy the full outcome. Knowledge or performance units alone are not sufficient.

PLTS may be delivered by instruction and/or by demonstration of practical experience, depending on the characteristics of the particular framework. The guidelines do not clearly indicate whether the achievement of each PLTS is by completion of one activity, multiple activities or observation over a period of time. However with all automotive qualifications within an apprenticeship framework, they require learning and experience gained over a period of time and would therefore provide suitable evidence to support PLTS.

While there are specific elements and performance criteria within some QCF units for each subject area, it is the process that is followed through the elements and performance criteria for QCF units which provides the evidence relevant for mapping against the PLTS units and elements. Therefore the completion of a QCF unit should be mapped as evidence against the PLTS elements.

By example, the documented rationale for the generic unit G0102 (below) clearly demonstrates the processes followed to develop a learner's ability to understand and identify hazards in the workplace, and develop the ability to present solutions and provides the opportunity for independent enquiry, creative thinking, reflective learning, team working, self-management and effective participation.

Evidence produced for this unit consequently maps to a number of PLTS elements.

Unit G0102

Rationale

This unit enables the learner to develop an understanding of routine maintenance and cleaning of the automotive environment and using resources economically and health and safety legislation and duties of everyone in the motor vehicle environment. It will provide an appreciation of significant risks in the automotive environment and how to identify and deal with them. Once completed the learner will be able to identify hazards and evaluate and reduce risk.

This unit will enable the learner to develop competency in order to carry out day to day work area cleaning, clearing away, dealing with spillages and disposal of waste, used materials and debris. Identify hazards and risks in the automotive environment and complying with relevant legislation and good practice and work safely at all times within the automotive environment, both as an individual and with others.

### Personal Learning and Thinking Skills Performance criteria

### 1 - Independent Enquirer

- 1.1 Identify questions to answer and problems to resolve
- 1.2 Plan and carry out research, appreciating the consequences of decisions
- 1.3 Explore issues, events or problems from different perspectives
- 1.4 Analyse and evaluate information, judging its relevance and value
- 1.5 Consider the influence of circumstances, beliefs and feelings on events
- 1.6 Support conclusions, using reasoned arguments and evidence

### 2 - Creative Thinker

- 2.1 Generate ideas and explore possibilities
- 2.2 Ask questions to extend your thinking
- 2.3 Connect your own and others' ideas and experiences
- 2.4 Question your own and others' assumptions
- 2.5 Try out alternatives or new solutions and follow ideas
- 2.6 Adapt ideas as circumstances change

### 3 - Reflective Learner

- 3.1 Assess yourself and others, identifying opportunities and achievements
- 3.2 Set goals with success criteria for their development and work
- 3.3 Review progress, acting on the outcomes
- 3.4 Invite feedback and deal positively with praise, setbacks and criticism
- 3.5 Evaluate experiences and learning to inform future progress
- 3.6 Communicate your learning in relevant ways for different audiences

### 4 - Team Worker

- 4.1 Collaborate with others to work towards common goals
- 4.2 Reach agreements, managing discussions to achieve results
- 4.3 Adapt behavior to suit different roles and situations
- 4.4 Show fairness and consideration to others
- 4.5 Take responsibility, showing confidence in yourself and your contribution
- 4.6 Provide constructive support and feedback to others

### 5 - Self Manager

- 5.1 Seek out challenges or new responsibilities and show flexibility when priorities change
- 5.2 Work towards goals, showing initiative, commitment and perseverance
- 5.3 Organise time and resources, prioritising actions
- 5.4 Anticipate, take and manage risks
- 5.5 Deal with competing pressures, including personal and work-related demands
- 5.6 Respond positively to change, seeking advice and support when needed

### 6 - Effective Participator

- 6.1 Discuss issues of concern, seeking resolution where needed
- 6.2 Present a persuasive case for action
- 6.3 Propose practical ways forward, breaking these down into manageable steps
- 6.4 Identify improvements that would benefit others as well as yourself
- 6.5 Try to influence others, negotiating and balancing diverse views to reach workable solutions
- 6.6 Act as an advocate for views and beliefs that may differ from your own

# **PLTS Automotive Sector Mapping Guidelines**

Evidence to cover the PLTS units and elements can be mapped from the evidence produced to cover the following QCF unit learning outcomes and performance criteria:

The QCF units have been coded as follows:

Unit Group	Key to Unit colour guide									
A - Mandatory	Group A Mandatory Generic Units									
B - Mandatory	Group B Mandatory Units									
C- Optional	Group C Optional Units									

Level 4 Certificate in Advanced Vehicle Diagnostics and Management Competence		B - Mandatory	/	C - Optional					
Personal Learning and Thinking Skills criteria	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
- Independent Enquirer									
1.1 Identify questions to answ er and problems to resolve	MR14	MR15	MR17	AMA02	AMA03		MR18		
1.2 Plan and carry out research, appreciating the consequence of the decision	MR14		MR17		AMA03		MR18		
1.3 Explore issues, events or problems from different perspectives	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
1.4 Analyse and evaluate information, judging its relevance and value	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
1.5 Consider the influence of circumstances, beliefs and feelings on decisions and events	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
1.6 Support conclusions, using reasoned arguments and evidence	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
? - Creative Thinker									
2.1 Generate ideas and explore possibilities	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
2.2 Ask questions to extend their thinking	MR14	MR15	MR17		AMA03	AMA05	MR18		
2.3 Connect their own and others' ideas and experiences in inventive ways	MR14	MR15	MR17			AMA05	MR18		
2.4 Question their own and others' assumptions	MR14	MR15	MR17			AMA05	MR18		
2.5 Try out alternatives or new solutions and follow ideas through	MR14	MR15	MR17		AMA03	AMA05	MR18		
2.6 Adapt ideas as circumstances change	MR14	MR15	MR17		AMA03	AMA05	MR18		
- Reflective Learner									
3.1 Assess themselves and others, identifying opportunities and achievements	MR14	MR15	MR17	AMA02		AMA05	MR18		
3.2 Set goals with success criteria for their development and work	MR14	MR15	MR17		AMA03	AMA05	MR18		
3.3 Review progress, acting on the outcomes	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
3.4 Invite feedback and deal positively with praise, setbacks and criticism	MR14	MR15	MR17			AMA05	MR18		
3.5 Evaluate experiences and learning to inform future progress	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
3.6 Communicate their learning in relevant ways for different audiences	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
I - Team Worker									
4.1 Collaborate w ith others to w ork tow ards common goals	MR14	MR15	MR17		AMA03	AMA05	MR18		
4.2 Reach agreements, managing discussions to achieve results		MR15			AMA03	AMA05	MR18		
4.3 Adapt behaviour to suit different roles and situations including leadership roles	MR14	MR15	MR17		AMA03	AMA05	MR18		
4.4 Show fairness and consideration to others		MR15	MR17		AMA03	AMA05	MR18		
4.5 Take responsibility, showing confidence in themselves and their contribution	MR14	MR15	MR17		AMA03	AMA05	MR18		
4.6 Provide constructive support and feedback to others	MR14	MR15	MR17		AMA03	AMA05	MR18		
- Self-Manager									
5.1 Seek out challenges or new responsibilities and show flexibility when priorities change	MR14		MR17		AMA03		MR18		
5.2 Work tow ards goals, show ing initiative, commitment and perseverance	MR14	MR15	MR17		AMA03	AMA05	MR18		
5.3 Organise time and resources, prioritising actions	MR14	MR15	MR17		AMA03		MR18		
5.4 Anticipate, take and manage risks	MR14	MR15	MR17	AMA02	AMA03		MR18		
5.5 Deal with competing pressures, including personal and work-related demands	MR14	MR15			AMA03	AMA05	MR18		
5.6 Respond positively to change, seeking advice and support when needed	MR14				AMA03	AMA05			
- Effective Participator									
6.1 Discuss issues of concern seeking resolution where needed	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
6.2 Present a persuasive case for action	MR14	MR15	MR17	AMA02	AMA03	AMA05	MR18		
6.3 Propose practical ways forward, breaking these down into manageable steps	MR14	MR15	MR17	AMA02	AMA03		MR18		
6.4 Identify improvements that would benefit others as well as themselves	MR14	MR15	MR17	AMA02	AMA03		MR18		
6.5 Try to influence others, negotiating and balancing diverse views to reach workable solutions	MR14	MR15	MR17		AMA03	AMA05	MR18		
6.6 Act as an advocate for views and beliefs that may differ from their own		MR15				AMA05			

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Level 4 Certificate in Advanced Automotive Diagnostics and Management Fundamentals		B - Mandatory	1	C - Optional					
Personal Learning and Thinking Skills criteria		Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
1 - Independent Enquirer									
1.1 Identify questions to answer and problems to resolve	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8		Units 10&11		
1.2 Plan and carry out research, appreciating the consequence of the decision	Units 1&2	Units 3&4			Unit 8		Units 10&11		
1.3 Explore issues, events or problems from different perspectives	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
1.4 Analyse and evaluate information, judging its relevance and value	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
1.5 Consider the influence of circumstances, beliefs and feelings on decisions and events	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
1.6 Support conclusions, using reasoned arguments and evidence	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
2 - Creative Thinker									
2.1 Generate ideas and explore possibilities	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
2.2 Ask questions to extend their thinking	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
2.3 Connect their own and others' ideas and experiences in inventive ways	Units 1&2	Units 3&4	Units 5&6			Unit 9	Units 10&11		
2.4 Question their own and others' assumptions	Units 1&2	Units 3&4	Units 5&6			Unit 9	Units 10&11		
2.5 Try out alternatives or new solutions and follow ideas through	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
2.6 Adapt ideas as circumstances change	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
3 - Reflective Learner									
3.1 Assess themselves and others, identifying opportunities and achievements	Units 1&2	Units 3&4	Units 5&6	Unit 7		Unit 9	Units 10&11		
3.2 Set goals with success criteria for their development and work	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
3.3 Review progress, acting on the outcomes	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
3.4 Invite feedback and deal positively with praise, setbacks and criticism	Units 1&2	Units 3&4	Units 5&6			Unit 9	Units 10&11		
3.5 Evaluate experiences and learning to inform future progress	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
3.6 Communicate their learning in relevant ways for different audiences	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
4 - Team Worker									
4.1 Collaborate with others to work tow ards common goals	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
4.2 Reach agreements, managing discussions to achieve results			Units 5&6		Unit 8	Unit 9	Units 10&11		
4.3 Adapt behaviour to suit different roles and situations including leadership roles	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
4.4 Show fairness and consideration to others		Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
4.5 Take responsibility, showing confidence in themselves and their contribution	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
4.6 Provide constructive support and feedback to others	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
5 - Self-Manager									
5.1 Seek out challenges or new responsibilities and show flexibility when priorities change	Units 1&2	Units 3&4			Unit 8		Units 10&11		
5.2 Work tow ards goals, show ing initiative, commitment and perseverance	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
5.3 Organise time and resources, prioritising actions	Units 1&2	Units 3&4	Units 5&6		Unit 8		Units 10&11		
5.4 Anticipate, take and manage risks	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8		Units 10&11		
5.5 Deal with competing pressures, including personal and work-related demands	Units 1&2		Units 5&6		Unit 8	Unit 9	Units 10&11		
5.6 Respond positively to change, seeking advice and support when needed	Units 1&2				Unit 8	Unit 9			
6 - Effective Participator									
6.1 Discuss issues of concern seeking resolution where needed	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
6.2 Present a persuasive case for action	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8	Unit 9	Units 10&11		
6.3 Propose practical ways forward, breaking these down into manageable steps	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8		Units 10&11		
6.4 Identify improvements that would benefit others as well as themselves	Units 1&2	Units 3&4	Units 5&6	Unit 7	Unit 8		Units 10&11		
6.5 Try to influence others, negotiating and balancing diverse views to reach workable solutions	Units 1&2	Units 3&4	Units 5&6		Unit 8	Unit 9	Units 10&11		
6.6 Act as an advocate for views and beliefs that may differ from their own			Units 5&6			Unit 9			

	QCF Units											
Level 4 Diploma in Vehicle Maintenance and Repair		A - Ma	ndatory		B - Mandatory							
Personal Learning and Thinking Skills criteria		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
1 - Independent Enquirer												
1.1 Identify questions to answer and problems to resolve	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
1.2 Plan and carry out research, appreciating the consequence of the decision	G3	G6	G8	G14	MR14		MR16	MR17	MR18			
1.3 Explore issues, events or problems from different perspectives	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
1.4 Analyse and evaluate information, judging its relevance and value	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
1.5 Consider the influence of circumstances, beliefs and feelings on decisions and events	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
1.6 Support conclusions, using reasoned arguments and evidence	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
2 - Creative Thinker												
2.1 Generate ideas and explore possibilities	G3	G6	G8		MR14	MR15	MR16	MR17	MR18			
2.2 Ask questions to extend their thinking	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
2.3 Connect their own and others' ideas and experiences in inventive ways	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
2.4 Question their own and others' assumptions	G3	G6	G8	G14	MR14	MR15		MR17	MR18			
2.5 Try out alternatives or new solutions and follow ideas through		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
2.6 Adapt ideas as circumstances change		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
3 - Reflective Learner												
3.1 Assess themselves and others, identifying opportunities and achievements		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
3.2 Set goals with success criteria for their development and work		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
3.3 Review progress, acting on the outcomes		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
3.4 Invite feedback and deal positively with praise, setbacks and criticism		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
3.5 Evaluate experiences and learning to inform future progress		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
3.6 Communicate their learning in relevant ways for different audiences		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
4 - Team Worker												
4.1 Collaborate with others to work towards common goals	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
4.2 Reach agreements, managing discussions to achieve results		G6	G8	G14		MR15			MR18			
4.3 Adapt behaviour to suit different roles and situations including leadership roles	G3	G6	G8		MR14	MR15		MR17	MR18			
4.4 Show fairness and consideration to others	G3	G6	G8	G14		MR15	MR16	MR17	MR18			
4.5 Take responsibility, showing confidence in themselves and their contribution	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
4.6 Provide constructive support and feedback to others	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
5 - Self-Manager												
5.1 Seek out challenges or new responsibilities and show flexibility when priorities change		G6	G8		MR14			MR17	MR18			
5.2 Work tow ards goals, show ing initiative, commitment and perseverance		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
5.3 Organise time and resources, prioritising actions		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
5.4 Anticipate, take and manage risks		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
5.5 Deal with competing pressures, including personal and work-related demands	G3	G6	G8	G14	MR14	MR15			MR18			
5.6 Respond positively to change, seeking advice and support when needed	G3	G6	G8	G14	MR14		MR16					
6 - Effective Participator												
6.1 Discuss issues of concern seeking resolution where needed	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
6.2 Present a persuasive case for action		G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
6.3 Propose practical ways forward, breaking these down into manageable steps	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
6.4 Identify improvements that would benefit others as well as themselves	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
6.5 Try to influence others, negotiating and balancing diverse views to reach workable solutions	G3	G6	G8	G14	MR14	MR15	MR16	MR17	MR18			
6.6 Act as an advocate for views and beliefs that may differ from their own		G6	G8	G14		MR15						

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Level 5 AMA Automotive Management	agement																	
								B - Mandatory							C - Optional			
Personal Learning and Thinking Skills criteria	AMA01	AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
1 - Independent Enquirer																		
1.1 Identify questions to answer and problems to resolve		AMA02	AMA03	AMA04		AMA06	AMA08		AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
1.2 Plan and carry out research, appreciating the consequence of the decision			AMA03	AMA04			AMA08			AMA14			AMA07	AMA09				
1.3 Explore issues, events or problems from different perspectives	AMA01	AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
1.4 Analyse and evaluate information, judging its relevance and value		AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
1.5 Consider the influence of circumstances, beliefs and feelings on decisions and events	AMA01	AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15		AMA07	AMA09	AMA11	AMA12		
1.6 Support conclusions, using reasoned arguments and evidence	AMA01	AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
2 - Creative Thinker																		
2.1 Generate ideas and explore possibilities		AMA02	AMA03	AMA04	AMA05	AMA06		AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
2.2 Ask questions to extend their thinking			AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13			AMA16	AMA07	AMA09		AMA12		
2.3 Connect their own and others' ideas and experiences in inventive ways	AMA01			AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16		AMA09		AMA12		
2.4 Question their own and others' assumptions				AMA04	AMA05	AMA06		AMA10	AMA13					AMA09		AMA12		
2.5 Try out alternatives or new solutions and follow ideas through	AMA01		AMA03	AMA04	AMA05		AMA08	AMA10	AMA13	AMA14	AMA15	AMA16		AMA09	AMA11	AMA12		
2.6 Adapt ideas as circumstances change	AMA01		AMA03	AMA04	AMA05		AMA08	AMA10	AMA13	AMA14	AMA15			AMA09	AMA11	AMA12		
3 - Reflective Learner																		
3.1 Assess themselves and others, identifying opportunities and achievements	AMA01	AMA02		AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
3.2 Set goals with success criteria for their development and work	AMA01		AMA03	AMA04	AMA05		AMA08	AMA10				AMA16		AMA09	AMA11	AMA12		
3.3 Review progress, acting on the outcomes	AMA01	AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
3.4 Invite feedback and deal positively with praise, setbacks and criticism	AMA01			AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
3.5 Evaluate experiences and learning to inform future progress	AMA01	AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
3.6 Communicate their learning in relevant ways for different audiences	AMA01	AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
4 - Team Worker																		
4.1 Collaborate with others to work towards common goals	AMA01		AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
4.2 Reach agreements, managing discussions to achieve results	AMA01		AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15				AMA11	AMA12		
4.3 Adapt behaviour to suit different roles and situations including leadership roles	AMA01		AMA03	AMA04	AMA05	AMA06	AMA08			AMA14	AMA15	AMA16				AMA12		
4.4 Show fairness and consideration to others	AMA01		AMA03	AMA04	AMA05	AMA06	AMA08	AMA10		AMA14	AMA15	AMA16	AMA07		AMA11			
4.5 Take responsibility, showing confidence in themselves and their contribution	AMA01		AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
4.6 Provide constructive support and feedback to others	AMA01		AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16			AMA11			
5 - Self-Manager																		
5.1 Seek out challenges or new responsibilities and show flexibility when priorities change	AMA01		AMA03	AMA04				AMA10	AMA13		AMA15	AMA16		AMA09	AMA11	AMA12		
5.2 Work towards goals, showing initiative, commitment and perseverance	AMA01		AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
5.3 Organise time and resources, prioritising actions			AMA03	AMA04			AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
5.4 Anticipate, take and manage risks		AMA02	AMA03	AMA04			AMA08		AMA13	AMA14	AMA15			AMA09	AMA11	AMA12		
5.5 Deal with competing pressures, including personal and work-related demands			AMA03	AMA04	AMA05	AMA06	AMA08		AMA13	AMA14	AMA15			AMA09	AMA11	AMA12		
5.6 Respond positively to change, seeking advice and support when needed	AMA01		AMA03	AMA04	AMA05	AMA06		AMA10	AMA13	AMA14	AMA15			AMA09		AMA12		
6 - Effective Participator																		
6.1 Discuss issues of concern seeking resolution where needed		AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
6.2 Present a persuasive case for action	AMA01	AMA02	AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
6.3 Propose practical ways forward, breaking these down into manageable steps		AMA02	AMA03			AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
6.4 Identify improvements that would benefit others as well as themselves	AMA01	AMA02	AMA03	AMA04		AMA06	AMA08	AMA10	AMA13	AMA14	AMA15	AMA16	AMA07	AMA09	AMA11	AMA12		
6.5 Try to influence others, negotiating and balancing diverse views to reach workable solutions	AMA01		AMA03	AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14	AMA15				AMA11	AMA12		
6.6 Act as an advocate for views and beliefs that may differ from their own	AMA01			AMA04	AMA05	AMA06	AMA08	AMA10	AMA13	AMA14						AMA12		