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Scheme of Work – <Title>

Course/Unit Title		Tutor	
Course Aim			
Course/Unit Objectives			
Course main objectives			

Key Texts and Resources

Skills for Life coverage

Communication

Numeracy

ICT

Additional Key Skills

Introductory Week	Topic/Subject/Unit/	Learning Outcomes	Learner Activities /	Planned Assessment	Skills for Life	Use of ICT/ e-learning	Resources, other	Methods of
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	Element	(learners will be able to)	Teaching Method (How learners will learn)	Methods	opportunities		information & notes	evaluation
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1	Introduction to course programme, ice breaker, Materials required and possible costs Identify Individual Learning Styles							
2								
3.								
4.								

