

Module Layout

The module layout for *You and Your Career* below provides a flexible learning environment that allows both fast-tracking through 'direct pathing' and an in-depth approach through *Enriched Learning Layers*.

Step 1 Introduction – Module Overview

This content step provides tips on navigating the module along with details on the content provided and module features.

Step 2 Types of Work

This content step looks at the Types of Work Wheel and the nine key success factors that underpin high-performing teams as a starting point for understanding teamwork. *Key Learning Objectives* are provided to help you identify and target your learning points.

Enriched Learning Layers:

- Workplace Examples: The Types of Work in Action
 - Research: Types of Work Reliability and Validity
 - Research: Linking Skills
 - Self-Assessment: Work Functions and Your Job
 - Frequently Asked Questions
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Step 3 Evaluation 1

Multiple-choice evaluation with ten questions relating to the Types of Work.

Step 4 Types of Work Profile Questionnaire

This content step allows you to complete a Types of Work Profile Questionnaire on your current or recent job. The feedback gives information on the critical performance areas involved in the job rated, by using the eight work functions.

Step 5 Where Am I?

This content step looks at the question *Where Am I?* as the first stage of making choices in your career plan and provides information about the Types of Work Profile Questionnaire along with access to your personal Profile. *Key Learning Objectives* are provided to help you identify and target your learning points.

Enriched Learning Layers:

- Self-Assessment: Where Am I?
 - Research: Types of Work Reliability and Validity
 - Frequently Asked Questions
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Step 6 Where Am I Going?

This content step looks at the question *Where Am I Going?* and establishes a foundation for making career choices. The Types of Work Wheel helps by creating a common language for reviewing the key

characteristics of possible career avenues. *Key Learning Objectives* are provided to help you identify and target your learning points.

Enriched Learning Layers:

- Research: Job Profiles
- Research: Linking Skills
- Frequently Asked Questions

Step 7 How Will I Get There?

This content step looks at the third question of *How Will I Get There?* and provides questions and self-assessment tools for developing your own career plan.

Step 8 Where To From Here?

This content step allows you to request your Completion Certificate, explore other e-learning and workshop opportunities, access additional resources, and to review all content and learning interactions in your personalized *Knowledge Center*.