

LIFE SKILLS PROGRAMME



It is a big advantage to enter the corporate world feeling confident in one self. The life skills programme helps learners to develop their self-esteem, employment readiness and employability. Being knowledgeable of basic time management techniques, the value of relationships, personal finances, and business principles, sets one apart from the rest of the job-seeking market.

You will learn to

- Apply basic principles of personal hygiene
- Apply the five principles of personal financial management
- Set realistic goals using the SMART principle
- Track business expenses
- Understand the value of team work

Recommended programme modules:

Valuing relationships Non-aligned

Money matters

Unit standard title	U/S ID	NQF Level	Credits
Managing personal finances	243189	1	8

Healthy living

Unit standard title	U/S ID	NQF Level	Credits
Demonstrate an understanding of factors that contribute towards healthy living	14659	1	4

The basics of business

Unit standard title	U/S ID	NQF Level	Credits
Describe and discuss basic issues relating to the nature of business, the stakeholders in a business and business profitability	13176	1	3

Build your own:

In addition to the recommended programme, you can add or substitute the following modules to craft your own unique offering

Preparing myself for work Non-aligned

Understanding the employment relationship

Unit standard title	U/S ID	NQF Level	Credits
Understanding the employee/employer relationship	13172	1	3

Personal values and ethics

Unit standard title	U/S ID	NQF Level	Credits
Identify personal values and ethics in the workplace	12537	1	4

Managing my time

Unit standard title	U/S ID	NQF Level	Credits
Plan to manage one's time	15091	1	3

Understanding sexuality and HIV/AIDS

Unit standard title	U/S ID	NQF Level	Credits
Demonstrate an understanding of sexuality and sexually transmitted infections including HIV/AIDS	14656	1	5

KEY WORDS

Life skills Work readiness Values
Time management Personal finance

FAST FACTS

7 Days (recommended modules) NQF Aligned
Target Audience: (A, B lower, unemployed, school leavers)

