

QUESTION 1

1.1 Indicate whether the following statements are TRUE or FALSE. Choose the answer and write only 'true' or 'false' next to the question number (1.1 –1.5) in the ANSWER BOOK.

- 1.1.1 Two –way communication takes place when learning is presented to children.
- 1.1.2 Industrial action as result of political processes often leads to low productivity
- 1.1.3 Analytical skills include being able to do the cost-benefit and statistical assessment of training activities.
- 1.1.4 When arranging a workshop, it is important that an agenda be drawn up and circulated in advance
- 1.1.5 Economic skills involve knowledge of enterprise structures and functions

(5×1)

(5)

1.2 Define the following word/terms:

- 1.2.1 Formal sector
- 1.2.2 Labour force
- 1.2.3 Unskilled labour
- 1.2.4 Knowledge
- 1.2.5 Attitude
- 1.2.6 Mentoring
- 1.2.7 Coaching
- 1.2.8 counselling
- 1.2.9 SAQA
- 1.2.10 ABET

(10×1) (10)

[15]**QUESTION 2**

2.1 Differentiate between training and development.

(2×2) (4)

2.2 As a training practitioner, it is important that you identify learning problems experienced by your trainees and refer them to professionals that can help them. Explain the role of the following professionals when dealing with learning problems.

- 2.2.1 Psychologist
- 2.2.2 Remedial teachers
- 2.2.3 Occupational therapist
- 2.2.4 Speech therapist
- 2.2.5 Educational psychologists

(5×2) (10)

Personal Management N5 Exam Paper Fet Colleges

Richard Bailey



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Current Index to Journals in Education ,1995-10 *Telecommunications Abstracts* ,1987

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