





## VCert: ASK Yourself!

**Subject: VCert in Business and Enterprise - Level 1**

**Unit: 4 – Outline and take part in a business or enterprise project – Criteria 3.1 to 3.3**

	Launching 1-2	Developing 3-4 (pass)	Progressing 5-6 (merit)	Mastering 7-9 (distinction)
 <b>S</b> skills				
<b>Application</b>	I need to be able to use business examples in work.	I can use at least one business example in work.	I can confidently use a business example in work.	I can expertly use a business example in work.
<b>Analysis</b>	I need to be able to analyse my work using a business example.	I can partially analyse my work using a business example.	I can confidently analyse my work using a business example.	I can expertly analyse my work using a business example.
<b>Evaluation</b>	I need to be able to evaluate my work based on my analysis.	I can partially evaluate my work by making a limited judgement based on my analysis.	I can confidently evaluate my work by making judgements based on my analysis.	I can expertly evaluate my work by making fully supported critical judgements based on my analysis.
 <b>K</b> knowledge				
<b>3.1 Take part in a project</b>	I need to take part in a project.	I have taken part in a project.	I have actively taken part in a project.	No Distinction for this AC.
<b>3.2 Demonstrate basic communication skills</b>	I need to develop basic communication skills.	I can demonstrate basic communication skills.	I can demonstrate clear communication skills.	I can demonstrate effective communication skills.
<b>3.3 Demonstrate basic working relationships with others</b>	I need to develop my ability to work with others.	I can demonstrate basic working relationships with others.	I can confidently demonstrate working relationships with others.	I can demonstrate effective working relationships with others.