

Errata

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Title: TLIG3002 Lead a work team or group – Trainer and Assessor Resource

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Attachments

NEW p. 7: TLIG3002 Lead a work team or group – Trainer and Assessor Resource
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Please use the attached page to replace erroneous page in the above resource.

Aspire Learning Resources

Section 1: Leading a work team or group (Questions 1–2)

Question 1

There are various methods to coach and mentor others.

Which of the following statements about coaching and mentoring methods are correct?

Select yes or no for each statement.

a. Coaching and mentoring are used to encourage team members and improve the performance levels of workers.	Yes / No
b. Mentoring can be conducted in a formal meeting or informally such as by encouraging someone.	Yes / No
c. Coaching is the assistance given to help achieve a specific goal.	Yes / No
d. Coaching is when a less experienced person offers support or guidance to others.	Yes / No

Result

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Question 2

When organising the planning process for leading a work team or group, you should include other personnel so that practical outcomes are achieved.

How does consulting with others in the planning process help ensure that outcomes reflect workplace procedures and/or manufacturers' instructions?

Result

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Section 2: Apply regulations and codes (Questions 3–8)

Question 3

There is a range of regulatory requirements and codes of practice that need to be considered when leading a work team.

Which of the following are regulations or codes for leading work teams? Tick all that apply.

<input type="checkbox"/> a. <i>Fair Work Act 2009</i> (Cth)
<input type="checkbox"/> b. <i>Privacy Act 1988</i> (Cth)
<input type="checkbox"/> c. Manual Handling Code of Practice
<input type="checkbox"/> d. Use of telecommunications
<input type="checkbox"/> e. Labelling of Workplace Hazardous Chemicals