



GFG
FOUNDATION

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GFG Foundation Student Workbook

Name:





Overview

This course centres around the creation of a functioning model steel plant that will be retrofitting with modern, green technologies of the future. Teams explore being hands-on building and wiring each sector of the plant, learning about the sector and their jobs along the way. Participants have the opportunity to explore job roles and practise the application process by creating a digital CV and being involved in a mock interview and gain valuable experience for the future. The week's activities have a key focus on developing STEM skills, digital skills, CV writing and interview skills. The course culminates in an exhibition for teams to showcase their work and to be celebrated by their peers and staff alike.

The bespoke learning programme has been designed to be a fun and effective means of achieving the following outcomes:

Provide participants with information about Green Jobs, especially within the Steel Industry as well as educating them about GFG and its motivation and determination to achieve Net Zero

Spark a lasting interest from participants in the STEM/ STEAM and GREEN industries as a potential career path or future study choice

Increase confidence, motivation and perseverance

Increase the basic skills, and employability, skill set of all participants

Provide an opportunity to gain credits towards a level one qualification endorsed by Rewise Learning, who are an approved Agored Cymru centre in the UK.

01. Purpose and Aim

For the learner to produce a digital CV, and apply for a job that suits their skills.
For the learner to understand how to apply for jobs, prepare for interview and role play an interview situation.

02. Digital CV Writing (1 credit) Unit Code: HC61CY021

Learning Outcomes: The learner will:	Assessment Criteria: The learner can:	Evidence Bank:
1. Be able to produce a digital Curriculum Vitae (CV).	1.1 Identify the core elements of a CV. 1.2. Produce a personal CV in a digital format.	1. Workbooks. 2. Motivational Posters 3. Tutor observations
2. Be able to apply for a job in a specific industry.	2.1 Identify a job that suits own skills, qualities and goals. 2.2 Apply for the job from	

03. Assessment Information:

Digital – a digital format could be text, video or any other digital medium.

If not specifically stated in the assessment information, a plural statement in any assessment criterion means a minimum of two.

04. Interview Skills. (2 credits) Unit Code: HC61CY020

Learning Outcomes: The learner will:	Assessment Criteria: The learner can:	Evidence Bank:
1.Be able to preapare for an interview.	1.1 Identify an oppportunity that they would like to be interviewed for. 1.2 Plan steps towards the interview.	1. Booklets. 2. Written statment 3. Presentation 4. Tutor observations 5. Photographic /video evidence of the above, annotated by the tutor.
2. Be able to take part in an interview.	2.1 Present information about themselves at an interview, responding to questions with relevant information and using appropriate language. 2.2 Use feedback to review their performance and state what they would do differently in the future.	

05. Assessment Information:

AC 1.2 The learner must include, identifying:

- an appropriate outfit
- questions that the interviewer might ask and appropriate answers
- relevant experience/information that it would be useful to communicate to the interviewer.

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If not specifically stated in the assessment information, a plural statement in any assessment criterion means a minimum of two.



Qualification Information

KEY

Green = Digital CV Writing, Unit Code: HC61CY021

Orange = Interview Skills, Unit Code: HC61CY020

DECLARATION

I declare that all the work is my own and I have completed all the work in this workbook and all evidence statements have been signed by a supervisor/tutor/group leader or key worker. I acknowledge all feedback given by the tutor.

Student Signature: _____ Date: _____

SCRIBE DECLARATION

I confirm that this is the work of the learner and my role in this is to scribe on the learner's behalf.

Student Signature: _____
Scribe Signature: _____ Date: _____



Definitions

STEM:
Science
Technology
Engineering
Mathematics



Digital Skills: Is the ability to find, evaluate, use, share, and create content using digital devices, such as computers and smart phones.

CV Writing: A CV is a document used when applying for jobs. It should include a personal statement, relevant qualifications and work-experience. As well as, skills, hobbies, volunteering and references

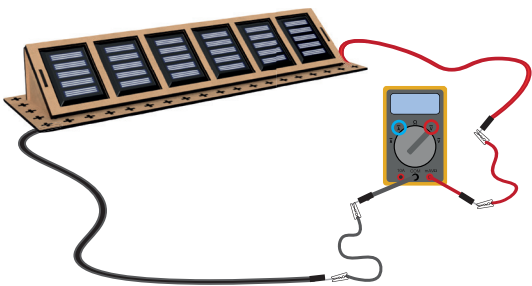
Interview Skills: The emotional and tactical techniques that job-seekers more effective when interviewing for a new job volunteering and references



Card Games

Notes/Key Words

Stage 3 Renewable Energy Generation



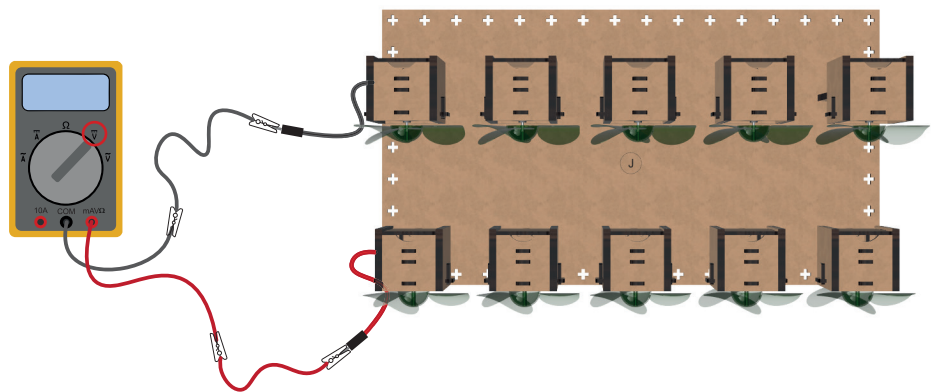
Testing the solar farm's voltage and amps

Think about how the solar farm could produce more power





SOLAR VOLTAGE

Testing the wind farm's voltage

Think about how the wind farm could produce more power

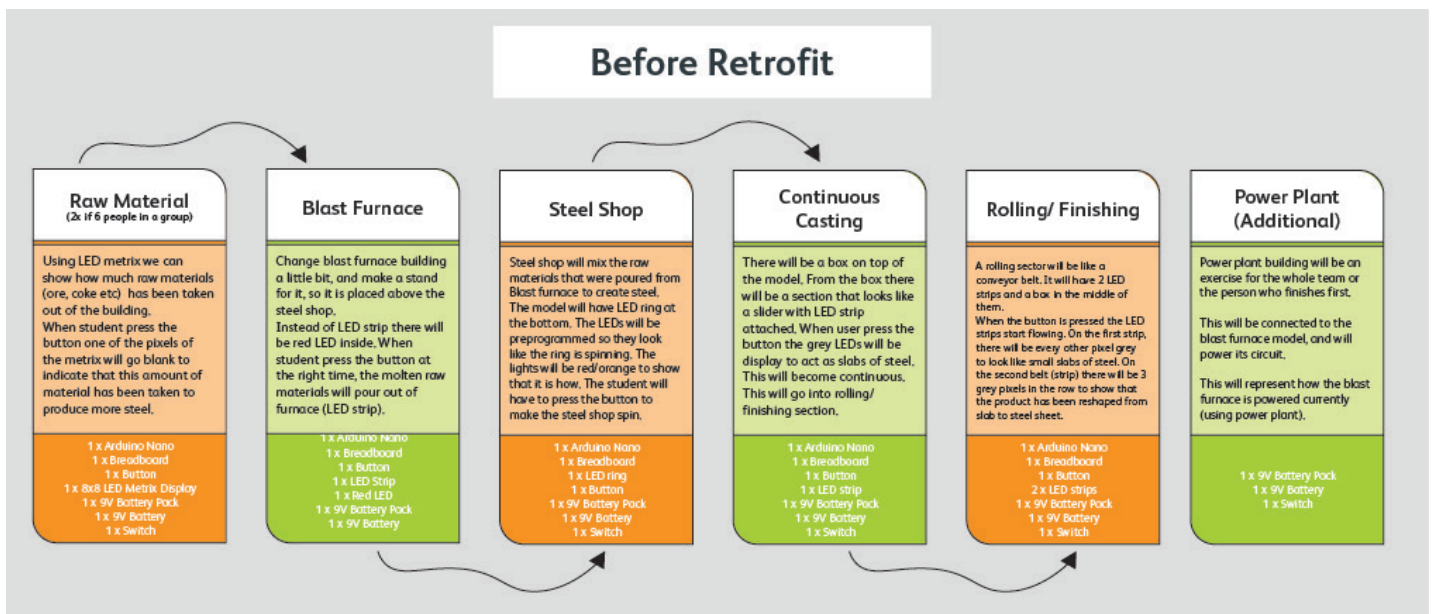


WIND VOLTAGE

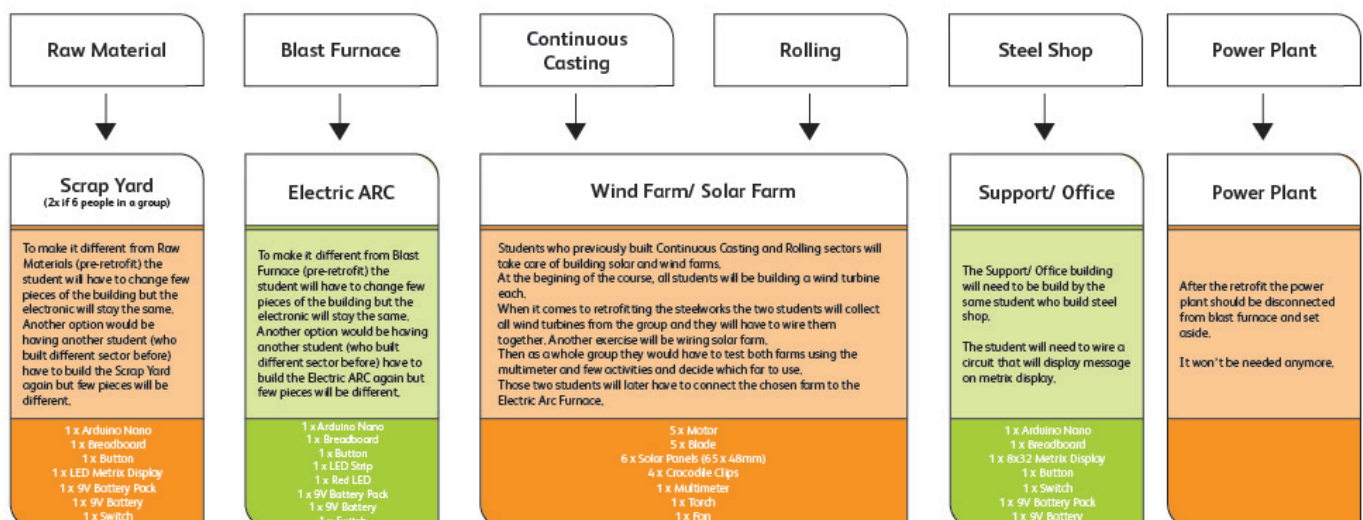
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Stage 4 Retrofit Build

Before Retrofit



After Retrofit





Qualification Questions

1.1 What are the core elements of a CV?

1.2 Produce a person CV in a digital format

Tutor Signature: _____ Date: _____

2.1 Identify a job that suits own skills, qualities and goals

1.1 Identify an opportunity that they would like to be interviewed for

2.2 Apply for a job

Tutor Signature: _____ Date: _____

2.1 Present information about themselves at an interview, responding to questions with relevant questions and using appropriate language

FOR INTERVIEWER ONLY. Score the interviewee. Please circle, 1-5 = low to high .

Appropriately Dressed

Score: **1 - 2 - 3 - 4 - 5**

Comments: _____

Preparedness

Score: **1 - 2 - 3 - 4 - 5**

Comments: _____

Knowledge of position

Score: **1 - 2 - 3 - 4 - 5**

Comments: _____

Question Answers

Score: **1 - 2 - 3 - 4 - 5**

Comments: _____

Body Language and Attitude

Score: **1 - 2 - 3 - 4 - 5**

Comments: _____

I _____ (the interviewer) confirm that
_____ (the student) has participated in an interview. I also
confirm that I have provided the student with feedback.

Interviewer Signature: _____ Date: _____

The Exhibition.

This is your opportunity to showcase everything you have done this week.

Consider the following:

Be prepared to introduce yourselves

Be prepared to talk about what you have learned

Showcase your STEM kit

Be prepared to talk about what you have enjoyed/what your favourite part of the course was

Showcase your CV and presentation

Be prepared to talk about whether you would consider a future in green and STEAM industries.

Good luck and well done!





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