



KD TRAINING SOLUTIONS

Diploma in Management and Leadership
Unit Title – Developing Human Resources (5010)

Candidate Name: Registration Number:

This is to certify that the work submitted with this marking sheet has been produced by me and where I have used someone else's work, it has been properly referenced:

Signed: Date:

Self-Assessment by Candidate:

Signed:

Comments by Mentor/Line Manager:

Signed: Name:

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ASSESSMENT OUTCOME:

Learning Outcomes:	Assessment Criteria:	Achieved:	Partially Achieved:
Devise a human resource plan for a work area, to meet organisational objectives	Analysed how well your organisation plans its human resource requirements		
Identify and plan for individual development to meet organisational objectives	Assessed the ability of your organisation to effectively develop its staff to meet its objectives and made recommendations for improving the process		
Initiate a personal development plan for an individual and evaluate progress	Carried out an analysis of development needs for your team members and produced a personal development plan for one member that meets both organisational and individual needs		
Knowledge and Understanding	Demonstrated knowledge of the Unit at the relevant depth and breadth. Understood the topics sufficiently to apply them to your own situation		
Presentation	Produced a piece of work that is communicated in a professional manner		

Signature of Assessor:

Signed: Name: Date:.....

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Detailed Comments by Assessor:

Signed: Name:

Date:

