

## Case Study – Consultancy Identifying Needs

An SME wished to support employees at all levels of the organisation in identifying functional skills and promote opportunities for further development and qualifications.



A company 'Taking Stock Away Day' was used as an occasion to incorporate Functional Skills Checks to be carried out during the day. This meant that checks were unobtrusive, they did not impinge upon the normal working day and they were regarded as an important but 'fun' part of the overall event.

76 Functional Skills Checks were completed during the 'Taking Stock Away Day' (*approaching 100% of delegates completed assessments*).

The results of each assessment were carefully and sensitively discussed with each individual.

Where a skills need was identified, individuals were provided with firm arrangements for a national check under exam conditions and a suitable course to gain an up-to-date qualification.

Many participants were already highly qualified but regarded the assessment and related opportunities as a chance to brush up areas of skill that had got a little rusty and to improve their professionalism and CVs.

***We thought the event went fantastically well...  
There was a great buzz in the room about it & I think we were surprised  
by the high levels of participation.***

*Be...*

*Be calm. Be happy. Be curious. Be decisive. Be excellent. Be thoughtful. Be responsible. Be an inspiration. Be a good listener. Be goal orientated. Be willing to learn. Be great. Be the best. Be positive. Be a leader. Be focussed. Be proactive. Be considerate. Be objective. Be productive. Be an achiever. Be alert. Be fair. Be determined. Be a great team. Be the first choice. Be diverse. Be relaxed. Be confident. Be mindful. Be strategic. Be self-aware. Be motivated. Be a motivator. Be...*