4.8 Training Methods: Induction, On-the-Job and Off-the-Job Training: 10-minute Pack

AQA 8132 · Calculators not allowed · about 10 minutes

Total Marks

Name: _____ Date: ____ / ____ / _____

Answer ALL questions in the spaces provided. Use short sentences for one and two mark questions. For the 9-mark question, write in full sentences and justify your recommendation. Show any simple working where asked. The pack focuses only on induction, on-the-job and off-the-job training methods.

1 Bluebird Bakery employs a new baker, Amelia, who spends her first day meeting colleagues, learning health and safety rules and seeing the shop layout. Which training method is described for this new starter at Bluebird Bakery?

- ☐ A) Off-the-job training
- ☐ B) Induction training
- ☐ C) Online distant learning
- ☐ D) Apprenticeship

(Total for Question 1 is 1 mark)

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2 Northside IT Solutions asks an experienced technician to show a new colleague how to install a router at a customer site while both work on a live job. Which training method is this example of in the context of Northside IT Solutions?

- ☐ A) Off-the-job training
- ☐ B) E-learning
- ☐ C) On-the-job training
- ☐ D) Formal classroom training

(Total for Question 2 is 1 mark)

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3 A small cafe has a short checklist session on the first morning for new hires covering opening procedures, customer service basics and where supplies are kept. Identify the training method and give one reason why it fits this cafe's needs.

(Total for Question 3 is 2 marks)

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4 Bluebird Bakery plans to have a senior baker teach a junior baker how to use the commercial oven over several shifts. Explain two reasons why on-the-job training suits Bluebird Bakery for this technical skill. Use the bakery context in your answer.

(Total for Question 4 is 4 marks)

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Mark scheme · 4.8 Training Methods: Induction, On-the-Job and Off-the-Job Training: 10-minute Pack

Question 1

B cao **B1**

Answer: B

Question 2

C cao **B1**

Answer: C

Question 3

identifies induction training **B1**

gives a brief suitable reason, e.g. quick familiarisation needed for a small, fast-paced cafe **B1**

Answer: Induction training, because the cafe needs a quick session to familiarise new staff with basic procedures and the layout.

Question 4

identifies a point, e.g. learning happens while producing actual bakery products **B1**

develops the point, e.g. the junior gains practical experience on the real oven and becomes productive while learning **B1**

identifies a second point, e.g. it is low cost for the small bakery **B1**

develops the second point, e.g. no expensive external course fees or travel are needed, which suits a small business with tight margins **B1**

Answer: Because the junior learns while making real bakery items, gaining hands-on experience on the actual oven so they are productive while learning, and because it is low cost for a small bakery since there are no external course fees or travel costs.

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