

2009 RESOURCE PRICING - National Certificate in Tourism (Core Skills) (Level 3) [Ref: 0876]



UNIT STANDARDS	PRICE
Compulsory Unit Standards	
<p>US 23755 Identify and self-evaluate the demands of a specific role in a tourism workplace</p> <p>US 23758 Demonstrate knowledge of communication and customer service theory in a tourism workplace</p> <p>US 23768 Describe the legal rights and responsibilities of employees and employers in a tourism workplace</p>	<p>Tutor Manuals - \$40 each</p> <p>Student Manuals - \$30 each</p>
Elective Unit Standards	
<p>US 23763 Describe and process retail payments in a tourism workplace</p> <p>US 23764 Demonstrate verbal communication skills in a wide range of tourism contexts</p> <p>US 23769 Demonstrate knowledge of the sales function within a tourism workplace</p> <p>US 24871 Complete forms in a work-related context</p> <p>US 24872 Produce documents for a workplace using a computer</p> <p>US 24873 Demonstrate knowledge of teamwork and its importance within a workplace</p>	<p>Tutor Manuals - \$35 each</p> <p>Student Manuals - \$25 each</p>
<p>US 23766 Demonstrate knowledge of the tourism industry</p>	<p>Alternative text book - \$36 each (10% off the retail price)</p>
Elective unit standards also included in the new National Certificate in Tourism (Introductory Skills):	
<p>US 18237 Perform calculations for a tourism workplace</p> <p>US 23761 Read and comprehend work-related documents in English for a tourism workplace</p> <p>US 23767 Demonstrate knowledge of and use the Internet in a tourism workplace</p>	<p>Teacher Manuals - \$25 each</p> <p>Student Manuals - \$20 each</p>