

## ASSESSMENT 2 – ROLE PLAY

You are required to prepare for and conduct an induction program (minimum 15 minutes) for three new employees of your business. You will be assessed in a “role-play” scenario, where three of your class members will play the role of new employees, and your assessor will observe you conduct the induction.

### Details:

In your preparation, you will need to develop and submit as evidence:

1. A detailed session plan
2. Handouts for your new employees
3. Overheads / learning aids as appropriate

Please **NOTE:** Template for undertaking **Induction Feedback** has been provided as attachment. At the end of the induction session, you have to ask your colleague to fill out the template along with their respective comments.

You will be assessed as follows:

1. **Planning for and conducting an OHS / WHS Induction for “new employees”**
  - a. You are to provide a copy of your session plans, handouts and appropriate learning aids
  
2. **Providing recommendations for improvement for each induction session you sit through as a “new employee”**
  - a. You will be given a question & answer sheet by your assessor to complete after each induction session you sit through as a “new employee”

Your assessor will observe your induction and mark your competency by marking on the Assessor’s Checklist along with necessary feedback.