

**ASSIGNMENT FEEDBACK SHEET**

Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Assessors Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Qualification Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­

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| **Assessors Comments** |
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| **COMPETENT/NOT YET COMPETENT** | **RE-SUBMISSION - COMPETENT/NOT YET COMPETENT** |
| Assessors Name: | Assessors Name: |
| Assessor Signature: | Assessor Signature: |
| Date: | Date: |
| Student Signature: | Student Signature: |
| Date: | Date: |

**UG211G8 Develop and maintain effectiveness at work**

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| **Assignment overview: Please word-process**   * Please include a title page. NVQ LEVEL 2 BEAUTY- NAME- UNIT * List where you have gathered your evidence in a bibliography i.e: Websites- [www.beautynews.co.uk](http://www.beautynews.co.uk), Books: Lorraine Nordman 6th Edition |

1. **If there was a dispute between you and a colleague what action would you take to solve it? (5d)**
2. **Why must all employees work together in harmony? (5a)**
3. **Why is it important to ask for help from colleagues or give help willingly?**
4. **What would be an effective use of your time in the salon training centre if you did not have a client and everyone else did? (3i. 5c)**
5. **In the event of a problem which is likely to affect the smooth running of the salon services, who would you report the problem to? (3e)**
6. **Why is it important that you react positively to your progress review and feedback from your manager? (5b)**
7. **What is your college policy for appeals and grievances? You could include a copy of your handbook here. (5e)**

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| **Insert a copy of the academies grievous procedure** |

1. **What do salons charges for commercial treatments? Please attach two pricelists, one for a budget priced salon, one for a luxury salon. Why are the prices different? Eg: location, products etc.**

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| **Insert 2 salon price lists.** |

1. **Why would a salon put productivity targets in place for staff? What is the importance of meeting them as far as your job role is concerned? (4b)**
2. **What is time management? How can you manage your time to maximum effect?**
3. **Describe the benefits of effective teamwork when running a business? (3a)**