**TYPES OF TRAINING WORKSHEET**

1. Explain what is meant by Induction Training *(3 marks)*
2. List four topics you would expect to find out about at Induction Training. Use bullet points to identify each point. *(4 marks)*
3. Why have Induction Training? *(4 marks)*
4. Is there an alternative to Induction Training? *(2 marks)*
5. Explain why it is important to be taught workplace skills. (4 marks)
6. Explain the difference between On-the-job training and Off-the-job training *(8 marks)*
7. Draw a table similar to the one below outlining the advantages and disadvantages of both types of training from question 6. *(8marks)*

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| **ON-THE-JOB TRAINING** |
| **ADVANTAGES** | **DISADVANTAGES** |
|  |  |
| **OFF-THE-JOB TRAINING** |
| **ADVANTAGES** | **DISADVANTAGES** |
|  |  |

1. Why is training regarded as a good thing? *(4 marks)*
2. Why do you think training is ongoing? *(2 marks)*