***DIPLOMA***

**Student**: **has attended the following module:**

**Module** *Route planning*

**Level: Intermediate (EQF level 4)**

**Competence areas according to the competencies of Forwarding agent of logistics training program (state code 330034714):**

* Orders management
* Route planning

Duration School Work placement

**Learning outcomes:**

**The student is able to:**

• use navigation tools;

• plan an international transport route, prepare documents;

• prepare cargo for transportation and storage;

• establish contacts with new people;

• communicate with clients;

• manage stress.

**□ Passed □ Not passed** (See enclosed evaluation sheets)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Head of department Data

**Appendix Assessment sheet –** ***Route planning***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Student**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **To be developed** | **Satisfactory** | **Good** | **Excellent** |
| **Knowledge** | | | | |
| **The student is able to:**   * find and select information; * plan an international transport route, prepare documents * effectively communicate with customers; |  |  |  |  |
| **Skills** | | | | |
| **The student is able to:**   * use navigation tools; * use proper mapping; * divide products into groups; * work with clients;   establish contacts with new people. |  |  |  |  |
| **Competence** | | | | |
| **The student is able to:**   * prepare cargo for transportation and for storage; * select the vehicle; * determine the route; * communicate with clients; |  |  |  |  |

*\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Date Teacher signature Teacher name

**Appendix Assessment sheet –** ***Improvement social skills***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Student**: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | | **To be developed** | **Satisfactory** | **Good** | **Excellent** |
| **Organizational skills** | **Time management**  Ability to plan and foresee the time necessary to finish my tasks |  |  |  |  |
| **Project management**  Ability to carry on different tasks simultaneously, coordinate my work |
| **Social skills** | **Capacity for teamwork**  Ability to integrate and functions |  |  |  |  |
| **Communicative skills**  Ability to understand and to make oneself understood |
| **Intercultural skills**  Ability to understand, accept and function effectively in a different culture |
| **Employability skills** | **Accountability and Responsibility** |  |  |  |  |
| **Respect** |
| **Positive Attitudes & Initiative** |

*\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Date Teacher signature Teacher name