Think about Professional discussion Level 3 Retail Team Leader V1.1



lighfield

On the day of assessment, you will carry out:

A 60-minute professional discussion

Remote or face-to-face



Under exam conditions

With your end-point assessor and your line manager (optional)

## 🔊 🚧 Key point

PROGRESS

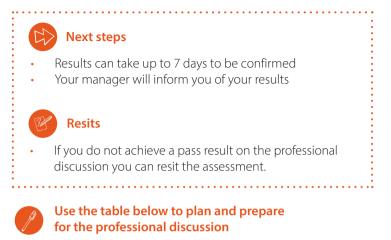
You may wish to ask your line manager to sit in on the professional discussion, they can prompt your memory of events but they must not lead you into providing answers.

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	Review the criteria associated with the professional discussion - this can be found in the EPA-kit		
	Ensure a quiet room is available and that there are no interruptions		
	Review relevant legislation, regulations and your organisation's		
	policies and procedures		
	Have copies of your notes available, remember these should be brief and not paragraphs of information		
	Reflect on the knowledge, skills and behaviours you have developed and how they have supported you in your job role		
	Provide clear and concise answers to the questions that you are asked		

## Don't

Forget to plan
Forget to tell your colleagues that you are being assessed
Forget to bring your ID

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Standard area	Key points to remember
Stock	
Developing self and others	

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Diversity	
Customer	
Leadership	
Marketing	
Product and service and technology	
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