

Frequently Asked Questions (FAQ)
on the WSQ Workplace Learning Facilitator (WLF) Programme

S/N	Questions	Response
1	How is (WSQ) Workplace Learning Facilitator Programme (WLF) different from the WSQ Workplace Trainer Programme (WTP)?	<p>Skills Framework for Training and Adult Education sector</p> <ul style="list-style-type: none"> WLF is aligned to the latest Skills Framework (SFw) for the Training and Adult Education (TAE) while WTP was developed based the previous Workforce Skills Qualifications (WSQ) framework for TAE. <p>Alignment to the WSQ Advanced Certificate in Learning and Performance (ACLPL) programme</p> <ul style="list-style-type: none"> WLF graduates who are keen to attain the full ACLPL qualification need only complete ACLPL modules M1, M2, M3 and M5 as they are eligible for exemptions for M4 and the elective module of the ACLPL programme.
2	Can the programme duration be shortened?	No. The current programme duration is designed to allow learners ample time to contextualise and apply their learning at the workplace. Shortening the programme will compromise the quality and outcomes of learning.
3	What is the maximum class size?	The maximum class size for each class run is 12 learners.
4	What is the minimum class size?	The minimum class size for each class run is 10 learners.
5	Can a candidate conduct assessment using a simulated environment?	No, the programme is targeted at employees who conduct training as part of his/her secondary role at the workplace. The learner also requires access to company documents such as standard operating procedures to be used during sessions.
6	Are there alternatives if my workplace is not accessible to me for the conduct of my workplace learning session?	If your workplace environment is not accessible to you, you can consider the case-study option.
7	For the assessment, if the learner is unable to involve one of his/her reportees or junior staff members to assist him/her in his/her conduct of an authentic coaching and assessment session, what is IAL's advice?	The learner may conduct workplace coaching and assessment with another employee from a different department who is new to the skills set which the workplace trainer will attempt to impart, subject to discussion and approval from learner's Adult Educator on the suitability of the new employee. [LC: Learners have to go through PP1 and PP2 to complete their assessment. At each point of assessment, should the target workplace learner be suddenly unavailable (i.e., resigned or on overseas travel at last minute etc.), while our advice is for learners to proceed with another workplace learner / partner, learner should still inform their AE and get their approval on the last minute change so that the AE and learner are in alignment on deliverables for PP1 and PP2.]

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8	Is the coaching component of the programme mandatory?	Yes, the coaching sessions are meant to assist the learners in validating and contextualising their workplace learning plan and assessment records.
9	Can a learner qualify for any exemption if they were to continue with ACLP after completing WLF?	Yes. Learners who have completed the WLF programme are recognised as having attained ACLP M4 and ACLP E2 competencies.
10	Can the module delivery sequence of WLF be changed?	No. WLF1 requires the learner to design a workplace learning plan that meets the needs of his/ her organisation, while WLF2 requires the learners to conduct assessment based on the workplace learning plan developed in the first module. To ensure effective learning, the module sequence has to be followed.
11	Does completion of the WLF programme lead to an issuance of a qualification?	<p>The successful completion of the WLF programme will result in the issuance of one Statement of Attainment (SOA) for the WLF1 module and one IAL Certificate for the WLF2 module.</p> <p>The issuance of the IAL certificate for the WLF2 module is aligned to SSG's intent for training providers to use the leeway afforded by the Skills Framework to package non-WSQ qualifications and programmes using a broader interpretation of the established design principles. For the purpose of meeting SSG's Adult Educator (AE) requirements for funded and certifiable WSQ and non-WSQ programmes, both the WLF1 SOA and the WLF2 IAL Certificate are required and recognised by SSG.</p>