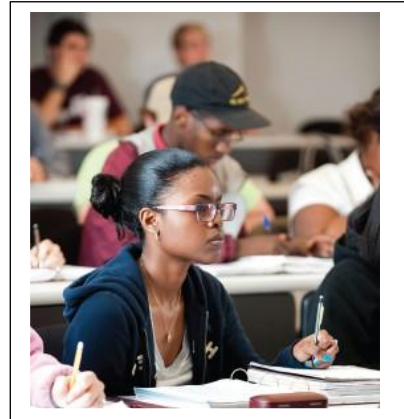


## Learner Support Centre (LSC)

### 1. How can the Learner Support Centre (LSC) help you?

The LSC for **distance learning students** is a developmental teaching program that serves as the academic **support** system for students. The **learner support centre** will assist you in the ongoing development of academic skills which contribute to positive adjustment to and performance in a **learning** environment.

**Distance learning**, as the name implies, is a learning system that allows students to study remotely. Instead of **attending all classes** and lectures at a **designated training facility**, students study long-distance with the help of various tools. This typically include online learning (e-learning), study letters send by e-mail to students, telephone support and virtual classrooms (zoom presentations to one or more students).



### 2. The connection between the Learner Support Centre and the Learner Management System (LMS)

The **Learner Support Centre** work in co-operation with SAACOSH **Learner Management System (LMS)**. The LMS is the platform that enables the storage and delivery of **learning** content for the purpose of training and educating students. The LMS as technology can improve your learning, make it faster, productive, cost-effective, and what is more important - trackable. Through the LMS platform the **Learning Support Centre** will upload your learning content, deliver lessons to you, serving notifications, serves as an assessment platform, and share your learning data with you.

**Learner Support Centre (LSC)**, on the other side, will assist you with improving your study skills and accessing the **support** you need. These support services will assist you to stay **in-training** and complete your qualification by teaching you how to navigate in the training system and to overcome barriers in your training programme.

### 3. The Learner Support Centre and the OHS Practitioner Course

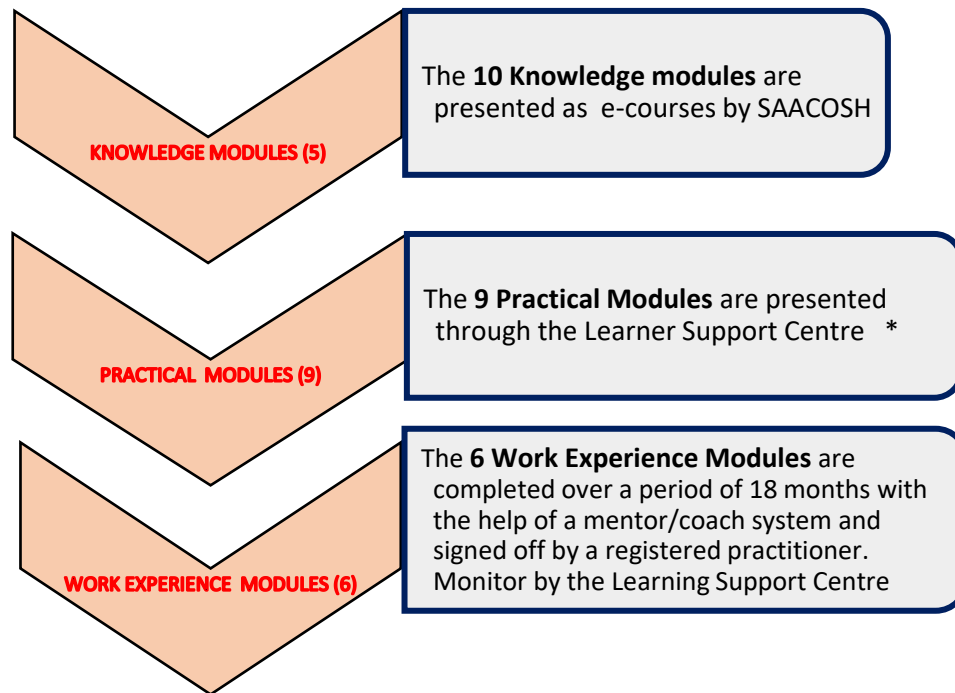
**The Learner Support Centre (LSC)** for distance learning students was established in January 2019 and its primarily function is the training of candidates for the **Occupational Health and Safety Practitioner Course (OHSPRAC)**: NQF Level 5, Credits 256. Candidates who successfully complete this 2-year course can be appointed as a **Safety Officer, facilitator and advisor to employees and management regarding safety and health aspects** in the workplace. They are trained to have the skills necessary to implement and maintain Occupational Health and Safety systems to ensure a safe work environment.

The presentation of the above Occupational Health and Safety course has been accredited by the **Quality Council for Trades and Occupations (QCTO)**. The QCTO must assure that the quality of training is of the highest standard. SAACOSH Academy is the first training provider to be successfully accredited by the QCTO to conduct external and final assessments of OHSPRAC students.



## Occupational Health and Safety Practitioner

The student's **employer** must, with the co-operation of SAACOSH Academy, develop a schedule & programme to ensure that the learner is exposed to all the knowledge, practical & work experience topics as set out in the curriculum. The curriculum consists of three components as illustrated below:



### **4. Role and function of E-tutor at the Learner Support Centre:**

- ✓ **E-tutoring** entails the delivery of teaching and learning online via the internet and the LMS. An E-tutor is the person who undertakes the role to **support and enable students to learn online effectively**. The **E-tutor** are there to **guide** the student, give him/her **advice**, **explain** difficult concepts, and generally enrich their **SAACOSH learning experience**.
- ✓ The E-tutor compiles **study letters** and sent it via e-mail to students, before they start with a particular Practical Skills Module or Work Experience Module.

The **purpose of the study letters** is:

- To **give guidance** to develop a **deeper insight** into the specific module.
- **Advise** in the completion of the activities. This will help him/her to successfully complete the activities in the module.
- ✓ The student can also contact the E-tutor by means of e-mail, Zoom or WhatsApp call (both use only data) about any **academic problem they experience (not administrative problems)**.
- ✓ The E-tutor will assist students to use **study methods** which fit their **learning style best**. (A questionnaire will be used to determine the learning style of each of the students) The E-tutor will advise students with learning problems and time management concerning their studies (These will be sent to students in 'General Information' study letters).

- ✓ Assess all formative and summative assignments and give feedback in 5 workdays after he / she have received it.
- ✓ Prepare and motivate (together with rest of teaching staff) students for the final **External Integrated Summative Assessment (EISA)** which are the ultimate trade test for the OHS Practitioner qualification.

**“Success doesn’t come to you; you’ve got to go to it.”** – Marva Collins

Compile by:

Dr. Nico Allers



**E-tutor; Saacosh Online Training & Support Centre**