



**PAMIBIA UNIVERSITY  
OF SCIENCE AND TECHNOLOGY**

**FACULTY OF COMMERCE, HUMAN SCIENCE AND EDUCATION**

**DEPARTMENT OF TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING**

<b>QUALIFICATION: DIPLOMA IN TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING: TRAINER</b>	
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<b>FIRST OPPORTUNITY EXAMINATION QUESTION PAPER</b>	
<b>EXAMINER(S)</b>	<b>DR OKSANA KACHEPA</b>
<b>MODERATOR:</b>	<b>DR MICHAEL TJIVIKUA</b>

<b>INSTRUCTIONS</b>
<ol style="list-style-type: none"><li>1. Answer ALL the questions.</li><li>2. Read all the questions carefully before answering.</li><li>3. Number the answers clearly</li></ol>

**THIS QUESTION PAPER CONSISTS OF \_6\_ PAGES (Including this front page)**

## SECTION A

### Question 1: Multiple Choice questions

[10]

- 1.1** How does professional development contribute to improved job performance? (1)
- a. It allows employees to avoid learning new skills
  - b. It enhances knowledge, skills, and competencies that lead to better decision-making and productivity
  - c. It decreases the amount of feedback required from managers
  - d. It focuses only on theoretical knowledge, not practical skills
- 1.2** What is the primary goal of the Code of Conduct for TVET trainers? (1)
- a. To ensure trainers maximize their personal income
  - b. To guide trainers in fostering a professional, ethical, and supportive learning environment
  - c. To prevent trainees from questioning the training process
  - d. To ensure that trainers always follow the exact same teaching methods
- 1.3** What is the primary goal of a Continuous Professional Development Plan (CPDP)? (1)
- a. To increase the number of certifications an individual holds
  - b. To maintain and enhance professional knowledge, skills, and abilities
  - c. To reduce the cost of training for an organization
  - d. To complete as many courses as possible in a short period
- 1.4** Which of the following best describes the "Action" phase in the Professional Development Cycle? (1)
- a. Gathering feedback from peers and supervisors
  - b. Participating in workshops, training, or other learning activities
  - c. Reflecting on achievements and challenges
  - d. Revising goals based on external influences

**1.5** Which of the following is a personal barrier to professional development? (1)

- a. Inadequate financial support from the organization
- b. Fear of failure or lack of confidence
- c. Limited availability of online courses
- d. Lack of access to job-related technology

**1.6** Which of the following is measured at Level 3 (Behaviour) in Kirkpatrick's Evaluation Model? (1)

- a. Participants' satisfaction with the training
- b. Knowledge or skills gained during training
- c. The transfer of learned skills and behaviours to the workplace
- d. The impact of training on organizational goals

**1.7** Which stage of Kolb's cycle involves applying learned concepts in real-world situations to test their validity? (1)

- a. Active Experimentation
- b. Concrete Experience
- c. Reflective Observation
- d. Abstract Conceptualization

**1.8** Which of the following best describes "critical reflection" in transformative learning? (1)

- a. The process of memorizing facts and figures
- b. The evaluation of past experiences and beliefs to understand their influence on current thinking
- c. The acquisition of new skills through hands-on practice
- d. The passive acceptance of information provided by instructors

**1.9** Which of the following needs is at the base of Maslow's Hierarchy of Needs? (1)

- a. Esteem needs
- b. Physiological needs
- c. Safety needs
- d. Self-actualization needs

**1.10** Which of the following describes the "Self-Concept" assumption in Andragogy? (1)

- a. Adults prefer to be dependent learners and need constant guidance
- b. Adults move from being dependent learners to more self-directed learners
- c. Adults rely on the teacher to provide all the answers
- d. Adults prefer to follow structured and rigid learning paths

## **SECTION B**

### **Question 2: Matching**

**[5]**

Match the Continuous Professional Development (CPD) components with their descriptions.

<b>CPD components</b>	<b>Descriptions</b>
<b>1. Self-Assessment</b>	<b>A. Setting measurable and realistic career objectives.</b>
<b>2. Goal Setting</b>	<b>B. Tracking progress and reflecting on learning experiences.</b>
<b>3. Learning Activities</b>	<b>C. Identifying strengths, weaknesses, and areas for improvement.</b>
<b>4. Implementation</b>	<b>D. Participating in training, workshops, and skill development programmes.</b>
<b>5. Monitoring &amp; Evaluation</b>	<b>E. Applying new knowledge and skills in the workplace</b>

**Question 3: True/False** [5]

Identify the True and False statements. Include the reason for the statement being true or false.

- 3.1 Reflective practice only happens after an activity is completed. (1)
- 3.2 Reflective practice is important for continuous professional development. (1)
- 3.3 Reflective practice should focus only on mistakes and failures. (1)
- 3.4 Reflective practice encourages critical thinking and self-awareness. (1)
- 3.5 Writing a reflective journal is one method of practicing reflection. (1)

**SECTION C**

**Question 4** [20]

- 4.1 Define professional development and explain its importance in career growth. (4)
- 4.2 Identify and discuss four (4) common barriers to professional development and practice. (12)
- 4.3 Suggest strategies to overcome two of the barriers mentioned in 4.2. (4)

**Question 5** [18]

Different professional bodies play key roles in Professional Development.

- 5.1 Outline and describe three (3) **individual** benefits of professional development. (9)
- 5.2 Outline and describe three (3) **institutional** benefits of professional development. (9)

**Question 6** [12]

6.1 State the roles and responsibilities of a professional trainer in the TVET environment.

In your response, provide three (3) instructional roles and three (3) non-instructional responsibilities. (6)

6.2 Describe how the TVET trainers can contribute to the trainee's development and workforce readiness. Present three (3) descriptions. (6)

**Question 7** [20]

**7.1** Identify and describe the five (5) levels of Maslow's Hierarchy of Needs. (10)

**7.2** Explain how an employer can use Maslow's Hierarchy of Needs theory to improve motivation among employees in the workplace. (10)

**Question 8** [10]

**8.1** Define the concept of experiential learning and discuss its importance in the TVET context. (5)

**8.2** Draw and label Kolb's Experiential Learning Cycle. (5)

**END OF PAPER**

**[100 MARKS]**