



A3 and the Employment Path Project by Project READ, March 2015

Task-based Activity Cover Sheet

Task Title: Workplace Violence Ministry of Labour

Learner Name:	
Date Started:	Date Completed:
Successful Completion: Yes___ No___	
Goal Path: Employment <input checked="" type="checkbox"/> Apprenticeship___ Secondary School___ Post Secondary ___ Independence___	
Task Description: The learner will watch a video to extract information about Workplace Violence regulations.	
Competency: A: Find and Use Information B: Communicate Ideas and Information D: Use Digital Technology	Task Group(s): A3: Extract Information from films, broadcasts and presentations A1: Read continuous text B2: Write continuous text D: N/A
Level Indicators: A3.2: Listens/watches broadcast for more than one piece of information or one piece of information with a low level inference or with many distractors A1.1: Read brief texts to locate specific details B2.1: Write brief texts to convey simple ideas and factual information D1: Perform simple digital tasks according to a set procedure	
Performance Descriptors: see chart on last page	
Materials Required: <ul style="list-style-type: none">• Computer with Internet access capable of playing Adobe Flash video• http://www.labour.gov.on.ca/english/gallery/v_workplaceviolence_hs.php	
ESKARGO: Skills and Knowledge Required for Successful Task Performance Comprehension <ul style="list-style-type: none">• Gets the main idea of a film, broadcast or presentation with familiar subject matter• Uses basic strategies to check and increase understanding (i.e., asks for clarification)• Gets main idea(s) and identifies key points of longer forms of oral communication with some unfamiliar aspects• Understands how presentation techniques are used to affect/influence/persuade an audience• Uses strategies to check and increase understanding (e.g., takes notes listing unfamiliar vocabulary and key points, replays audio/video tapes, transcribes information from tapes)	



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- Identifies the main idea(s) and supporting details and summarizes content of sustained forms of oral communication containing some implicit information and specialized vocabulary
- Identifies the main idea(s) and supporting information; summarizes content of sustained forms of oral communication containing implicit information and specialized vocabulary
- Uses a wider range of complex strategies to confirm and increase understanding (e.g., takes notes to organize and classify, checks interpretation with other listeners, does further research)

Interpretation

- Draws conclusions about ideas presented in formal situations
- Evaluates information contained in films, broadcasts, formal talks and presentations
- Recognizes that information in films, broadcasts and presentations may be objective or biased
- Evaluates overall content and effectiveness of formal speeches and lectures
- Compares various ideas from films, broadcasts and presentations
- Integrates various ideas from films, broadcasts and presentations

Attitudes:

Practitioner,

We encourage you to talk with the learner about attitudes required to complete this task set. The context of the task has to be considered when identifying attitudes. With your learner, please check one of the following:

- Attitude is not important Attitude is somewhat important Attitude is very important



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Task Title: Workplace Violence: Ministry of Labour

Employees will often be instructed by their employers to watch information videos presented by different Government Ministries. Watch this video about Workplace Violence and answer the following questions:

http://www.labour.gov.on.ca/english/gallery/v_workplaceviolence_hs.php

Workplace Violence Ministry of Labour

- Task 1:** List two types of workplace jobs that would be considered higher risk.
- Task 2:** List two responsibilities of the employer regarding workplace violence and harassment.
- Task 3:** What should an employee do if he or she witnesses an incident of workplace violence or harassment?
- Task 4:** What is an employee able to do if there is a reason to believe he or she will be physically injured by violence in the workplace?
- Task 5:** Who is the first responder to acts of violence in the workplace and what is their responsibility?



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A3 Task (22) Answers

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Workplace Violence Ministry of Labour

Task 1: List two types of workplaces that would be considered higher risk

- ❖ Handling cash
- ❖ Working alone
- ❖ Working with the public
- ❖ Working with unstable clients
- ❖ Working the night shift

Task 2: List two responsibilities of the employer regarding workplace violence and harassment

- ❖ Provide training
- ❖ Risk assessment
- ❖ Ensure workers are reporting incidences of workplace violence and harassment
- ❖ Have mechanism in place that would summon immediate assistance
- ❖ Investigate and deal with incidents

Task 3: What should an employee do if he or she witnesses an incident of workplace violence or harassment?

- ❖ Report it to the employer

Task 4: What is an employee able to do if there is a reason to believe he or she will be physically injured by violence in the workplace?

- ❖ Refuse to work

Task 5: Who is the first responder to acts of violence in the workplace and what is their responsibility?

- ❖ Police are the first responder and will investigate and deal with instances of violence in the workplace.



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<i>Suggested Performance Descriptors</i>		Needs Work	Completes task with support from practitioner	Completes task independently
A3.2	<ul style="list-style-type: none">Listens/watches broadcast for more than one piece of information or one piece of information with a low level inference or with many distractors			

This task: was successfully completed____ needs to be tried again____

<i>Learner Comments</i>

Print Instructor's Name

Learner Signature