



## Unit 4 Transacting

<b>Unit summary</b>	This unit will enable learners to develop the knowledge and skill involved in carrying out an online transaction, and buying items online
<b>Guided learning hours</b>	9
<b>Level</b>	Entry
<b>Mandatory/optional</b>	Mandatory

<b>Learning Outcomes</b>	<b>Assessment Criteria</b>
<b>The learner will:</b>	<b>The learner can:</b>
<b>11. use online services</b>	11.1 complete and submit a form as part of an online transaction, complying with verification checks.