

The Employment Relations Act	Law introduced into New Zealand to promote good employment relationships
Training Provider	Marks theory assessments and distance learning materials
National Certificate in Automotive Engineering	Achieved at the end of a light vehicle apprenticeship
Record of Achievement Book	Bought by the employer but owned and updated by the apprentice
Relevant job sheets	Evidence of practical competence which the apprentice has to collect to show the assessor
Assesses work based practical unit standards	Motor Industry Training Organisation (MITO)
Evidence to prove practical competence	Relevant job sheets (supporting evidence) Up to date Record of achievement book Completed distance learning material Complete a set task within time verified by supervisor
Employment Relations Authority (ERA)	Organisation that helps to resolve employment relationship problems
Training Manual	Book which has all the information about the tools, equipment and safety precautions for each unit standard

Print, laminate and cut up for an activity to match the names with the definitions