

Signature

# Unit Specification

DM301 – Producing and Receiving  
Deafblind Manual

Y/507/3281

Sept 2019 – Aug 2020

# UNIT SPECIFICATION

## Unit DM301 – Producing and Receiving Deafblind Manual (DM)

(RQF Unit Accreditation Number: Y/507/3281)

This unit will provide learners with technical skills and strategies to be able to communicate effectively with users of Deafblind Manual.

### Unit summary

Guided learning hours (GLH)	Additional study hours	Total learning time	Credit value at Level 3
60	20	80	8 Credits at Level 3

Learning outcomes	Assessment criteria
At the end of this unit of learning, the successful learner can:	At the end of this unit of learning, the successful learner can:
1. Effectively communicate with a deafblind person by using and receiving Deafblind Manual	1.1 Use DM for communication in a variety of setting including conversations, socialising, educational, personal, employment (Access to Work) 1.2 Produce DM 100 cpm 1.3 Receive DM 60 cpm 1.4 Communicate appropriate social and personal environmental information; being able to initiate and maintain an appropriate conversation; facilitate their interaction and access to their environment 1.5 Communicate information by using paraphrasing 1.6 Maintain DM using spelling, accuracy and meaning 1.7 Use common single word braille contractions 1.8 Use common BSL signs that can be produced

<b>Learning outcomes</b> At the end of this unit of learning, the successful learner can:	<b>Assessment criteria</b> At the end of this unit of learning, the successful learner can:
	onto the DM users preferred hand, 1.9 Use General abbreviations when using the DM (Braille and Sign abbreviations 1.10 Know the general requirements to meet the needs of the DM user (emotions, feelings, attitude, role shift, emphasis, identification of the speaker).
2. Effectively receive DM with a deafblind person	2.1 Receive/understand a message at 60 cpm, for not less than five minutes. 2.2 Voice over or sign over the received message retaining meaning and expression.
3. Competently guide a deafblind person who is a DM user.	3.1 Consider the impact of environmental information in order to enable the deafblind person to make an informed decision 3.2 Discuss dilemmas and issues relating to guiding techniques

## Topic content

### A. Deafblind Manual

NB: Communication must be done without assistance from a third party.

Use the DM to communicate directly with a deafblind person

Productive: 100 cpm

- For the student to produce deafblind manual to the deafblind person, appropriate to meet individual needs and requirements
- Knowledge of the individual preferences of the deafblind person. Adaptability, ie producing deafblind manual in a variety ways such as on their right hand; wheelchair users; awareness of regional differences.
- Ability to paraphrase written information, ie summarize a gas bill
- Numbers

Receptive: 60 cpm

### B. Ethics

- Preparation
- Introductions
- Identify individual needs
- Expected outcome from that session
- Facilitate effective service for the deafblind person
- Facilitate effective interaction with a deafblind manual user

### C. Environmental Information

- Ensuring deafblind people have choice and control in a variety of settings
- Describing situations and opportunities
- How many people in the room
- Speaker indication
- Emotions / attitude of others

#### **D. Professionalism**

- Confidence and assertiveness
- Timings and preparation
- Appropriate behaviour, challenges and boundaries
- Responsibility for undertaking the appropriate bookings
- Awareness of other tactile communication methods, such as Haptic, body signing, Tadoma, hand-on-hand / hand-under-hand, Block, White Board / Black Pen.

#### **E. Personal Discretion**

- Dress code
- Hygiene
- Scent
- Hand gel
- Personal space
- Jewellery
- Agreement of timings and breaks, as laid down in NRCDP

# ASSESSMENT SPECIFICATION

**Please read this specification in conjunction with Signature Assessment Regulations and Signature General Regulations on our website.**

This unit is externally and internally assessed.

The candidate will demonstrate their skills using and receiving DM by:

- A. DVD presentation of a meeting setting: Using DM the candidate will relay points of the meeting including names of speakers, summary of the content, etc. Candidates will use paraphrasing techniques and produce DM at 100 characters per minute with accuracy and meaning. A summary will be given at the start of the assessment.
- B. DVD presentation of a person using DM: The candidate will use receptive skills of 60 characters per minute relaying the content using voice over or sign over.
- C. Relaying written information using DM: The candidate will be given a copy of a hand-out containing written text, numbers and a picture/diagram. The candidate will use DM to relay verbatim some of the text and describe the diagram/picture content.
- D. Environmental information using a DVD: The candidate will watch a DVD of a scenario. A conversation will take place using DM with the assessor relaying guiding information. An internal assessor will mark a checklist of 10 points that need to be relayed.

The candidate's use of DM will be filmed throughout each of the above assessments. The camera must therefore focus on the hands used to present DM. The recording will be sent to Signature for marking.

A feedback form covering the Learning Outcomes will need to be completed for each candidate by the teacher/assessor or Deafblind Manual user in order to confirm the candidate's technical skills of producing and receiving Deafblind Manual. This feedback form will be submitted with the video-recording to Signature

**Please Note: DM can be produced onto either hand or the DM users preferred hand for these assessments**



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