



SCHOOL FOR BUSINESS AND MANAGEMENT

PROFESSIONAL DEVELOPMENT

A1: ASSESS CANDIDATES USING A VARIETY OF METHODS

All individuals who assess the competence of others in work or vocationally related situations are expected to gain qualifications as assessors in order to reach the national standards.

The award relevant to assessment is the 'A1' unit. This replaces both the D32 and D33 qualifications.

Is this the right course for me?

Are you?

A "front-line assessor", possibly a supervisor or manager, a trainer, a college tutor, a work-based assessor

Do you?

Assess candidates who are working towards an NVQ (National Vocational Qualification).

Would you like to?

Gain credibility with awarding bodies, employers, colleagues, employees. Improve your understanding of competency based assessment. Develop your interpersonal skills; in particular listening skills, constructive feedback, questioning techniques.

What do you need to join the course?

You will need to be in a position to assess NVQs.

What will you do?

You will provide evidence by assessing your candidates' performance under realistic conditions in the workplace, in a training centre or at college.

Your assessment will include your candidates' products, questioning and other evidence collection methods to check the underpinning knowledge and understanding.

How long will the course last, and what patterns of attendance are available?

You will, after the initial training, arrange to see your Assessor-trainer at times and places to suit yourself. You are entitled to up to 7 hours support including the final assessment. Usually, EDEXCEL recommend that you should submit your evidence

within six months of registering. This award must be completed in a maximum of 18 months.

Continued overleaf.....

What will I achieve?

The Assessor Award – A1.

What should I do now?

If you have any queries please ring The Advice Centre on freephone 0800 854 695 or email l.scott@lowestoft.ac.uk

*It is the policy of this College that **everyone** is entitled to equality of opportunity in education and training.*

Please note that all the details on this factsheet were correct at the time of printing and may be subject to change.

If you would like this factsheet in larger print or alternative format, eg Braille or audio tape, please contact Study Skills Support on 01502 525191

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SCHOOL FOR BUSINESS AND MANAGEMENT

PROFESSIONAL DEVELOPMENT

V1: INTERNALLY VERIFY THE ASSESSMENT PROCESS

All individuals who verify NVQs (National Vocational Qualifications) in work or vocationally related situations are expected to gain qualifications as verifiers in order to reach the national standards.

The award which is relevant to verification is the V1 which replaces the D34 award.

Is this the right course for me?

Are you

someone who co-ordinates a team of assessors at a particular location or an approved centre?

Do you

have a key role in assessing the quality of assessment services, and verifying internal assessment practice?

Would you like to

- gain credibility with awarding bodies, employers, colleagues, employees?
- improve your understanding of competency based assessment?
- develop a quality assurance system for NVQs within your organization?

What do you need to join the course?

You will need to be in a position to internally verify NVQs.

What will you do?

You will provide evidence of how you advise and support assessors, check their competence and maintain a rigorous quality assurance system for NVQ assessment. Also how you act as a link between the assessors and the Awarding Body.

How long will the course last, and what patterns of attendance are available?

You will, after the initial training, arrange to see your Assessor-trainer at times and places to suit yourself. You are entitled to up to 5 hours support including the final assessment. This award must be completed in a maximum of 18 months.

Continued overleaf.....

What will I achieve?

The Verifiers Award V1

What should I do now?

Ring The Advice Centre on (01502) 525050.

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