



**Higher National Qualifications 2011
Internal Assessment Report
Electronics and Instrumentation**

The purpose of this report is to provide feedback to centres on verification in Higher National Qualifications in this subject.

Higher National Units

General comments

All centres visited have gained more experience with the Units and were able to demonstrate a clear understanding of the requirements of the national standards.

Unit specifications, instruments of assessment and exemplification materials

Centres, in the main, used SQA assessment exemplars or modified assessment exemplars to suit resources. Where centres generated alternative assessments these were predominately prior-verified by SQA.

Evidence Requirements

There are instances, in exam-based assessments for Units, where the evidence required to pass a Unit varies, eg any 60% or a specific 60%. This can lead to complex processes if candidates are required to do further work after failing to gain the specified percentage pass. This is mainly due to differences in interpreting Unit specification Evidence Requirements.

Administration of assessments

Most centres use SQA assessment exemplars modified for local resources and have, in the main, delivered these Units in previous sessions. These centres have sufficient internal verification procedures in place and, in all cases of visiting verification, were able to demonstrate the accurate implementation of these procedures.

Further general feedback

In addition to the points listed above, there were differences in the amount of feedback given to candidates. Some centres have specific candidate feedback sections written into assessment material, but the amount of feedback varied. Other centres use an oral feedback system which can be difficult to audit.

Not all centres had the control conditions stated on the front of assessments. These should be included for clarity.

Areas of good practice/areas for improvement

It can sometimes be difficult and complex to match the Evidence Requirements for a Unit (using the sampling process identified in a Unit specification) to produce an end-of-Unit written test with the specific pass mark required in order for candidates to achieve the Unit. Centres that demonstrated an ability to analyse the processes required in order to produce a reliable assessment were, generally, more confident and able to produce alternative assessments to the SQA assessment exemplars. Centres adopting this practice were, in general, able to provide more specific written feedback to candidates which is important for all candidates but specifically relevant for re-assessment purposes.

Specific areas for improvement

If more centres were to replicate the good practice identified above then overall standards would be raised.

Higher National Graded Units

Titles/levels of HN Graded Units verified

F013 34 Measurement and Control Engineering Graded Unit 1 (Central)

DG2T 34 Electronics Graded Unit 1 (Central)

DG2V 35 Electronics Graded Unit 2 (Visiting)

General comments

Both papers for the Graded Unit 1 exams were generated by the relevant Qualification Support Team and prior verified by SQA. They were used in all centres delivering the award thus ensuring that each exam met the requirements of the national standards.

With regard to Electronics Graded Unit 2, all centres had the relevant SQA assessment exemplar and other relevant SQA material available, and demonstrated an accurate understanding of the requirements of the national standards.

Unit specifications, instruments of assessment and exemplification materials

The method used to produce both Graded Unit 1 exams ensures that the standards are met.

With regard to Graded Unit 2, all centres verified demonstrated a thorough knowledge of all available SQA material.

Evidence Requirements

As stated above, all centres delivering either of the Graded Unit 1 exams and/or the Graded Unit 2 project were able to demonstrate an understanding of the required Evidence Requirements.

Administration of assessments

Although all centres used the same exam paper and marking scheme for both Graded Unit 1 exams, there were variations in the answer booklets used by candidates. Some centres used very detailed answer booklets, with dedicated columns for assessor marks and Internal Verifier checks. Centres, using this type of paper were, generally, more accurate in marking in line with the marking scheme. However, at the central verification event, it was not always apparent that internal verification had taken place. Once again, centres that were able to demonstrate internal verification were generally more accurate in marking in line with the marking scheme.

With regard to Graded Unit 2, it was not always apparent how much feedback had been given to candidates at progress meetings, and candidates' logbooks did not always have sufficient information regarding feedback sessions with assessors.

Further general feedback

Candidate's logbooks were treated more like diaries than technical logbooks.

With regard to both Graded Unit 1 exams, some centres were able to demonstrate excellent exam techniques through the work of their candidates. This may reflect the amount of time spent on teaching exam techniques to candidates.

Areas of good practice/areas for improvement

The standards of the Unit specification were met because both Graded Unit 1 exams were produced by the relevant QST and prior verified by SQA. This practice should be continued.

With regard to Graded Unit 2, regular and consistent dialogue with candidates throughout delivery of the Unit should be commended and encouraged — including checking and discussing logbook entries.

Specific areas for improvement

With regard to both Graded Unit 1 exams, some centres were able to demonstrate excellent exam techniques through the work of their candidates. However, there was room for improvement in this area in other centres. This may reflect the amount of time spent on teaching exam techniques to candidates. All centres should consider the use of detailed answer booklets, with dedicated columns for assessor marks and Internal Verifier checks.

With regard to Graded Unit 2, candidate logbooks and assessor progress meeting documentation should provide evidence of guidance offered to candidates while undertaking the Graded Unit.