



Higher National Qualifications 2011 Internal Assessment Report

Manufacture

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

Higher National Graded Units

Titles/levels of HN Graded Units verified

DV13 34 Graded Unit 1

General comments

Two papers were verified by post. The instruments of assessment and the scripts were of an appropriate standard. The External Verifier agreed with those grades awarded by the centres.

Unit specifications, instruments of assessment and exemplification materials

In general, assessors are familiar with the Unit specifications, instruments of assessment and exemplification materials. Assessors/lecturers still need a degree of support in terms of writing appropriate instruments of assessment.

Centres that are using the examination questions from the previously created bank should use appropriate internal verification processes to ensure that they are fit for purpose and that the Evidence Requirements of the Unit are being met. SQA can provide support with this through the prior verification service. Graded Unit papers submitted for prior verification should include a table showing the approximate weighting/marks allocation as required in pages 4, 5 and 6 of the Graded Unit specification.

Evidence Requirements

There is an appropriate understanding of the Evidence Requirements for the Unit.

Administration of assessments

Instruments of assessment submitted by centres were of an appropriate level once they had been prior verified.

Further general feedback

Feedback to candidates in the exam scripts was generally good.

It has not been possible to interview candidates during this session.

All scripts were made available.

Marking and the entry of marks need to be clear, unambiguous and standardised. Marks are often illegible and entered all over the paper, making it difficult to confirm the accuracy of the marking. The marking often does not conform to the marking schedule provided in the solutions.

Areas of good practice

One centre included a coverage table with the paper submitted for prior verification. This makes the prior verification process so much more streamlined.

Specific areas for improvement

All papers submitted for prior verification should include a table showing the approximate weighting/marks allocation as required in pages 4, 5 and 6 of the Unit specification. Graded Unit assessments should be internally verified by centres before being sent to SQA for prior verification or being used for tests even if taken from the unofficial bank of papers.

Internal assessors need to be careful in entering marks in a legible and easy to understand format. A standardised system of entering marks on the scripts could be adopted for the Graded Unit 1 papers.