



Internal Assessment Report (2010): Electrical Plant (274)

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

Four centres were externally verified in Verification Group 274 (Electrical Plant) in session 2009/10. No holds were placed on any of the centres. This confirms that candidate performance was being assessed to national standards. That is, candidates who passed Units were meeting national standards, whereas those failing were not.

Evidence from external verifier reports indicated that centre staff in general have a good understanding of the requirements of Unit specifications and instruments of assessments. However, in one centre externally verified, assessors were advised that NABs are an assessment tool and that due attention must be paid to the Unit specification as the base document for assessment instruments.

It is pleasing to report that centre staff understand the importance of having alternative assessment instruments for resit candidates.

External verifier reports confirmed that centres have a clear understanding of the Evidence Requirements of Units. In one centre, the External Verifier complimented centre staff for the quality of candidate evidence available. In another centre, the external verifier reported that the instruments of assessment for a Unit consisted of three workbooks, which supported the generation of written evidence in response to set questions and instructions. The questions in the workbooks had been clearly mapped to the Evidence Requirements of the Unit.

External Verifiers reported that internal verification processes were working effectively in all four centres visited. Internal verification documentation was being completed as appropriate. In one centre, the records of internal verification indicate that internal verification was being carried out at the pre-delivery, delivery and post-delivery stages.

In one centre, the assessment process includes a formal feedback form completed by the assessors for each candidate. However, the feedback form appeared to contain only scant information such as 'well done' and 'good job.' In discussions with the candidates, the External Verifier found out that more information on assessment performance was given on an informal basis through class discussion after assessment events.

In another centre candidates are provided with personal feedback after the assessment event.

Areas of good practice

In the centres externally verified, master folders were comprehensive and complete.

In one centre delivering the HN Unit *DN40 34: Industrial Plant Maintenance*, candidates were provided with access to Microsoft planning software to undertake critical analysis associated with maintaining industrial plant. The use of such software allows the candidates to quickly appreciate the crucial role that critical path analysis plays in the planning of industrial plant maintenance.

In one centre, in which workbooks are used to record written evidence, candidates were allowed to submit such evidence electronically.

Areas for improvement

The following development points should be noted:

- ◆ Centres should consider all the requirements of the Unit specification when implementing assessment.
- ◆ Comments on internal verification forms should give sufficient information to allow assessors to improve their assessment practices.
- ◆ Assessors should seek to identify in feedback to candidates both the strengths and weaknesses in assessment performance.