



**Higher National Qualifications
Internal Assessment Report 2012**

Computer Aided Technology

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

A total of 11 HN verification/development visits took place in session 2011–12 in the 295 — Computer Aided Technology group. Three of the visits were performed under the new quality assurance system.

All centres visited demonstrated a consistent understanding of the requirements of the national standards. This is partially evidenced by the use/intended use of assessment exemplars where available. The consistent use/intended use of exemplars has increased awareness of the national standards required throughout all centres.

Unit specifications, instruments of assessment and exemplification materials

All assessors in all centres visited demonstrated a good level of familiarity with the relevant Unit specifications and exemplars. Where available, most centres were using or intending to use assessment exemplars, and all were aware of the most up-to-date versions of the Unit specifications.

Evidence Requirements

A clear understanding of the Evidence Requirements for Units was demonstrated at all centres visited. All centres visited are aware of the availability of assessment exemplars and the exemplars are being used consistently for Units where an exemplar is available. Where centre-devised assessments were being used, they also demonstrated a clear understanding of the Evidence Requirements for the related Units and were pitched at an appropriate level.

Administration of assessments

All centres visited are using assessments at an appropriate level. Most are using the assessment exemplars provided by SQA. All centres demonstrated a robust internal verification system. However, some of the documentation being presented by a minority of centres could be formalised/packaged more appropriately to ease the verification process. In general, those centres visited under the pilot for the new quality assurance system had shown a greater effort in preparing the material for the verification visits.

General feedback

Feedback to candidates is varied at all centres. Some centres were found to have set aside time to provide constructive feedback; others demonstrated little in the way of candidate feedback.

Candidate feedback was positive in all instances. However, there is a need for a more proactive approach to gaining candidate feedback by centres and by External Verifiers during visits. External Verifiers should be taking every

opportunity to communicate with candidates where possible. This should be addressed in the new session.

Where the new quality assurance system was used, the feedback from candidates was more robust and informative.

All centres visited provided fair access to assessment.

Areas of good practice

The following is a list of good practice extracted from the various external verification reports:

- ◆ Some centres were making good use of a VLE (Moodle) for delivery and administration of the course material.
- ◆ One centre has invested in excellent facilities which include a model making workshop and 3D printers to enhance the learning experience.
- ◆ Work placements are now being used at one centre to enhance the learning experience for candidates, giving a real-world perspective on the content of the awards.

Specific areas for improvement

All centres visited were found to be working to national standards.

Higher National Graded Units

Titles/levels of HN Graded Units verified:

Computer Aided Draughting and Design: Graded Unit 1 SCQF level 7 DW15 34

Computer Aided Draughting and Design: Graded Unit 2 SCQF level 8 F328 35

Computer Aided Architectural Design and Technology: Graded Unit 1 SCQF level 7 F3SV 34

General comments

The following is a summary of the general points established from external verification visits to centres delivering the above Graded Units.

It was evident through the external verification visits that centres are aware of the documentation provided by SQA for the delivery and support of the Graded Units. This is verified by the consistency in level across all centres and the quality of submission from candidates. The quality of work was considered to be good and consistent with the national standards in all instances.

Unit specifications, instruments of assessment and exemplification materials

All centres visited are using the most up-to-date Unit specification. Centres provided evidence of candidates' use of centre-devised checklists reflective of the Unit specification checklist. This helped to establish consistency and ensured coverage of the main elements required by the specification. More centres are using checklists that reflect the requirements of the three elements of the Graded Units.

Where assessment instruments for the Graded Unit are developed locally it is recommended that these should be verified by SQA prior to delivery.

Evidence Requirements

Candidate submissions provided clear evidence that centres are fully aware of the Evidence Requirements for the Graded Unit. Centres have developed marking schemes which clearly demonstrate their understanding of the Evidence Requirements. The marking schemes are being used effectively and grades awarded were consistent and fair across all centres visited.

Administration of assessments

It was evident from external verification activities in 2011–12 that centres are using the assessment exemplars provided by SQA. Overall, centres are demonstrating a robust internal verification system. Centres are setting a good standard and the work being produced by candidates reflected the national standard.

General feedback

At present there are no other significant issues with the delivery of the Graded Units within the Computer Aided Technology grouping. Feedback to candidates is satisfactory across all centres visited, although in some instances it could be more formalised. The feedback from candidates interviewed was very positive in all instances. Overall, candidates were positive about the Graded Unit activity, both from a learning and assessment perspective.

Areas of good practice

The following points highlight good practice evidence for Graded Units:

- ◆ Graded Unit projects are student generated and approved by project supervisors. This harnesses students' interests/hobbies, giving good motivation.
- ◆ One centre gives students the opportunity to showcase their project work at an end-of-year design show. Guests for the event include family members, former and potential students and employers. The showcase provides motivation for students to complete the project work to the highest possible standards.

Specific areas for improvement

Based on the verification activity for session 2011–12, there are no issues within the Computer Aided Technology grouping that requires attention at this time.