



**National Qualifications 2011  
Internal Assessment Report  
Skills for Work: Engineering Skills**

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

# National Qualifications (NQ) awards

## Titles/levels of NQ Awards verified

Skills for Work: Engineering Skills (Intermediate 1)

Skills for Work: Engineering Skills (Intermediate 2)

### General comments

Eleven centres offering the Intermediate 1 award were subject to external verification visits this session. Four of the centres had recently been approved.

One centre offering the Intermediate 2 award received a visit. This centre had also recently been approved.

All centres had a good understanding of the national standards — the recently approved centres benefiting from previous experience with other subjects in the Skills for Work portfolio.

### Course Arrangements documents, Unit specifications, instruments of assessment and exemplification materials

The majority of centre assessors had wide knowledge and experience of using and interpreting the Course documentation and materials. One centre that was offering the Intermediate 1 award for the first time could have made better use of the Arrangements document in allocating the order in which the Units should be delivered to enable candidates to acquire the necessary skills and knowledge.

All centres were using the SQA-produced NABs, a few with minor modifications to the practical artefacts.

Most centres are supporting assessments with the SFEU-developed materials to prepare candidates.

Many of the centres visited attend the award Support Network event to share ideas and clarify any issues.

All assessors had made reliable decisions and so there were no Holds on certification.

### Evidence Requirements

As all centres were making use of the SQA-produced NABs, the Evidence Requirements used by the assessors were as recorded in these documents.

### Administer assessments

In participating centres, the Intermediate 1 award was offered to S3/S4 school candidates who would benefit from the level required for teaching/learning and assessment.

In the one centre that offered the Intermediate 2 award, it was offered to S3/S4 candidates who were, in addition, following options in Practical Craft Skills and other technology-based subjects.

Most centres allocated two years for the duration of the Course. Those who offered it over one session found that they really needed more time to fully expand skills development prior to assessment.

A few centres had slightly altered the practical artefacts specified in the relevant NAB, with most recording the changes in their internal verification documentation.

Some centres had not fully completed the candidate feedback section of the Employability Skills assessment material, although the assessments had been subject to internal verification.

All centres were able to produce relevant internal verification procedures at EV visits.

### **Areas of good practice/areas for improvement**

Most centres had formed good partnerships allowing candidates access to real work situations.

Most centres now realise the importance of feedback on Employability Skills to candidates in order to increase confidence and motivation.

In one centre the Units are taught and assessed by a local engineering company owner on his premises.

The standard of candidate practical work, where seen, was extremely high in many cases.

The motivation and commitment of centre staff towards candidates undertaking the awards is to be commended.

### **Specific areas for improvement**

A small number of centres still require to concentrate on completing feedback to all candidates on Employability Skills. On visits, the increase in candidate confidence is noticeable when this important part of the assessment process is correctly carried out. Candidate progression throughout the Course can then be monitored and recorded. It should be remembered that candidates may include this information within a portfolio of work and assessment that is then used in an interview situation with a prospective employer.

Centres benefit from close links with other delivering centres which enable them to share good practice and innovative ideas. This is provided by the Support Network meeting held annually in June and facilitated by SQA. Notice of the meeting is sent to all relevant contacts at presenting centres.