

Our ref: MT/PDAITALL

5 August 2005

To: SQA Co-ordinator
FAO: PDA:ITALL tutors

Action by Recipient	
	Response required
✓	Note and pass on
	None — update/information only

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Dear Colleague

Re: PDA: ITALL (Introductory Training in Adult Literacies Learning)

You may remember that some time ago, a question was raised regarding reflective account assessment of this award. This has now been fully discussed by the specialist team within Quality Assurance and we are pleased to offer you further guidance which I hope will help. The Arrangements document which supports the PDA will be amended to incorporate this additional guidance.

Candidates are required to provide reflective accounts which show how the underpinning knowledge and skills influence their practice. For most learners who are presented for the award, three reflective accounts continue to be the recommended method of assessment across the Units: DA9V 12 *Adult Literacies Learning in Scotland* and DA9W 12 *Working with Adult Literacies Learners*. The rationale for this is to encourage learners to demonstrate their knowledge and skills without any unnecessary barriers that a longer report may present. Being asked to produce a response of 750 words is off-putting to many of the PDA: ITALL candidates and an unnecessary requirement of the award. This was borne out by initial research and confirmed through Moderation visits throughout the year.

However, there may be instances where a more integrated assessment approach is better suited to the learning style of those presented for the award. Where one holistic reflective account is proposed, this is an acceptable assessment choice for such learners.

Assessors must continue to ensure that standards are not compromised when using a single reflective account as evidence. They must also ensure that using such assessment methodology does not present extra difficulty to any candidate.

SQA are keen to see customised learning/assessment which encourage learners to show their achievement of the standards. We offer a Prior Moderation service that will scrutinise locally devised assessments from our centres to ensure that — where significant changes are made to

the recommended methods — the proposed assessment is both reliable and valid. Should you propose to use a holistic approach to assessment as a single reflective account, or any other type of assessment for the PDA: ITALL, I would encourage you to use this service. Details are available from SQA's website: www.sqa.org.uk

I hope this clarifies the question raised at the Quality Network. Please contact me if any further information is required.

Best wishes

A handwritten signature in black ink that reads "Margaret Tierney". The signature is written in a cursive style with a large initial 'M' and 'T'.

Margaret Tierney
Qualification Manager