



**National Qualifications 2014
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 Courses

Titles/levels of National Courses verified:

Engineering Skills (National 4, National 5)

General comments

Of the centres selected for verification this session, one college was delivering the National 4 qualification and four schools were delivering the National 5 qualification. Three of the schools were assessing candidates for the first time. Most candidates were from S3/S4 with a few undertaking the National 5 qualification from S5/S6.

All centres have a comprehensive understanding of national standards and all centres received satisfactory visits.

Arrangements, Unit Specifications, instruments of assessment and exemplification materials

There is evidence of some centres not fully utilising the Arrangements documents for the National 5 qualification. These offer advice on course delivery, candidate selection and scheduling of Units to aid skill development — we would recommend that all centres make full use of these.

With the exception of one Unit being assessed by the college, all other centres were making use of the SQA-produced National Assessment Bank materials and the support materials initially produced for the qualification by SFEU.

Evidence Requirements

All centres have a clear understanding of the Evidence Requirements for the Course with only a few instances found of not fully understanding the importance of the Employability Skills integrated into each individual Unit.

Administration of assessments

Centres were able to produce relevant internal verification procedures for External Verifiers and in most cases there was evidence of adherence to the procedure in the candidate evidence sampled. Some centres carry out 100% sampling, that is not part of their procedures, but still tend to treat Employability Skills to a lesser extent than production of an artefact.

Retention of practical work for external verification is not required for these qualifications and candidates should be able to take their work away on completion — if the centre wishes, they could retain photographic evidence for insertion in a portfolio/logbook.

Areas of good practice

Most practical work presented by centres is of a very high standard with assessors obviously placing great importance on quality of product.

Most centres have set up a good network of partners to aid Employability Skills with one centre linking with a university to provide visiting technology lecturers. Some of these partnerships are formal, whereas others are on an ad-hoc basis.

Centres are also helping candidates produce a good logbook of Course activity including critical review of progress.

Specific areas for improvement

Centres should make all assessors and verifiers aware of the Arrangements documents and the useful advice that they contain.

Assessors and verifiers should prioritise the full completion of Employability Skills integrated within each Unit.

As relevant partnerships are key to all SfW Courses, partnership agreements should be formalised.