



**National Qualifications 2017
Internal Assessment Report
Skills for Work: Food and Drink
Manufacturing**

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

National Courses

Skills for Work: Food and Drink Manufacture at SCQF level 5

General comments

There is currently only one centre delivering the course. Candidate evidence and assessment decisions clearly demonstrated that the assessor has an accurate understanding of the course requirements and national standards. The evidence presented by the centre was of a very high standard.

Course arrangements, unit specifications, instruments of assessment and exemplification materials

The centre used the SQA assessment support pack and marking checklists. The assessor and internal verifier were familiar with the course arrangements, unit specifications and assessment instruments.

Evidence requirements

The centre had a clear understanding of the evidence requirements for the units. This was evident from the assessor's marking checklists for the units.

Administration of assessments

Candidates presented a portfolio of evidence covering the four units of the course. They used examples from a range of food and drink manufacturers to meet the evidence requirements. Candidates and assessors signed and dated the portfolios to confirm the authenticity of the work.

The assessor completed marking checklists to match candidate evidence to the evidence requirements of the units, however they did not record candidate feedback on the marking checklists. Candidates would have benefited from detailed feedback to help them to measure their own personal development. Candidate portfolios were internally verified in line with the centre's policy. The internal verifier signed and dated the sampled portfolios and gave detailed feedback to the assessor. The internal verifier and assessor meet on a regular basis and record the action points from their discussions.

Areas of good practice

The centre has developed excellent links with industry to enhance the delivery and assessment of the course. Guest speakers from industry regularly visit the centre. Candidates greatly benefit from the opportunity to interact with these experts.

The centre encouraged candidates to watch YouTube videos of food and drink manufacturing processes to see live production. The centre is using National 4 and 5 Health and Food Technology resources to deliver the units.

Specific areas for improvement

The assessor should give candidates feedback on their performance to enable them to measure their own development. The assessor should also keep a record of this feedback.