



**National Qualifications 2018
Qualification Verification Summary Report
Skills for Work: Automotive Skills**

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

National Courses

Skills for Work: Automotive Skills at SCQF level 4 (C271 74)

F8N0 10 Automotive Skills: The Modification Project

F8MY 10 Automotive Skills: The Technician

F8MX 10 Automotive Skills: The Car

F8MW 10 Automotive Skills: The Garage

General comments

All the centres visited were operating the four-unit group award using holistic assessment methods, effectively covering the outcomes within each of the four units. Strong commercial interaction is continuing with most centres making good use of their local industrial contacts, which has the advantage of introducing the candidates to the real working automotive environment allied to the unit outcomes.

In centres visited this session, where possible a discussion with the candidates was carried out while they were undertaking an assessable work task. In most centres, 'The Technician' and the 'Modification Project' are being combined, enhancing the learning process and leading directly to transferable experience of the various automotive repair and retail trades.

The external verifiers confirmed that the centres are using the holistic approach for all four units of the award, making the best use of the resources and the candidates' time. In all centres, discussion with the assessors and internal verifiers demonstrated their understanding of the requirements of the award. Well thought-out tasks, in conjunction with the National Assessment Bank support materials (NABs), gave the candidates the best opportunity to succeed.

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

All assessors seen during the visits this session demonstrated good occupational competence, knowledge of the outcomes, and a clear understanding of the unit requirements for each outcome of the award.

All centres had up-to-date copies of the units and the NABs internally verified for use. The centres are using the NABs for the assessment of the units. These link effectively with the unit outcomes across the award, and so make good use of the candidates' time and access to resources. This was reflected during discussion with the candidates and evidenced in the candidates' portfolios.

All assessment was carried out within the practical automotive working environment using direct observation, check sheets, job cards, service menu cards, and commercial manufacturer's service schedules — all of which were aligned to the unit outcomes.

Evidence requirements

All centres use the NABs to build and develop candidate portfolios. Some centres combine the NABs with centre-produced material to develop a more in-depth understanding, especially with the unit 'The Garage'. This approach assists in measuring the outcome requirements and with ensuring that the candidate is not over-assessed.

All materials, which were open to view, were signed-off by both the assessor and the candidate, dated and marked. This gives assurance that it is the candidate's own work and that it is valid for the outcome being assessed. The candidate evidence viewed was valid, authentic, reliable, and sufficient to meet the standard for the award.

Administration of assessments

In all centres visited, the external verifiers saw evidence that candidates are given practical, verbal and written constructive feedback and guidance throughout the award.

Candidates' work is sampled regularly as the units progress and is recorded in the portfolios in line with SQA requirements, ensuring the candidates' needs are being fully met. All centres use a holistic approach to assessment.

In most centres, an assessment schedule is agreed between the candidate and assessor, to fit the candidate's attendance pattern. Where the practical task demands a more intense pattern of involvement, the schedule can be adjusted to accommodate the time factor.

In all centres, internal verification is carried out in line with centre policy. Internal verification in all centres continues to be between 50% and 100% depending on the candidate numbers. All practical and written assessments are measured against the National Occupational Standards, recorded in the appropriate check sheets, quality checked on completion, and signed-off by the internal verifier.

Areas of good practice

The holistic approach to delivering this qualification, and using industrial contacts, enhances the industrial knowledge and experience for the candidate.

The use of manufacturers' service data sheets, service repair manuals, internet, electronic auto data, repair job cards, MoT check sheets and locally devised service/repair sheets/checklists adds to the realism of the qualification.

Some centres are actively engaged in work placement within local industry or colleges, and this direct commercial interaction helps candidates to develop their skills and experience.

One centre devised its practical tasks around a kit car and donor vehicle with the candidates dismantling the donor vehicle and modifying many of the components during the rebuild of the kit car. This had a very positive effect on the attendance, enthusiasm and success of the candidates taking the award.

In a centre where identified industrial links are in place, the candidate may work-shadow the service mechanic in a live commercial environment — again giving the candidate a positive and realistic view of the industry.