Scottish Vocational Qualifications
Internal Assessment Report 2016

Workplace Core Skills: Information and Communication Technology

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

Workplace-assessed units

General comments

On reviewing the external verification reports submitted this year for the Workplace-assessed Information and Communication Technology (ICT) units, it would appear that centres have a clear and accurate understanding of the evidence requirements for these units. Only a few minor issues arose throughout the year and these were very well managed by the ICT Core Skill team.

Unit specifications, instruments of assessment and exemplification materials

In general terms, it would appear that assessors are familiar with the unit specifications and the instruments of assessment available to them. Some centres continue to use the assessment support packs, whereas others have developed their own materials and made good attempts to contextualise these to specific vocational areas relevant to the candidate. Again, a few minor issues were identified through verification but this is to be expected with such a wide range of organisations delivering this Core Skill.

Evidence requirements

The fact that only a very small number of amber or red ratings were applied during verification would suggest that centres do have a clear understanding of the evidence requirements for the unit. In some instances guidance was given, mainly in relation to providing more direct candidate evidence rather than relying on assessor observation as the principal means of providing evidence for the unit. In addition, there were some instances where further guidance was given in relation to Accessing Information, particularly at SCQF levels 5 and 6, to ensure that the evidence presented met the requirements in terms of a search strategy and a full evaluation.

Administration of assessments

Most centres have managed to identify the appropriate level for the delivery of the ICT Core Skill. This can be challenging, particularly where centres are delivering across a range of levels. There were no instances where levelling was raised as a concern. The assessments were applied fairly with no apparent barriers in place. Internal verification would appear to be working effectively. It was noted that in some instances internal verifiers had correctly identified areas for improvement and fed these back to assessors. Staff qualifications were largely in place and where they were not there was a plan for achievement of the appropriate qualification.

General feedback

There was evidence that candidates are receiving good feedback from assessors and in turn assessors are being given good feedback from internal verification.

This supports the view that the delivery of the ICT Core Skill continues to improve.

Areas of good practice

A good number of centres have begun to contextualise their delivery of the ICT Core Skill. This can be done relatively easily and it is good to see that centres appreciate the benefit that this brings to the learner in helping them to understand and appreciate the relevance of Core Skills to their vocational area. This is so helpful to learners and ensures that Core Skills are not seen as an 'add on'.

Centres were well prepared for visits and in the main produced the evidence that was requested on the visit plan.

Specific areas for improvement

Centres are encouraged to try to develop better contextualisation that is candidate-led.

The ICT Core Skill has been delivered successfully now for many years with no significant changes to the content and a lot of improvements to practice and delivery are already in place.