



NQ Verification 2015–16 Key Message Reports

Verification group name:	Business Management
Levels	N4 – Advanced Higher
Date published:	October 2016

This Report combines all Verification Key Messages for the academic session 2015-2016.



NQ Verification 2015–16 Key Messages Round 1

01

Section 1: Verification group information

Verification group name:	Business Management
Verification event/visiting information	Event
Date published:	March 2016

National Courses/Units verified:

National 5, Higher and Advanced Higher Units

02

Section 2: Comments on assessment

Assessment approaches

In the vast majority of cases centres are now handling the Unit assessments appropriately, following the guidelines in the Unit assessment support.

There were some excellent examples of candidate responses, including some very detailed responses at Advanced Higher. This shows that centres are now familiar with the procedures and approaches to Unit assessments.

Nineteen centres were externally verified and all were accepted, having met the national standard both for approaches to the assessments and assessment judgements.

All centres assessed the evidence to the national standard and in many cases the candidates displayed a large degree of knowledge and understanding in their responses. This is excellent and it would be hoped that this continues in Round 2 verification.

The assessment approaches being used are showing more variety which is commendable.

Assessment judgements

Centres demonstrated a good knowledge of the assessment judgements and applied them correctly to the tasks.

There are still some concerns over ‘impacts’ on an organisation. Centres should ensure that responses to questions which require candidates to show ‘impacts’ are clear in showing the impact on the organisation.

The vast majority of centres had good evidence of internal verification and it is hoped this will continue in the future.

At Advanced Higher the level of expected responses is fairly detailed. Centres should refer to the commentary on assessment judgements (fourth column) of the judging evidence tables in the Unit assessment support, for information and an indication of the level of response required.

In a few cases centres are still not using brackets and ticks to show the start and end of a correct response. Using square brackets to indicate where marks are awarded is an example of good practice. Using brackets and ticks helps the learner to see where marks have been awarded and shows the verifier where the centre feels a correct response exists. Some centres merely place a tick in the middle of a response which makes verification process more difficult.

03

Section 3: General comments

A few centres appear to stop marking once the Outcome has been met, in many cases after the first two correct candidate responses. It would be preferable if all of each candidate’s work was marked showing where all correct responses exist. If only the first two correct responses are marked and there is a disagreement between the verifier and the centre’s marking, this can cause issues with the verification result.

The organisation of the verification materials is to be commended and most centres are including all the relevant evidence which makes the process much easier.

Internal verification was evident in most centres and this again is an example of good practice that should be continued in future years. Centres should continue to internally verify a sample of assessed work, around one-third of the sample would constitute good practice.

It was pleasing to note that no assessments used had been changed to include marks or total marks for the assessment. This demonstrates that centres can understand and apply the concept of minimum competence and are showing a greater understanding of assessment approaches.



NQ Verification 2015–16 Key Messages Round 2

01

Section 1: Verification group information

Verification group name:	Business Management
Verification event/visiting information	Event
Date published:	June 2016

National Courses/Units verified:

H282 74 National 4 Business added value unit

02

Section 2: Comments on assessment

Assessment approaches

Centres are now tackling the added value unit appropriately, following the guidelines in the unit assessment support pack.

There were some excellent examples of Business Reports at this level, both in PowerPoint presentation format and in general Business Report format. Both of these formats are perfectly acceptable and allow candidates to meet the criteria for this unit.

There was only one centre not accepted during this verification round, and this was for minor judgement errors by the centre.

Assessment judgements

Centres demonstrated a good knowledge of the assessment judgements and applied them correctly to the task.

If a centre uses a PowerPoint slide format, it would be good practice to indicate at the side of the PowerPoint where each outcome has been met and showing the outcome met, ie, 1.1, 1.2 etc. This makes the verification process easy to carry out.

There were a variety of keyed-in reports and PowerPoint versions of the task. Both of these approaches allow candidates to meet the success criteria in the task.

The vast majority of centres had good evidence of internal verification, and it is hoped this would continue in the future.

03

Section 3: General comments

There appears to be no significant issues with the added value unit, and many candidates are showing a real flair in their responses, giving much more than the minimum required to be awarded a pass.

Internal verification should continue, as good practice and also to ensure that no errors occur in the first stage of assessing candidates' work.