



**National Qualifications 2017
Internal Assessment Report
Skills for Work: Maritime 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: Maritime Skills at SCQF level 5 (C269 75)

F8KP 11	Employability Skills in the Maritime Sector
F8KR 11	Small Boat Engineering
F8KT 11	Health & Safety in the Maritime Sector
F8KV 11	Maritime Environment. An Introduction
F8L0 11	Seamanship. An Introduction

General comments

Two centres were listed for the purposes of external verification during the 2017 diet.

External verification for Centre 1 was carried out on 10 March 2017 and for Centre 2 on 23 March 2017. Both centres elected to undertake the full award, ie five units over the academic year. However, when the external verification process was carried out, both centres had delivered only three of the units with the remaining two in the process of being delivered. In hindsight, it may have been beneficial to postpone the external verification visits to nearer the cut-off date of 31 May 2017 in order to assess the full award.

Actual units completed at time of external verification

F8KP 11	Employability Skills & Careers in the Maritime Sector (Centre 1)
F8KV 11	Maritime Environment. An Introduction (Centre 1)
F8KR 11	Small Boat Engineering (Centre 1)
F8KP 11	Employability Skills & Careers in the Maritime Sector (Centre 2)
F8KV 11	Maritime Environment. An Introduction (Centre 2)
F8L0 11	Seamanship an Introduction (Centre 2)

Candidates enrolled for the award: Centre 1 = 5, Centre 2 = 3.

All eight candidates were successful in passing the three units undertaken at the time of external verification.

The staff of both centres administrating and delivering the Skills for Work: Maritime Skills award demonstrated an in-depth knowledge of the requirements of the national standards.

Candidates were interviewed at the time of external verification. All candidates received written and oral feedback as appropriate for each of the three units externally verified.

Centre 1: Three candidates were interviewed at the time of the external verification. All three were extremely happy with the course, lecturing staff, and facilities. They felt that the Skills for Work qualification would add to their formal academic qualifications and hold them in good stead for future employment. Two

were interested in working in the fishing industry while the third expressed the intention of being an engineer.

Centre 2: The three candidates were interviewed at the time of the external verification. All three were extremely happy with the course, lecturing staff, and facilities. They felt that the Skills for Work qualification would add to their formal academic qualifications and hold them in good stead for future employment. One of the candidates intimated that his preferred career path was within the fishing industry while the other two were considering either fish farming or working on the local estates.

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

The staff of the two centres assessing the individual units making up the award demonstrated to the external verifier through questioning that they were familiar with the unit specifications, instruments of assessment, and exemplification materials.

Evidence requirements

Both centres made good use of national assessment bank material's evidence and observational checklists appropriate to each of the units. Candidate unit assessment records and unit class records were readily available for scrutiny by the external verifier.

Through questioning and observation, the staff of the two centres assessing the individual units of the award demonstrated to the external verifier that they had a clear understanding of the evidence requirements.

Administration of assessments

For both centres, the evidence of work was presented in individual candidate portfolios. Each portfolio contained teaching material, the candidate's completed work and worksheets for each outcome, results, and feedback sheets. By comparing the national assessment bank marking schemes with the evidence of work presented, the external verifier determined that all assignment judgements sampled were accurate and fair and to the correct standard.

For both centres, the internal verification process was rigorous and highly effective. Each centre demonstrated that verification was carried out and recorded procedures and policies laid down by their individual institutions.

Areas of good practice

Centre 1

- ◆ The use of the TRANSAS full mission simulator.
- ◆ The electronic chart, display and information system.
- ◆ The centre offers candidates the opportunity to gain STCW and Sea Fish qualifications to enhance the Skills for Work Maritime Skills award.
- ◆ Guest industry lecturers have been introduced on the course.

Centre 2

- ◆ The use of the resources of a local sailing club that is affiliated to the school.
- ◆ The construction of a 22-foot long skiff by school staff, candidates, and local interested parties.

The innovative approaches described above not only enhance teaching, learning and attainment but also aids both the assessment and verification processes.

Specific areas for improvement

Centre 1

- ◆ Paperwork and record keeping need to be tightened up.
- ◆ Encourage the candidates to keep their portfolio work neat and tidy and in order. It would be beneficial if the centre had dedicated boats of its own for the practical seamanship and boat handling aspects of the award.

Centre 2

- ◆ None.