

## Mapping of A1 practice and evidence to L&D 9 DI

Unit L&D9DI - Assess Workplace Competence Using Direct and Indirect Methods (FD41 04)	Unit A1 Match	Further evidence requirements for L&D9DI
<b>Performance</b> <b>What the assessor-candidate must do</b>		
<b>1 Prepare to assess</b> a) Ensure candidates understand the purpose, requirements and processes of assessment	A1.1 PC b could link to this Outcome. This performance criterion relates to “developing plans” and, therefore could provide evidence of preparing to assess.	Need to address through responses to questions for L&D 9 DI – Outcome 1  Supporting evidence required which contains information for candidates in relation to purpose, requirements and processes of assessment
<b>2 Plan assessments</b> a) Identify evidence that is valid, authentic and sufficient b) Plan to use valid, fair and reliable and safe assessment methods c) Plan assessment to meet requirements and candidate needs	A1.1 PCs a – m meet performance criteria a, b and c.	Evidence of using the following method of assessment should be included in assessor’s submission for L&D9DI ; <ul style="list-style-type: none"> <li>• Examination of Work Products (both created and not created at the time of observation)</li> </ul>
<b>3 Assess candidate performance and knowledge</b> a) Collect evidence that is valid, authentic and sufficient b) Use valid, fair, reliable and safe assessment methods c) Make assessment decisions against specified criteria d) Work with others to ensure the standardisation of assessment practice and outcomes	A1.2 PCs a – j meets performance criteria a, b & c.  A1.4 PC b meets performance criteria d	Evidence of using the following method of assessment should be included in assessor’s submission for L&D9DI ; <ul style="list-style-type: none"> <li>• Examination of Work Products (both created and not created at the time of observation)</li> </ul>

Performance What the assessor-candidate must do	Unit A1 Match	Further evidence requirements for L&D9DI
<p><b>4 Confirm progression and achievement</b></p> <p>a) Provide feedback to the learner that affirms achievement and identifies any additional requirements</p> <p>b) Maintain required records of the assessment process, its outcomes and candidate progress</p>	<p>A1.3 PCs a – f meet performance criterion a.</p> <p>A1.4 PCs a, c &amp; d meet performance criterion b.</p>	

<b>Knowledge</b> <b>What the assessor-candidate must know</b>	<b>Further evidence required for Unit L&amp;D 9 DI</b>
<p><b>1. Prepare to assess</b></p> <ul style="list-style-type: none"> <li>a. How to judge when the candidate is ready for assessment</li> <li><b>b. The range of information that should be made available to candidates before assessment begins</b></li> <li><b>c. The concepts and principles of assessment</b></li> <li>d. Standards to be assessed, assessment/evidence requirements, regulatory requirements</li> <li><b>e. The candidates' job role and their work environment and how this influences which assessment approach to use</b></li> </ul>	<p>Knowledge and Understanding for Unit L&amp;D9DI must be addressed as a separate component of the Unit, ie, cannot be met by performance.</p> <p>Knowledge highlighted in bold is not included in Unit A1 Knowledge Requirements.</p>
<p><b>2. Plan assessments</b></p> <ul style="list-style-type: none"> <li><b>a. The principles of assessment (validity, authenticity, reliability, currency ,sufficiency (VARCS)</b></li> <li><b>b. The uses, benefits and drawbacks of the different assessment methods, including those that use technology</b></li> <li><b>c. Types of risks, including health, safety and welfare and quality assurance risks, when assessing and how to manage them</b></li> <li>d. How to plan assessments in own area of responsibility, involving candidates and allowing access</li> <li>e. How assessment arrangements can be adapted to meet the diverse needs of</li> </ul>	<p>Knowledge and Understanding for Unit L&amp;D9DI must be addressed as a separate component of the Unit, ie, cannot be met by performance.</p> <p>Knowledge highlighted in bold is not included in Unit A1 Knowledge Requirements.</p>

<p>individual candidates</p> <p>f. How disputes and appeals will be handled and how confidentiality will be maintained</p>	
<p><b>3. Assess candidate performance and knowledge</b></p> <p><b>a. The principles of competence based assessment (competent versus not yet competent)</b></p> <p>b. How to judge evidence in relation to specified criteria ensuring the quality assurance principles are applied (valid, fair, reliable, current, safe)</p> <p><b>c. Achieving objectivity and consistency when making assessment decisions and what to do when there is doubt</b></p> <p>d. Standardisation processes and how to contribute to those</p> <p>e. How to co-operate and work effectively with others involved in the assessment process</p>	<p>Knowledge and Understanding for Unit L&amp;D9DI must be addressed as a separate component of the Unit, ie, cannot be met by performance.</p> <p>Knowledge highlighted in bold is not included in Unit A1 Knowledge Requirements.</p>
<p><b>4. Confirm progression and achievement</b></p> <p><b>a. The purpose and value of feedback in the assessment cycle</b></p> <p>b. How to deliver constructive feedback and the next steps in the assessment process</p> <p>c. How to ensure access and data protection requirements are adhered to when maintaining records of assessment and candidate progress.</p>	<p>Knowledge and Understanding for Unit L&amp;D9DI must be addressed as a separate component of the Unit, ie, cannot be met by performance.</p> <p>Knowledge highlighted in bold is not included in Unit A1 Knowledge Requirements.</p>

<p>d. Internal quality assurance processes and procedures and how to apply these in practice</p> <p><b>e. The value and purpose of continuing professional development for assessment practitioners</b></p>	
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