



AWARDING MEETING CHECKLIST 2025

	Item of Evidence	Confirm reviewed	N/A
1	<u>Statement of Intent</u>		
1.1	Review of previous year	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Approach to sampling	<input type="checkbox"/>	<input type="checkbox"/>
1.3	Differentiation across components	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Issues addressed from previous year	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Intended grade boundaries	<input type="checkbox"/>	<input type="checkbox"/>
2	<u>Assessment Performance Form</u>		
2.1	Candidate performance for each component	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Assessment task or brief for each component	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Marking issues for each component	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Overall judgement for each component	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Understanding of assessment standards for each component	<input type="checkbox"/>	<input type="checkbox"/>
3	<u>Markers Reports</u>		
3.1	Candidate performance compared to previous years	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Details of candidate performance this year	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Comments on the assessment	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Any other comments	<input type="checkbox"/>	<input type="checkbox"/>
4	<u>Statistical Pack</u>		
4.1	Course Information	<input type="checkbox"/>	<input type="checkbox"/>
4.2	Cohort	<input type="checkbox"/>	<input type="checkbox"/>
4.3	Mark distribution	<input type="checkbox"/>	<input type="checkbox"/>
4.4	Grades	<input type="checkbox"/>	<input type="checkbox"/>
4.5	Component information	<input type="checkbox"/>	<input type="checkbox"/>
4.6	Estimates	<input type="checkbox"/>	<input type="checkbox"/>
5	<u>Other Feedback</u>		
5.1	Feedback from centres	<input type="checkbox"/>	<input type="checkbox"/>
5.2	Feedback from individual learners	<input type="checkbox"/>	<input type="checkbox"/>
5.3	Feedback from professional bodies	<input type="checkbox"/>	<input type="checkbox"/>
5.4	Feedback from subject networks	<input type="checkbox"/>	<input type="checkbox"/>