

Subject guidance for internally assessed qualifications in 2021–22

Please read this document in conjunction with [guidance for the assessment of internally assessed qualifications issued to centres in August 2021](#).

Group Award title(s):	NPA Financial Services
Group Award code(s):	GR3Y 46/GL6W 46

Units and/or outcomes where conditions of assessment can or cannot be altered

None, subject to appropriate quality assurance of assessment redesign relating to adaptations identified.

SQA ASPs with closed-book conditions may not be used for assessment in open-book conditions.

Please refer to the generic [SQA Guidance Supporting the delivery, assessment and verification of SQA units, session 2021-22](#) for further guidance on adapting assessments.

A pre-verification service is available to support centres develop assessment instruments adapted from closed-book to open-book conditions. To utilise, please contact operationshvg@sqa.org.uk

Adaptations to evidence requirements to help manage assessment

Requirement for assessments to be closed-book supervised can be removed from the following units/outcomes:

- ◆ **Financial Services An Introduction H97V 46 — outcome 1**
- ◆ **Financial Services: Personal Finance Awareness HF23 75**

Requirement for the following open-book assessments to be supervised can be removed from the following units/outcomes:

- ◆ **Financial Services An Introduction H97V 46 — outcome 2**
- ◆ **Financial Services: Regulatory Framework H97W 46**
- ◆ **Financial Services: Promoting Positive Customer Relationships (H97Y 46) Outcomes 2, 3 and 4** — however learners will have to take part in a simulated activity to enable them to meet the requirement to demonstrate the behaviours specified in the outcomes.

For these four units, the assessment instruments would have to ensure no assessment of knowledge recall as this would no longer be valid in an open book assessment.

Assessments should test application of knowledge in context. Centres must take appropriate steps to authenticate the evidence as the learner's work.

◆ **Financial Services: Communication H97X 46**

No adaptations.

Rationale

Adaptations to assessment conditions

◆ **Financial Services: Communication H97X 46**

No adaptation is needed for on the basis meetings could be held via Zoom and organisational filing systems can be interpreted widely and include centre as well as work placement systems.

Adaptations to evidence requirements

Subject to the correct context being applied, this Group Award is very well suited to the use of a project-based portfolio of evidence being used as a means of assessing a significant part of the qualification.

Adapting assessments

Where assessment conditions are adapted from closed-book to open-book, use of a single assessment across all Outcomes may reduce the time for assessment rather than assessing Outcomes separately.

Additional guidance and information

Guidance on Integration of assessment and available resources

Refer to Group Award Specification GR3Y 46/GL6Y 46 p14 for guidance.

Subject to development of an appropriate project(s) it is possible to assess a significant portion of the evidence requirements of the five financial services units (H97V 46, H97W 46, H97X 46, H97Y 46 and HF23 75) through an integrated assessment using a portfolio of project evidence.

NPA Financial Services GR3Y 46/GL6W 46

Assessment conditions 2021–22

Unit						
Financial Services: An Introduction H97V 34	Outcome 1	Closed-book — may be adapted	Outcome 2	Supervised — may be adapted	Outcome 3	Open-book
Financial Services: Personal Finance Awareness HF23 75	Outcomes 1, 2 and 3	Closed-book — may be adapted				
Financial Services: Regulatory Framework H97W 46	Outcomes 1, 2, 3 and 4	Supervised — may be adapted				
Financial Services: Promoting Positive Customer Relationships H97Y 46	Outcome 1	Open-book	Outcomes 2, 3 and 4	Supervised — may be adapted		
Financial Services: Communication H97X 46	Outcomes 1, 2 and 3	Open-book				
Work Placement (GL6W 46 only)	Outcomes 1, 2, 3 and 4	Open-book				