



Pro-Active College®
PUBLIC SERVICES COLLEGE (Pty) Ltd

» TARGET GROUP

This skills programme is designed for the public and private sector and is aimed at:

- individuals assessing the competence of others according to specified criteria and predesigned instruments.

» BENEFITS

The benefits of this skills programme include:

- the ability to register as an assessor; and
- compliance with assessment principles.

» ABOUT US

Pro-Active College excels in the education, training and development of public and private sector officials. With its strong focus on practical workplace skills, Pro-Active College strives to facilitate measurable improvements in the productivity of client organisations.

ASSESSOR PROGRAMME

This skills programme provides the learner with the knowledge, skills, attitudes and values to conduct outcomes-based assessments.



UNIT
STANDARD
ALIGNED



SETA
ACCREDITED



OUTCOMES
BASED

Designed and developed by Pro-Active College, this skills programme is aligned to the unit standard:

**CONDUCT OUTCOMES-BASED
ASSESSMENTS**
(US: 115753)

NQF Level 5
15 Credits.



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PROGRAMME OUTCOMES

On completion of this skills programme, learners will be able to:

- demonstrate an understanding of outcomes-based assessments;
- prepare for assessments;
- conduct assessments;
- provide feedback on assessments; and
- review assessments.



ENTRY REQUIREMENTS

The credit calculation in the relevant unit standard is based on the assumptions that learners:

- are competent in the relevant field in which they intend to assess; and
- have no previous assessment experience.



DURATION

Three-day contact session combined with practical workplace experience.



PORTFOLIO OF EVIDENCE

To be declared competent in these unit standards the learner must be assessed by a registered assessor and be found competent in the following:

Formative Assessment

Consisting of classroom activities on which the facilitator will give feedback.

Summative Assessment

This assessment consists of workplace assignments and questions. This must be the learners' own individual work.

PROGRAMME OUTLINE

LEARNING UNIT ONE

OUTCOMES-BASED ASSESSMENT

- The main roles and functions of the South African Qualifications Authority (SAQA), the Skills Education Training Authorities (SETA), the National Qualification Framework (NQF) and Outcome Based Education and Training (OBET)
- Qualifications and unit standards
- Assessments and assessment methods
- Benefits and process of Recognition of Prior Learning (RPL)

LEARNING UNIT TWO

PREPARE FOR ASSESSMENTS

- The assessment process
- The role and expertise of the assessor
- Prepare and plan the assessment
- Prepare candidates for assessment

LEARNING UNIT THREE

CONDUCT ASSESSMENTS AND DOCUMENT EVIDENCE

- Assessment practices
- Collect, document and evaluate the evidence
- Assessment judgments

LEARNING UNIT FOUR

PROVIDE FEEDBACK ON ASSESSMENTS

- Provide feedback
- Disputes, appeals and re-assessments

LEARNING UNIT FIVE

REVIEW ASSESSMENTS

- Identify good and bad practices
- Moderation of assessment
- Identify poor unit standards and qualifications