

# Diploma: Controlled Assessment – FAQs





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# Controlled Assessment – FAQs

## 1. What is controlled assessment?

Controlled assessment is a form of internal assessment where the control levels are set for each stage of the assessment process:

**task setting, task taking and task marking.**

Each stage has a level of control (high, medium or limited) to ensure reliability and authenticity and to make assessments more manageable for teachers/tutors and learners.

## 2. Is controlled assessment applicable to all lines of learning?

**Yes.** Controlled assessment applies to all lines of learning from 1 September 2009.

## 3. Where can I find the AQA-City & Guilds guidance on controlled assessment?

The latest guidance on controlled assessment can be found in the 'Principal Learning Controlled Assessment Guidance for Centres – September 2009' document.

This information updates the information in the specifications for **Phase 1 and 2 lines of learning:** Construction and the Built Environment, Creative and Media, Engineering, IT, Business, Administration and Finance, Hair and Beauty Studies, Hospitality, Environmental and Land based Studies.

The specifications for **Phase 3 lines of learning:** Sport and Active Leisure, Retail Business, Public Services, Society, Health and Development, and Travel and Tourism also contain the above guidance on controlled assessment.

Each individual unit also contains an assessment section which provides specific detail about the controls for that unit.

#### 4. What are the levels of control for AQA-City & Guilds Principal Learning?

The table below sets out the AQA-City & Guilds approach to controls for internally assessed units within each line of learning.

**Limited control:** means that Consortia have control over that area, within the guidance set out by AQA-City & Guilds in its documentation on the unit, the qualification and the assessment.

**Medium control:** means that the parameters for that area of assessment are more closely controlled by AQA-City & Guilds and that anything that can be altered by the consortium is made clear in the appropriate guidance.

For some units, resources and collaboration are ‘medium’ control because of the requirements for the assessment of the unit.

Aspect	Level 1	Level 2	Level 3
<b>1. Task setting</b>	Limited	Limited	Limited
<b>2. Task taking</b>			
a. Time	Limited	Limited	Limited
b. Resources	Limited/Medium	Limited/Medium	Limited/Medium
c. Supervision	Medium	Medium	Medium
d. Collaboration	Limited/Medium	Limited/Medium	Limited/Medium
<b>3. Task marking</b>	Medium	Medium	Medium

## 5. Do I need to get my controlled assessments approved by AQA-City & Guilds before delivery?

All Consortia will receive an early visit by their moderator, which will include guidance on task setting for internally set and marked units. This visit will also include guidance on marking.

## 6. Does AQA-City & Guilds provide any example controlled assessments?

**Yes.** Example assessments will be available for all internal assessed units in the 'Teaching Resource Zone' section of the website **[www.diplomainfo.org](http://www.diplomainfo.org)**

These are examples only and should not be used as off the shelf assessments. Centres must produce their own assessments suited to local delivery circumstances.

Example assessments are currently available for Phase 1 and 2 lines of learning and Phase 3 (including SHD) will available soon. The example assessments for Phase 1 will soon be revised to bring them in line with the latest guidance.

## 7. Who can I contact to discuss any issues or concerns about controlled assessment?

You can discuss any issues or concerns that you may have with your moderator when the first visit is made to your consortium in the autumn term. They will also be available by telephone or email to offer further advice once the visit has taken place.

You can also contact our Diploma Support Team (**08700 24 24 66**) or for more specific line of learning issues contact the relevant Subject Administrators.



