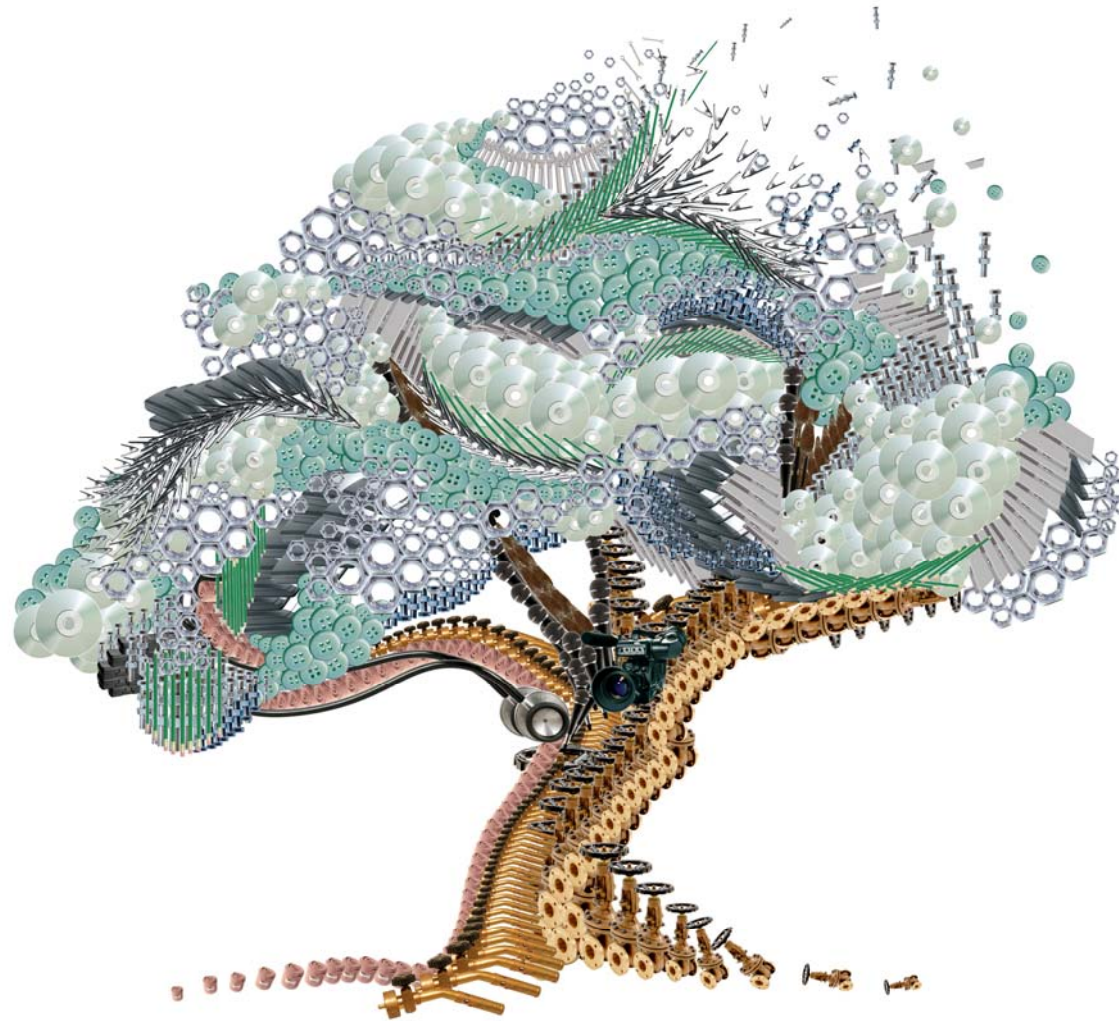


Diplomas – Assessment

- Your questions answered



Assessment roles within AQA-City & Guilds



Moderator

- marks the centres candidates work to agreed criteria and procedures

Principal Moderator

- ensures standards of centre-assessed components are maintained.



Assessment roles within AQA-City & Guilds



Principal Examiner

- sets a question paper and standardises marking

Chief Examiner

- maintains standards
- ensures that examinations meet requirements of specification
- acts as Principal Examiner or Principal Moderator (one component of examination).



Assessment roles within a consortium



Domain Assessor

- checks **one particular line of learning** offered by consortium, at one or more levels
- responsible for overseeing Quality Assurance for Principal Learning and Project components

Lead Assessor

- checks **all Diploma programmes** in consortium
- responsible for overseeing Quality Assurance for Principal Learning and Project components.



**SAY HELLO TO OUR
DIPLOMA MODERATOR.
SAY HELLO TO HIM AGAIN.**

You will receive:

- minimum two moderator visits**
- one to one advice and guidance**
- experience and knowledge gained from other centres**

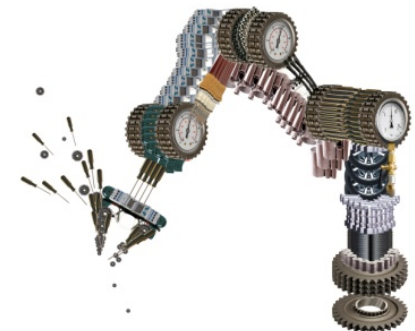


The Moderation process

Before the stage 1 visit



- arrange visit with Domain assessor
- centres within consortia share same Line of Learning moderator
- review work available for Moderator to inspect
- discuss consortia plans for internally assessed units.



The Moderation process

Stage 1 visit



The Moderator checks:

- task setting against assessment criteria
- understanding of controlled conditions
- marking of internal assessments
- arrangements for internal standardisation
- coverage of PLTS
- coverage of Applied Learning
- Moderator will give advice, feedback and guidance
- following Stage 1 – contact by telephone and/or email.

The Moderation process

Before the stage 2 visit



- takes place during April/May
- control criteria for tasks
- applying the assessment grid
- assessment of group work
- internal standardisation of marking
- authentication
- candidate Record Form
- centre declaration sheet.



The Moderation process

Stage 2 visit



The Moderator:

- checks work is marked to the correct national standard
- will visit more than one centre within the consortia
- must see an adequate selection of completed work
- reviews completed units for a suitable sample of candidates
- inspects different types of work

All marks to be submitted by 31st May of each year.



Diploma grading



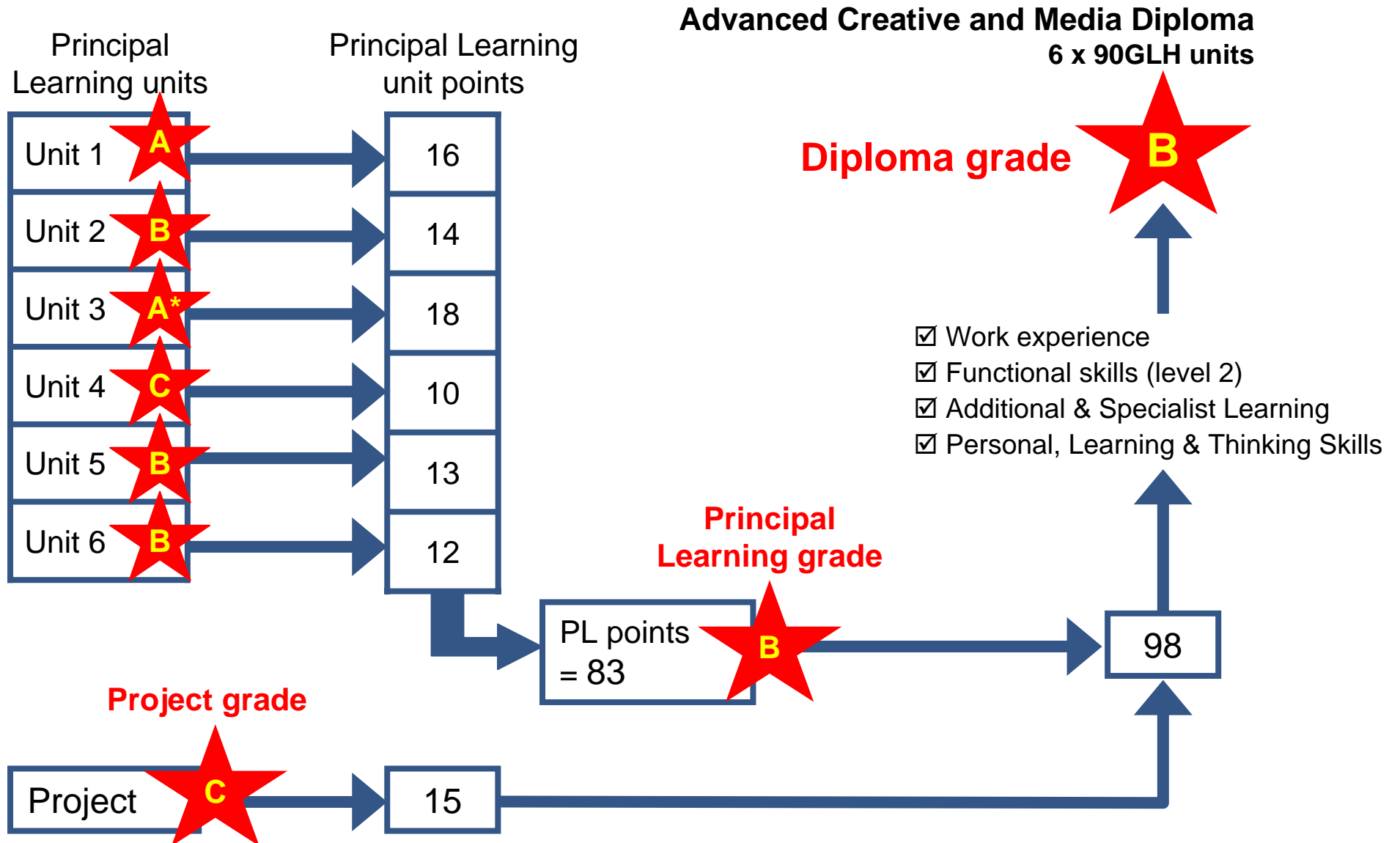
- a candidate needs to complete all components
- the Diploma grade comes from the aggregate score of Principal Learning (PL) and the Project

Grading scale:

Foundation (level 1)	Higher (level 2)	Advanced (level 3)	Progression (level 3)
A*	A*	A*	A*
A	A	A	A
B	B	B	B
C	C	C	C
D	D	D	D
E	E	E	E
U	U	U	U



Diploma grading example

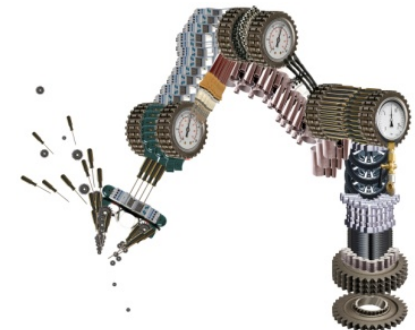


Additional requirements



To achieve a Diploma qualification students must achieve:

- **Functional Skills** at the applicable level
- a minimum of 10 days **Work Experience**
- all **Personal, Learning and Thinking Skills (PLTS)** assessed as part of Principal Learning
- **Additional and Specialist Learning.**



Diploma transcript



A Diploma transcript will:

- record and report achievements in PL units and qualifications
- contain grades at unit level for PL
- record the achievement of PLTS
- record the completion of Work Experience



Internal and external assessment at each level



Principal Learning

Diploma Level	Main Subject (eg. Engineering)
Foundation Diploma (540 GLH)	Internal assessments + 1 External assessment (240 GLH)
Higher Diploma (740 GLH)	Internal assessments + 1 External assessment (420 GLH)
Advanced Diploma (1100 GLH)	Internal assessments + 2-3 External assessments (540 GLH)
Progression Diploma (740 GLH)	Internal assessments + 2-3 External assessments (540 GLH)

GLH = Guided Learning Hours

Internal assessment



- most Principal Learning units
- assessment time outlined in units
- all under 'controlled conditions' to maintain national standards
- procedures and sanctions are in place to protect authenticity of learners' work
- assessment moderated internally within the consortium, before final (stage 2) moderation visit
- all centres within a consortia doing same Line of Learning will share a Moderator.



External assessment



- some Principal Learning units per level
- exams available in January and June (all lines and levels)
- results available on GCSE and GCE results days
- some exams use pre-release material
- differential approach across levels eg
 - level 1 – short answer
 - level 2 – short answer
 - level 3 – extended, essay type answers.



What next?



- contact our Wakefield Office to book a visit with our Diploma Support Team T: 08700 24 24 66 or E: diplomadvisors@cityandguilds.com
- meet with the Diploma Support team here today to ask any questions or make an appointment for a further visit
- visit our website for more information and to register your interest: www.diplomainfo.org.uk

Questions?

