



Moderation and Assessment Tool Design

Unit Standards 115759 and 115755

This workshop raises Assessors from any field to the next level of assessment – Moderation. It is designed for people who conduct internal or external moderation of outcomes-based assessments, and develop and/or control the assessment tools.

The workshop meets all the requirements of two important unit standards.

115759 - Conduct Moderation of outcomes-based assessments.
(NQF 6, 10 credits)

115755 - Design and develop outcomes-based assessments.
(NQF 6, 10 credits)

After each of our workshops, delegates have three months to take the learning back to the workplace, apply it and complete a Portfolio of Evidence (PoE) for assessment. We offer coaching during this important period, guiding learners towards meeting the rigorous requirements of the unit standard.

When you have attended a Gray Training workshop and successfully completed your PoE, you can justifiably call yourself competent.

22 – 24
November 2017

11 - 13
April 2018

Watch this
space...

Contact:
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In-house courses available
on request

R8500.00 excl. VAT

This includes:

Tuition, course material,
light meals and
refreshments, assessment
against the standards,
certification and registration
with the ETDPA SETA.

**The content of this
workshop extends
naturally from the Gray
Training Assessor course.**

Moderation and Assessment Tool Design

You'll exit the learning period with the skills to:

- Design an assessment system for your organisation
- Design procedures for assessment and moderation
- Develop unit standard-based assessment tools
- Support your organisation's assessors in their assessments
- Plan and run routine and appealed moderations
- Administer moderations
- Plan corrective actions for problems within the moderation systems and processes

Methodology

During the workshop, you'll work through a series of experiential exercises to build your skill and understanding of the moderation and assessment design processes.

You'll master the knowledge in small learning teams and will practise the different analytical methods.

Your work is constantly assessed so that you learn constructively, building a platform of confidence to take back to the workplace.

Workshop content

These are the modules you will cover during your workshop

- Developing an assessment guide
- Rules and principles around assessment
- Designing assessment tools
- Creating an assessment strategy
- Moderation strategy
- Moderation systems
- Planning and preparing for moderation
- Standardising assessments
- Conducting the moderation

Part one: Design outcome-based assessment tools (unit standard 115755)

Lesson 1: How much assessment is enough assessment?

- Build a transfer of learning model

Lesson 2: The assessment strategy

- Develop an assessment strategy to build the learning

Lesson 3: The unit standard puzzle

- Unpack the unit standard into its components

Lesson 4: The assessment design

- Create an assessment design for a unit standard.

Lesson 5: The assessment tools

- Design Knowledge assessment activities and tools
- Design Performance assessment activities and tools

Lesson 6: The assessment guide

- Develop an assessment guide for the unit standard

Lesson 7: The evaluation process

- Evaluate the assessment tools and design against best practices

Part two – Conduct moderation (unit standard 115759)

Lesson 8: Moderation systems

- Design a moderation system

Lesson 9: Plan the moderation process

- Monitor the assessment process
- Confirm assessment decisions

Lesson 10: Standardise assessment

- Standardise the assessment procedure
- Standardise the assessment tools

Your practical Portfolio of Evidence will give you practical experience of moderation and assessment tool design.