



SQA L&D9DI – Assessment using Direct & Indirect Methods

INSTRUCTOR LED

The Workplace Assessor Award is a unit of accreditation. This Unit is for individuals who assess in the workplace using a wide range of assessment methods, both direct and indirect.

There are no minimum educational requirements for entry to the award. However, each candidate must have access to two people who are working towards their qualifications in the workplace.

The person wishing to achieve this Unit (the assessor-candidate) will use the following direct methods: observation, examination of work products (both created and not created at the time of observation) and questioning.

They may also be involved in authenticating indirect evidence such as: discussion with candidates, testimony of others (witnesses), examining candidate statements, assessing candidates in simulated environments, and Recognising Prior Learning (RPL).

- Ability to conduct workplace assessments
- Assess against national occupational & company specific standards
- Assess candidates using direct & indirect methods



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Course Duration

Two days

Awarding Body

SQA

Elements

The types of activities the assessor-candidate will be involved in include:

1. Preparing and planning assessments
2. Assessing candidate's performance and knowledge
3. Confirming candidate progression and achievement
4. Documenting each of the above according to the requirement of the management system in the workplace
5. How to build a portfolio of evidence that meets the L&D9DI standard
6. How to demonstrate knowledge of the above processes and a range of knowledge related to competence assessment in the workplace

Workplace Evidence Requirements

Delegates will be required to submit a portfolio of evidence covering all of the Performance and Knowledge Criteria for the L&D9DI Unit. They must submit, as a minimum, assessment-related documentation that provides evidence for the elements listed below, for two candidates, covering two assessments per candidate:

- Preparing to assess
- Planning assessments
- Assessing candidate's performance and knowledge
- Confirming progression and achievement

Delegates must use a range of assessment methods, including observation, questioning and work product. Delegates will also need to be observed carrying out part of the assessment process by a SAFER Training (or NVQ-level) assessor and participate, with other assessors in their workplace, in standardisation practice.



Course certified by SQA.
The Scottish Qualification
Authority (SQA) is Scotland's
national awarding and
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