**Understanding Assessment in Education and Training**

**Assessment Tasks**

**Short report** (1.1,1.2,1.3,1.4,4.1,4.2)

Part One (Types of Assessment)

Explore the purposes of different types of assessment used in education and training (1.1)

Part Two (Methods of Assessment)

Identify 4 different methods of assessment you use (or would use) in teaching and learning practice and:

1. Describe their characteristics (1.2)
2. Compare the strengths and limitations of each method chosen in relation to meeting individual learner needs (1.3)
3. Explain how you could adapt assessment methods in order to meet individual needs (1.4)

Part Three (assessment records)

1. Explain why records of assessment are needed (4.1)
2. Summarise the requirement for keeping records of assessment in an organisation that you know well (4.2)

Word guidance: 800-1000 words

**Case study 1** (2.1,2.2,2.3)

As learners progress on a course that you teach, or one which is well known to you, you want to involve your learners more in the assessment process. Explain how you may do this through self and peer assessment, including an explanation of why it is important to involve learners and others in the assessment process. You should also identify sources of information that should be made available to learners and others involved in the assessment process.

Word guidance: 250 words

**Case study 2** (3.1,3.2,3.3)

1. A learner has completed a piece of work which is missing evidence for two assessment criteria. You must give feedback on progress.

How would you give feedback to this learner?

1. Describe key features of constructive feedback and explain how it contributes to the assessment process.

Word guidance: 300 words

You must ensure that all assessment criteria for the unit are covered in these tasks.