**Assignment 3**

**Understanding Assessment in Education and Training.**

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| **Assignment guidelines (please read before starting your assignment):**  |

**This is the recommended layout for submitting your assignment.**

* Please include your name and date of submission in the header and a page number in the footer. Your work needs to be double spaced if submitting on Moodle.
* Where applicable insert the bold headings (including criteria i.e. 1.3) and use as a guide to writing the three parts to this assignment.This will ensure all criteria have been covered as required, and for the tutor, that all criteria have been met.

Please don’t try to write the assignment from the list of criteria.

* Please include where applicable practical examples from your own experience as a trainer or learner, as well as references to relevant learning theory.
* This assignment is in three parts, all must be completed to achieve the unit.

**Part 1**

**Understand types and methods of assessment in education and training.**

**Academic Poster**

Create an Academic Poster (Word count 500)

Present your poster to your peers and tutor.

**Part 2**

**Understand how to involve learners and others in the assessment process.**

**Understand requirements for keeping records of assessment in education and training.**

**Case Study**

Briefly describe the organisation, the setting, the course, provide a group profile and anonymise learner details.

* **Write a reflective conclusion on parts 1 & 2.**
* **Create a reference list, and add to your bibliography.**

**Assignment 3**

**Understanding Assessment in Education and Training.**

**Part 1**

**Understand types and methods of assessment in education and training.**

**Academic Poster**

Create an Academic Poster (Word count 500)

Assessment Criteria

* 1. Explain the purposes of types of assessment used in education and training.
	2. Describe characteristics of different methods of assessment in education and training.
	3. Compare the strengths and limitations of different assessment methods in relation to meeting individual learner needs.
	4. Explain how different assessment methods can be adapted to meet individual learner needs.

Present your research within an allocated time of 10 minutes and participate in a Q&A session.

**Part 2**

**Understand how to involve learners and others in the assessment process.**

**Understand requirements for keeping records of assessment in education and training.**

**Case Study**

Briefly describe the organisation, the setting, the course, provide a group profile and anonymise learner details.

Assessment Criteria

2.1 Explain why it is important to involve learners and others in the assessment process.

2.2 Explain the role and use of peer- and self-assessment in the assessment process.

2.3 Identify sources of information that should be made available to learners and others involved in the assessment process.

4.1 Explain the need to keep records of assessment of learning.

4.2 Summarise the requirements for keeping records of assessment in an organisation.

**Reflective conclusion.** On part 1 & 2

**Reference list.**

**Part 3**

**Understand the role and use of constructive feedback in the assessment process.**

Reflection

Assessment Criteria.

3.1 Describe key features of constructive feedback.

3.2 Explain how constructive feedback contributes to the assessment process.

3.3 Explain ways to give constructive feedback to learners.