**Case Study Assignment 3**

**Understanding Assessment in Education and Training.**

**Part 2 – Case Study**

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| **Introduction:**  Introduce your organisation and the types of assessment that take place. Who is involved in the assessment process in your teaching |
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| **2.1 Explain why it is important to involve learners and others in the assessment process:**  How do you involve learners in the assessment process, and why is it important to do this?  How do we involved others in the assessment process and why is it important to do this? |
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| **2.3 Identify sources of information that should be made available to learners and others involved in the assessment process**  Discuss at least 2 sources of information that are made available to learners, and 2 sources of information that are made available to others |
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| **4.2 Summarise the requirements for keeping records of assessment in an organisation/ your teaching/ training context**  Refer to your own company policy if applicable to describe what records of assessments you keep in your organisation |
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| **4.1 Explain the need to keep records of assessment of learning. What records are kept and what are the purposes of these records?**  What are the purposes of the records that you keep in your organisation? |
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| **2.2 Explain / discuss the role and use of peer and self-assessment in the assessment process**  Define each - peer and self-assessment and give examples of when you would use them. Identify why they are useful and how they contribute to the assessment process. |
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