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| Unit: | **Understanding the Principles and Practices of**  **Externally Assuring the Quality of Assessment L4 CV6** |
| Ofqual Unit Reference Number: | **F/601/5322** |
| Unit Review Date: | **31/05/2017** |

| **LEARNING OUTCOMES** | **ASSESSMENT CRITERIA** | **EVIDENCE LOCATION** |
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| **The learner will:** | **The learner can:** |  |
| 1. Understand the context and principles of external quality assurance | * 1. Analyse the functions of external quality assurance of assessment in learning and development   2. Evaluate the key concepts and principles of external quality assurance of assessment   3. Evaluate the roles of practitioners involved in the quality assurance process   4. Explain the regulations and requirements for external and internal quality assurance in own area of practice |  |
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| 1. Understand how to plan the external quality assurance of assessment | * 1. Evaluate the importance of planning and preparing external quality assurance activities   2. Explain what an external quality assurance plan should contain   3. Summarise the preparations that need to be made for external quality assurance activities, including: * Information collection * Communications * Administrative arrangements * Resources   1. Explain how to adapt external monitoring and evaluation approaches to meet customer need without compromising quality standards |  |
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| 1. Understand how to externally evaluate the quality of assessment and internal quality assurance | * 1. Explain the procedures for externally monitoring and evaluating internal quality assurance arrangements and practices   2. Interpret the requirements for externally monitoring and evaluating internal assessment arrangements and practices   3. Evaluate different techniques for externally sampling evidence of assessment, including those that use technology |  |
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| 1. Understand how to externally maintain and improve the quality of assessment | * 1. Critically compare the types of feedback, support and advice that internal assessment and quality assurance staff may need to maintain and improve the quality of assessment   2. Evaluate standardisation requirements relevant to the external quality assurance of assessment   3. Explain the importance of providing feedback, support and advice to internal assessment and quality assurance staff that is consistent with standardisation requirements   4. Explain the relevant procedures to follow when there are disputes concerning quality assurance and assessment |  |
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| 1. Understand how to manage information relevant to external quality assurance | * 1. Evaluate the requirements for information management, data protection and confidentiality in relation to external quality assurance |  |
| 1. Understand the legal and good practice requirements relating to external quality assurance | * 1. Evaluate legal issues, policies and procedures that are relevant to external quality assurance, including those for health, safety and welfare   2. Critically compare different ways in which technology can contribute to external quality assurance   3. Evaluate requirements for equality and diversity and, where appropriate, bilingualism, in relation to the external quality assurance of assessment   4. Explain the value of reflective practice and continuing professional development in relation to external quality assurance |  |
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**Final Tutor Feedback (Strengths and Areas for Improvement):**

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Learner Submission Disclaimer

I declare that this is an original piece of work and that all of the work is my own unless referenced.

Assessor Disclaimer

I confirm that this learner’s work fully meets all the assessment criteria listed above at the correct level and that any specified evidence requirements have been addressed.

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| **Assessor** |  | **Learner** |  | **Date** |  |