



**Pro-Active College™**  
FREEDOMTHROUGHKNOWLEDGE

## ASSESSOR PROGRAMME

This skills programme provides the learner with the knowledge, skills, attitudes and values to conduct outcomes-based assessments.



Unit Standard  
Aligned



SETA  
Accredited



Outcomes  
Based

Designed and developed by Pro-Active College, this skills programme is aligned to the unit standard:

CONDUCT OUTCOMES-BASED ASSESSMENTS  
(US: 115753)

NQF Level 5  
15 Credits

### TARGET GROUP

This skills programme is designed for the public and private sector and is aimed at:

- individuals assessing the competence of others according to specified criteria and pre-designed instruments.

### BENEFITS

The benefits of this skills programme include:

- the ability to register as an assessor; and
- compliance with assessment principles.

### ABOUT US

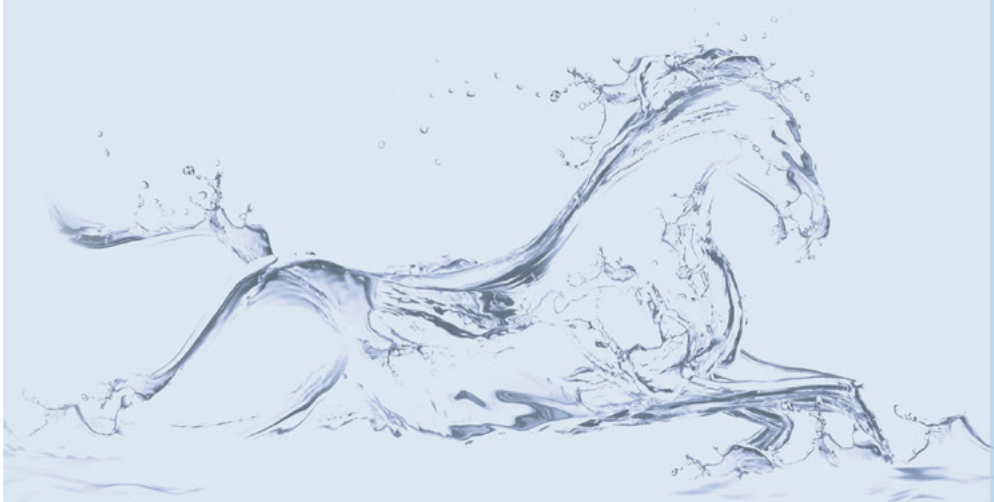
Pro-Active College excels in the education, training and development of public and private sector officials. With its strong focus on practical workplace skills, Pro-Active College strives to facilitate measurable improvements in the productivity of client organisations.

## Contact Us

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## PROGRAMME OUTCOMES

On completion of this skills programme, learners will be able to:

- demonstrate an understanding of outcomes-based assessments;
- prepare for assessments;
- conduct assessments;
- provide feedback on assessments; and
- review assessments.

## ENTRY REQUIREMENTS

The credit calculation in the relevant unit standard is based on the assumptions that learners:

- are competent in the relevant field in which they intend to assess; and
- have no previous assessment experience.

## DURATION

Three day contact session combined with practical workplace experience.

## PORTFOLIO OF EVIDENCE

To be declared competent in these unit standards the learner must be assessed by a registered assessor and be found competent in the following:

### Formative Assessment

Consisting of classroom activities on which the facilitator will give feedback.

### Summative Assessment

This assessment consists of workplace assignments and questions. This must be the learners' own individual work.

# Programme Outline

## Learning Unit One

### Outcomes-Based Assessment

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- The main roles and functions of the South African Qualifications Authority (SAQA), the Skills Education Training Authorities (SETA), the National Qualification Framework (NQF) and Outcome Based Education and Training (OBET)
- Qualifications and unit standards
- Assessments and assessment methods
- Benefits and process of Recognition of Prior Learning (RPL)

## Learning Unit Two

### Prepare for Assessments

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- The assessment process
- The role and expertise of the assessor
- Prepare and plan the assessment
- Prepare candidates for assessment

## Learning Unit Three

### Conduct Assessments and Document Evidence

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- Assessment practices
- Collect, document and evaluate the evidence
- Assessment judgments

## Learning Unit Four

### Provide Feedback on Assessments

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- Provide feedback
- Disputes, appeals and re-assessments

## Learning Unit Five

### Review Assessments

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- Identify good and bad practices
- Moderation of assessment
- Identify poor unit standards and qualifications