



# PROFESSIONAL DEVELOPMENT CONFERENCE CHINA

# Matthew McCullagh

## Quality Manager

# What is Assessment?

- The process of evaluating an individual's learning
- Observation, questioning and evaluation
- Therefore makes sense to assess the same way as taught:
  - assess skills through observation
  - Assess Knowledge/Understanding through questioning
  - Assess products/services through evaluation

# What is the purpose of assessment?

- Diagnose strengths and weaknesses, identify development needs, assign them to a specific group
- Formative assessment: measure improvements, provide feedback and motivation for learners,
- Summative assessment: assess performance against set standards, award formal qualifications

# What are the features of good assessment?

- Good assessment is:
  - designed to support, motivate and measure against defined outcomes
  - Valid, reliable, fair and manageable for all
  - Consistently applied by all involved
  - Understood and agreed through professional dialogue

# What are the phases/sequence of good assessment?



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- **Planning Assessment**
  - Understanding Standards
  - Creating an assessment plan
  - Discussing valid assessment methods
  - Choosing an assessment method
  - Choosing an assessment instrument
  - Agreeing the evidence required
  - Briefing the candidates



# What are the phases/sequence of good assessment?

- **Conducting Assessment**

- Discussing and agreeing on amount and range of support allowed
- Applying assessment conditions
- Ensuring authentication of candidate work
- Sharing, discussing and agreeing assessment decisions
- Providing feedback to learners
- Completing assessment records



# What are the phases/sequence of good assessment?

- **Reviewing Assessment**
  - Seeking feedback from staff
  - Seeking feedback from learners
  - Analysing attainment patterns
  - Identifying strengths and weaknesses of approaches to assessment
  - Agreeing actions to improve assessment
  - Linking to future planning of assessment

# All this takes TIME

- All assessors and internal verifiers **MUST** have sufficient time
- ‘Contact time’ is not enough
- They need to be on-site in their non-contact time
- How does this affect their contracts?

# What is management of assessment?

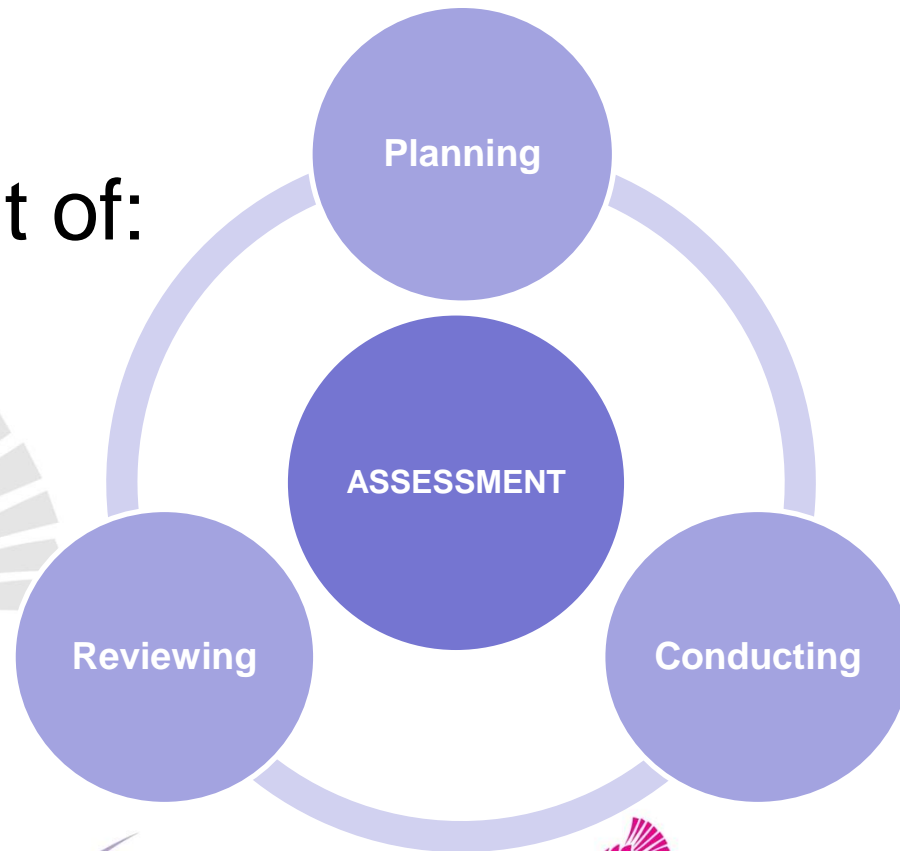
- Management: the organisation and coordination of activities and resources (to meet desired objectives)
- Assessment: the process of evaluating an individual's learning
- Management of assessment: the organisation of activities and resources to evaluate learning.

# What are the features of well-managed assessment?

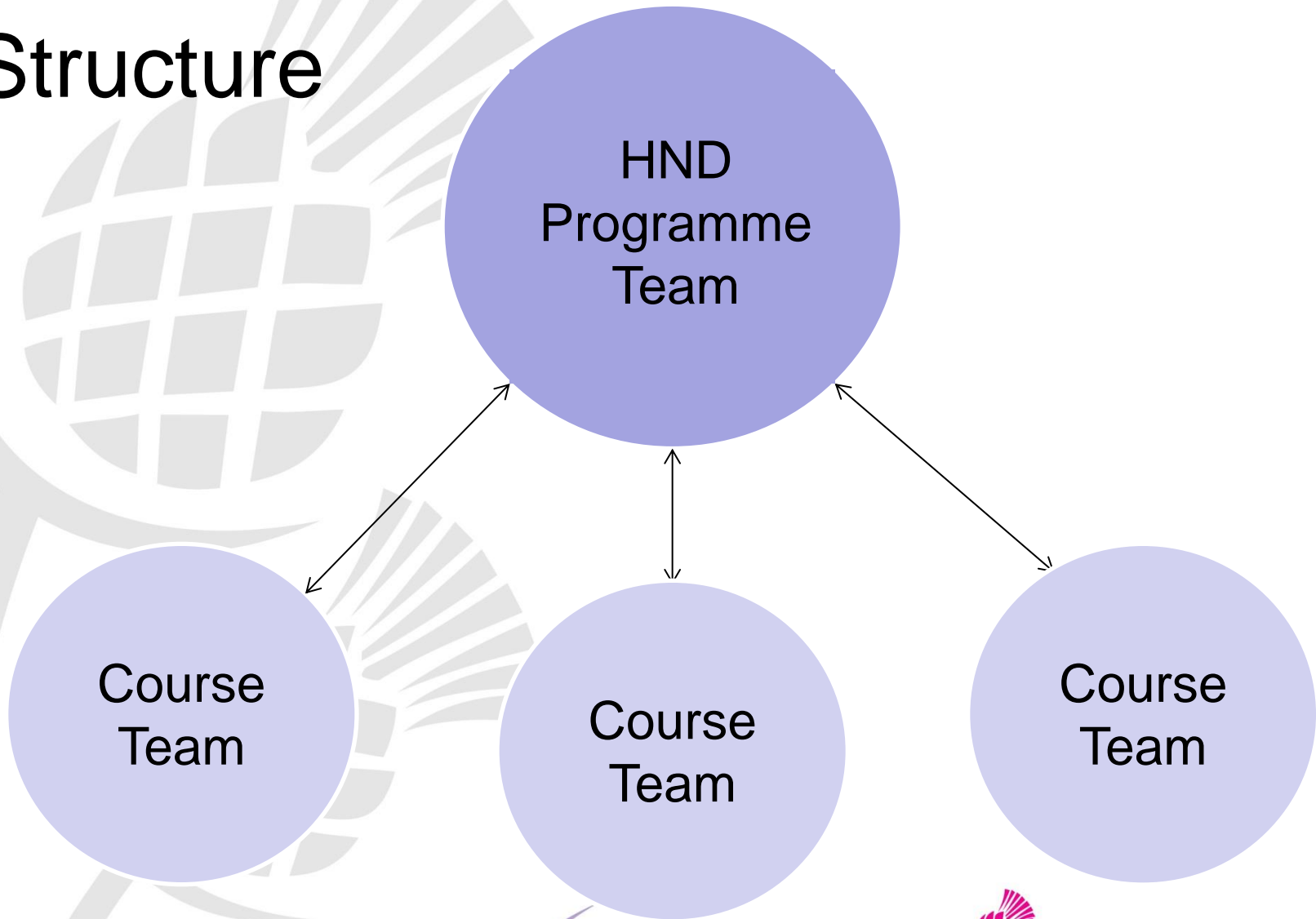
- Continuous process of planning, organising, doing, controlling, reflecting and improving
- A group activity, not individual
- Supported by documented processes
- Agreed roles and responsibilities for all involved
- Supported by continuous professional development

# What are the phases/sequence of well-managed assessment?

- Management of:



# Structure





## HND Programme Team

- Membership
  - Dean
  - SQA Coordinator,
  - All Course Team Leaders
- Remit, Roles and Responsibilities
- Schedule of Meetings
- Control Documents





Course  
Team

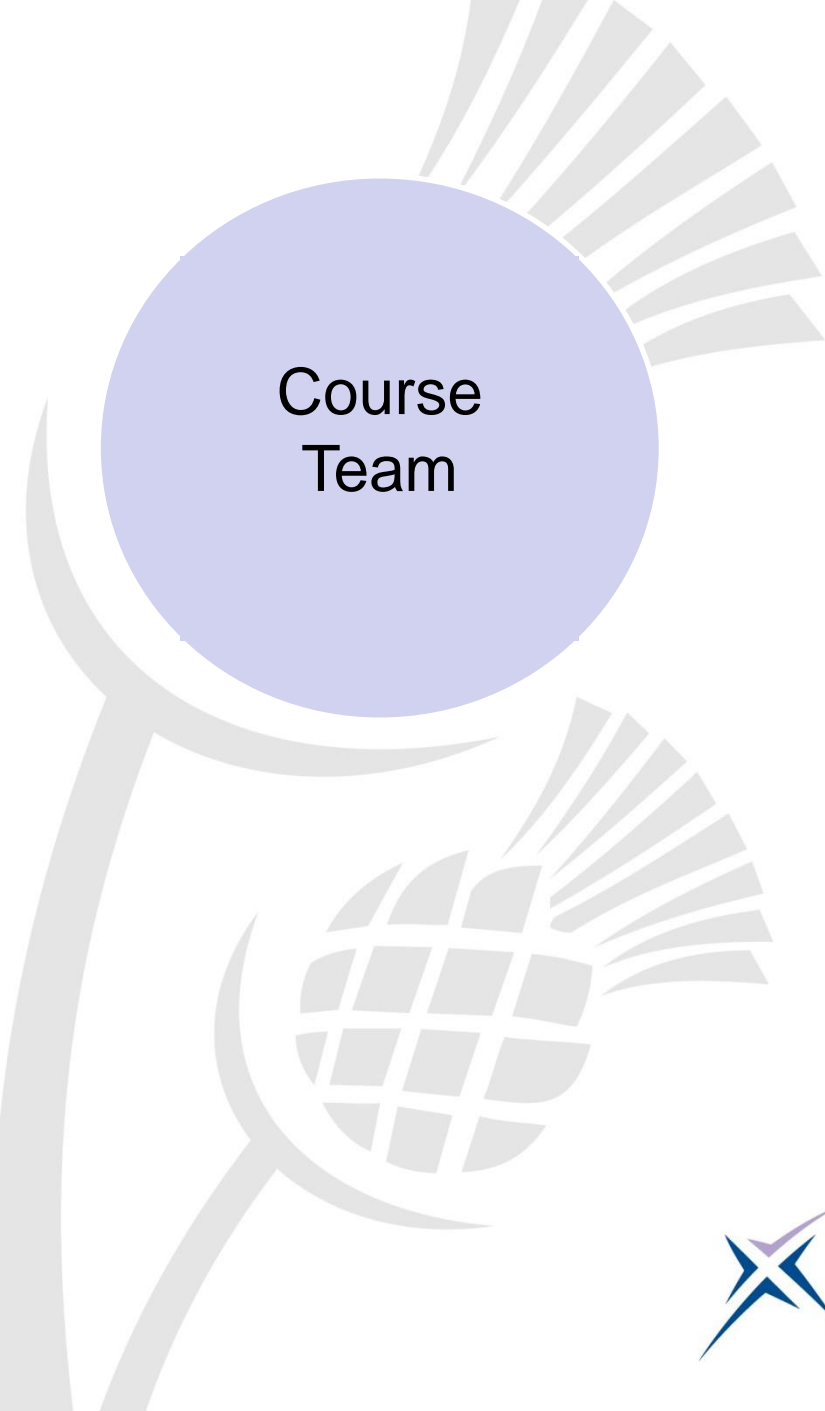
- Membership
  - Course Team Leader
  - All Assessors
  - All Internal Verifiers
  - Student Representatives
- Remit, Roles and Responsibilities
- Schedule of Meetings
- Control Documents



Course  
Team

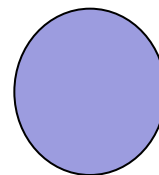
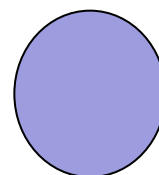
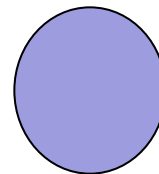
## STRUCTURE

- Do all your lecturers need to be assessors?
- Should all assessors assess those they have taught?
- Do all assessors need to be internal verifiers
- Remember – no internal verifier can verify their own assessments

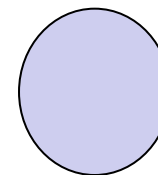
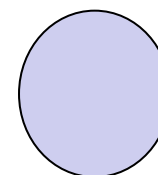
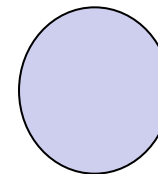


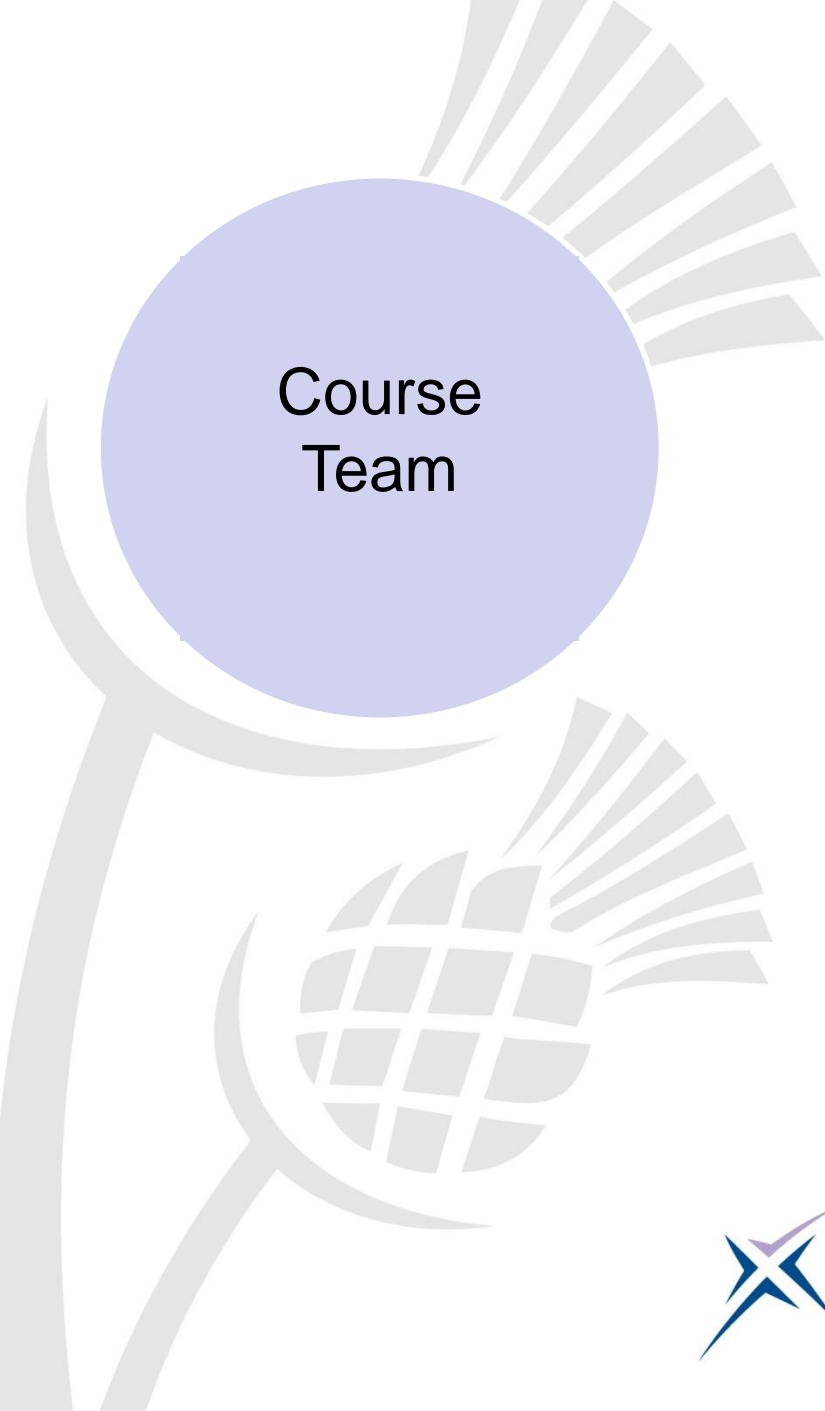
Course  
Team

Assessors



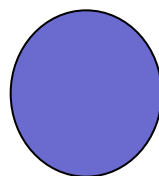
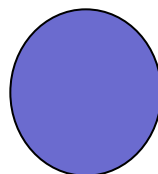
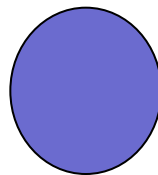
Internal Verifiers



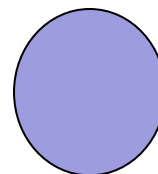
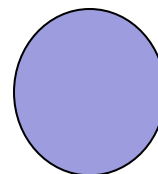


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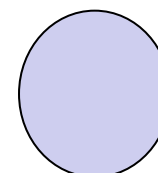
Lecturers

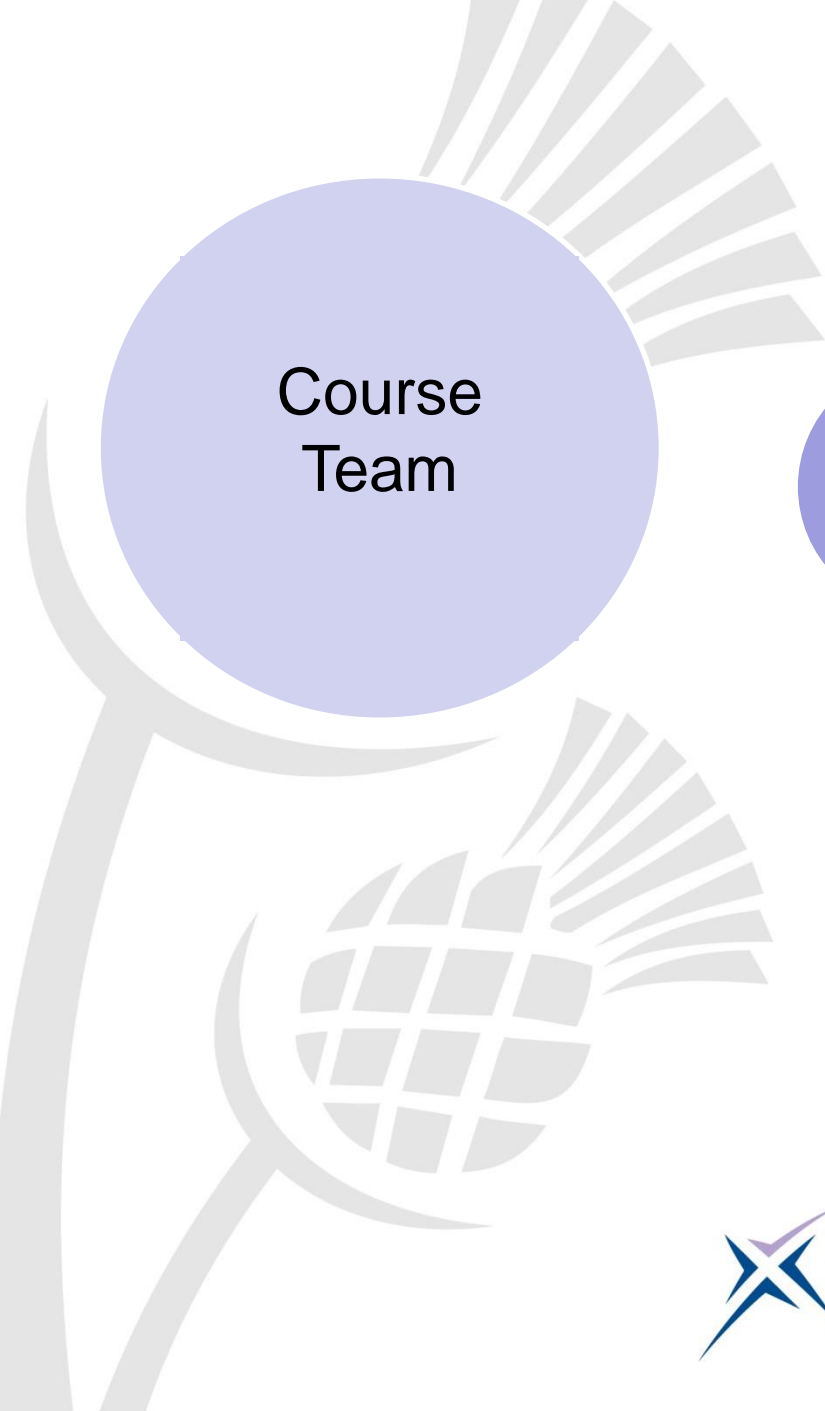


Assessors



Internal Verifiers





Course  
Team

Lecturer/  
Assessor  
/IV

Lecturer/  
Assesor /  
IV

Lecturer/  
Assessor/  
IV

Lecturer/  
Assessor/  
IV

Lecturer/  
Assessor/  
IV

# Over to You

- What have you learned in this session?
- Why is this important?
- What do you need to do now?
- How will you achieve this?
- What help will you need?
- How will you know when you have been successful?
- What is your target completion date?