



Fully-accredited Service Provider with the ETDP SETA, No ETDP-581-PAA-310504-FO179

## ASSESSMENT DESIGN

Designing assessment instruments is a very necessary activity before any effective assessment can take place in the world of skills development. It is a specialized task and requires of the designer to be not only a subject matter expert, but also knowledgeable about the various assessment instruments and be competent in compiling all the related assessment documentation such as assessment strategies and feedback documents. Ideally, an educational and training practitioner should first learn to compile assessment instruments before becoming a competent assessor. This assists in understanding the integral process of interpreting a Unit Standard and its Specific Outcomes in order for outcomes-based assessment to take place.

*The Assessment Design training programme is aimed at providing appropriate theoretical and practical training interventions to enable designers of assessment instruments to confidently embark upon the task of compiling assessment guides, evidence guides and related assessment tools within the organisation's assessment system.*

*This programme is based on the unit standard 115755 entitled **Design and develop outcomes-based assessments** with 10 credits at NQF level 6, and is covered in a 3-day intensive small-group training intervention which addresses the following activities:*

- **Formalising assessment strategies**
- **Identifying evidence requirements**
- **Designing assessment activities and instruments**
- **Designing assessment guides**

*Experienced facilitators conduct the workshops and the theoretical components are further enhanced by the introduction of practical examples of the different instruments that the assessment designer would have to compile for a fair and valid assessment process to take place.*

Assessment requirements are:

- A knowledge questionnaire
- Completion of a detailed portfolio of evidence, which needs to be submitted within 6 months of the training .

## HOW THE TRAINING PROCESS WORKS

1. Registration for training in one of the venues nationwide with the Edutel Office @ 011 760 4252
2. Complete the training, which includes assistance with the building of your Portfolio of Evidence.
3. Complete the portfolio of evidence within 6 months of the training. The portfolio will include the Knowledge Questionnaire.
4. Submit the portfolio for assessment
5. Successful candidates' results are submitted to the ETDP SETA for national registration
6. Certificates of Competence are issued to competent Learners
7. ETDP SETA issues a certificate of registration, along with a national assessor registration number
8. All NQF credits for competent learners are registered on the National Learner Records Database (NLRD) for future reference, and credit for further training in future.

**please visit our website:**

<http://www.edutel.co.za>

### COST and FURTHER ENQUIRIES

R5 845

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