

Based on the unit standard 115753

Conduct Assessment of Learning Outcomes

Assessors, together with Moderators, are the gatekeepers to achieving national qualifications in South Africa. As such, Assessors are required to complete formal recognised training so as to be able to fulfill this critical function.

The Assessor is an individual who is firstly, a functional expert in his/her own sphere of excellence and who has undergone further training in the skills and procedures of assessment. Secondly, he/she is responsible for ensuring that any person who wishes to achieve credits for specific skills, undergoes a proper, fair and reliable assessment to determine the required competency.

He/she will consider all evidence relevant to a particular training intervention and institute all appropriate methods and checks to determine whether the identified criteria has been met by the candidate.

The Assessor training programme is aimed at providing appropriate theoretical and practical training interventions to enable individuals, who must have evaluative expertise within an area of learning, to effectively execute the role of registered Assessor within an organisation.

This programme is based on the unit standard entitled Conduct Assessment of Learning Outcomes with 15 credits at NQF Level 5, and is covered in an intensive small-group training intervention which addresses the following activities:

- Demonstrating understanding of outcomes-based assessment
- Preparing for assessment
- Conducting assessments
- Providing feedback on assessments
- Reviewing assessments

Experienced Facilitators conduct the workshops and the theoretical components are further enhanced by the introduction of practical examples of the different tasks of the Assessor as well as templates of documentation to be used during the assessment process.

Assessment requirements are:

- A Knowledge Questionnaire, and
- Completion of a detailed Portfolio of Evidence.

**Fully accredited Service Provider
with the ETDP SETA
Accreditation number ETDP9997**



HOW THE TRAINING PROCESS WORKS

1. Regular training workshops are conducted, virtually and at Edutel venues in Roodepoort/Durban/Cape Town.
2. Edutel reserves the right to postpone/cancel a workshop should the number of bookings not justify the presentation of the workshop.
3. Registration for training; for a booking form, please see contact details below.
4. Complete the 3-day training, which includes assistance with the building of your Portfolio of Evidence.
5. Complete and submit the Portfolio for assessment together with the Questionnaire within 3 months of the training date.
6. Successful candidates' results are submitted to the ETDP SETA for endorsement.
7. Once endorsed, Certificates of Competence are issued to competent learners, together with their ETDP Statement of Results.
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 the future.
9. Competent learners must register themselves as an Assessor with the ETDP SETA - and in turn, with any other applicable SETA, depending on their subject fields.

MODE OF DELIVERY

A blended mode of delivery includes contact and/or online training with support sessions for distance learners.

COST

3 Day Workshop R4 999.00
The course fee includes the study material, training, portfolio building and assessment.

PLEASE VISIT OUR WEBSITE

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

FURTHER ENQUIRIES

Ishmael Nelushi: 011 760 4251
E-mail: workshops@edutel.co.za

JOHANNESBURG

Cnr Ontdekkers Road &
Crane Avenue
Horison, Roodepoort
(011) 760-4251

CAPE TOWN

1st Floor, Nobel Park
Shopping Centre
Old Paarl Road, Bellville
(021) 945- 4830

DURBAN

Mansion House, 5th Floor
12 Joe Slovo Street
Durban, 4001
(031) 305- 2850



Enrol for more than one skills programme and receive a **10% discount** on the 2nd, 3rd or 4th workshop.

SCHEDULE REFLECTING THE DISCOUNT ON THE 2ND, 3RD AND 4TH WORKSHOP

WORKSHOP	DURATION	NORMAL COST	AFTER DISCOUNT
Assessor Training	3 Days	R4 999	R4 499
Moderator Training	3 Days	R4 499	R4 050
Facilitator Training	3 Days	R5 699	R5 130
Skills Development Facilitator	4 Days	R7 799	R7 020
Design and Develop a Learning Programme	4 Days	R6 850	R6 165

TERMS AND CONDITIONS APPLY

- Should you enrol for the combo course, the fee must be paid immediately as per the Enrolment Form.
- Courses cannot be transferred to other parties.
- Courses must be completed within a 12-month period.

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