

Although an integral part of the assessment team in an organisation, the Moderator's overriding objective is to conduct quality assurance of all assessments which have been completed. The Moderator, therefore, has the prime function of reviewing an Assessor's work with a view to determine whether the judgements made are within the principles of fairness, validity, reliability, and sufficiency.

Characteristics which a Moderator must have are diplomacy, excellent communication skills and strong analytical thinking traits. These will enable the Moderator to make judgments about the standard of the assessments and to give objective advice to those concerned, while being proactively aware of any assessment shortcomings which may occur.

The Moderator Training Programme is aimed at providing appropriate theoretical and practical training interventions to enable individuals to effectively execute the role of an Internal Moderator within an organisation.

This programme is based on the unit standard entitled Conduct Moderation of Outcomes-Based Assessments with 10 credits at NQF level 6, and is covered in an intensive small-group training intervention which addresses the following activities:

- Planning and preparing for the moderation
- Conducting the moderation within an organisation
- Giving feedback to the relevant stakeholders and role-players
- Advising and supporting the Assessors
- Reporting on the moderation processes

Experienced Facilitators conduct the workshops and the theoretical components are further enhanced by the introduction of practical examples of the different tasks of the Moderator as well as templates of documentation to be used during the moderation 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. Entry requirement: National registration as an Assessor.
2. Regular training workshops are conducted, virtually and at Edutel venues in Roodepoort/Durban/Cape Town.
3. Edutel reserves the right to postpone/cancel a workshop should the number of bookings not justify the presentation of the workshop.
4. Registration for training: for a booking form, please see the contact details below.
5. Complete the 3-day learning programme.
6. Submit the Portfolio of Evidence, which includes the Knowledge Questionnaire, for assessment.
7. Successful candidates' results are submitted to the ETDP SETA for registration.
8. Certificates of Competence are issued to competent learners.
9. 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.
10. Competent learners must register themselves as a Moderator with the ETDP SETA – and in turn, with any other applicable SETA, depending on their subject field/s.

COST

3 Day Workshop R4 499.00
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



MODE OF DELIVERY

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

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

Enrol for more than one skills programme and receive A **10% discount** on the 2nd, 3rd or 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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