Assessor Training part 3

The Gold Ingot

There are 4 Gold INGOT qualifications.

1. TLM Level 2 Award in ICT User Skills in Open Systems and Enterprise (ITQ)
2. TLM Level 2 Certificate in ICT User Skills in Open Systems and Enterprise (ITQ)
3. TLM Level 2 Certificate in ICT User Skills in Open Systems and Enterprise (Extended) (ITQ)
4. TLM Level 2 Diploma in ICT User Skills in Open Systems and Enterprise (ITQ)

Under these names it is the UK National Vocational Qualification for ICT Users at Level 2 in the Qualifications and Credit Framework (QCF) which is Level 3 in the European Qualifications Framework (EQF). We refer to these qualifications as Gold INGOTs as it is more convenient. So Gold INGOT Award, Gold INGOT certificate, Gold INGOT xtended certificate and Gold INGOT Diploma.

These qualifications are not graded beyond QCF Level 2, they are a simple pass or not at pass level yet. Each qualification can be built up by adding furthr units to the Award and some units can be carried forward from the Silver Level 1 qualifications. Some units can be at Level 3 so although the basic qualifications are all Level 2 (EQF level 3) we can cater for a wide range of competence by varying the number and the level of units. This flexibility is designed to match work to individual learner needs and support the assessment for learnig process.

- The Award requires 10 credits with at least 7 at Level 2 or above.
- The Certificate requires 16 credits. There is 1 mandatory unit
- The Extended Certificate requires 25 Credits. There is 1 mandatory units and then sufficient units must be chosen to get the credit value to 25. At least 16 credits must be at level 2
- The Diploma requires 38 Credits. Thereis 1 mandatory units and 21 credits must be at Level 2 or above.

In UK schools it is advised that either spreadsheets or specialist software is chosen in the optional units in order to support the National Curriculum. The mandatory unit is at level 2 but the additional units can be at level 1, level 2 or level 3. Any of these combinations is a legitimate ITQ at level 2 but obvviously the level 1 route for the additional unit is less demanding than the level 3. For this reason, in addition to the basic ITQ certificate, TLM will issue additional certificates to learners that achieve all level 2 units and level 2 and level 3 units to recognise the higer attainment.

Mandatory Units

Unit	Abbreviation
Improving Productivity Using ICT	IPU

In the qualifications and credit framework, each unit has a credit value. At level 2 in the QCF, IPU has a value of 4 credits. Remember that QCF level 2 is EQF level 3 and the same level as grades A*-C at GCSE in the UK.

Choosing an additional unit or units

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To make a full certificate at level 2 in the QCF requires 16 credits so 4 more credits are needed from other units. The Spreadsheet and Specialist Software units each provide 4 credits so this is sufficient. However, 4 credits could be made up from level 1 units from the Silver INGOT eg 1 credit for level 1 IT Security and 3 credits for level 1 spreadsheets. In this way credit can be carried forward from the Silver INGOT towards the Gold. Further progress might be planned, for example, by replacing these Level 1 units with a Gold Specialist software unit and subsequently upgrading it to Level 3. That would then provide a start with the Level 3 ITQ which will be developed subject to demand. So a progression strand might be - Learn how to make web pages using a Word processor style editor, learn some HTML to gain more control of the page, learn some Javascript to make the page interactive. There are many othr possible strands to suit different interests.

Assessing the Gold INGOT

The mandatory units and selected additional unit(s) are documented on the INGOT web site. The criteria for these units are set up in the INGOT mark book in the certification site. On the main web site the units are provided in tables with links from the assessment criteria to an assessors' guide. In turn there are links from the assessors' guide to the KS4 programmes of study of the English National Curriculum. This means that if the learner demonstrates competence against the ITQ criteria of the Gold INGOT and achieves the NVQ at Level 2, they are also covering the statutory requirements for KS4. There is not a lot of difference between the KS3 and KS4 POS and so achieving the Gold INGOT in KS3 is equivalent of level 7/8 and will also meet statutory requirements. This provides a flexible approach to extending higher attainers in KS3 who could go on to attain level 3 units in KS4 or a computer science or other higher level qualification. Alternatively lower attainers might attain the Silver INGOT at the end of KS3 and the Gold INGOT at the end of KS4 or even units for the Gold INGOT at that age. In the end what matters is competence rather than age.

A specific example

Here is one of the criteria for IPU.

"I can describe the purpose of using IT in my work"

The general guidance for Level 2 qualifications is

"..to use relevant knowledge, skills and procedures to complete routine subject to direction or guidance, being aware of information relevant to the area of study or work, completing well-defined routine tasks, selecting and using relevant information and identify whether actions have been effective"

Assessors should interpret the criteria and guidance in this vein. The difference between Level 1 and Level 2 work in the QCF is mainly in the degree of autonomy and complexity required. Looking at the assessed work at NC level and 5 and Level 7 linked to the web site should provide a good idea of the level of expectation. In general, Level 1 learners "identify" whereas level 2 learneers can "describe". Level 1 learners can be reasonably self-sufficient with a limited number of steps or instruction whereas a level 2 learner will be able to cope with more complexity. Level 2 learners will be able to carry out tasks from general broad instructions whereas level 1 will need much more precise and exact details spelling out what they need to do.

Evidence

In most cases evidence is provided through web pages created by the learner to document their work. A Level 1 learner will need regular support in organising their work whereas a Level 2 learner, while still needing some direction and support at times, will take some initiative to determine the way they present their work and how to make it more interesting and relevant to the audience. There should be a clear link between the assessment criteria and the work produced as evidence.

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This might be accompanied by assessor comments attached to pages. We provide a comprehensive support system for this purpose. It is described in detail at www.theingots.org/community/evidence [1]. (There is no requirement to use the INGOT web site environment but if other systems are used TLM must have access to the pages for moderation and quality assurance purposes.) Other evidence that assessors might provide include file attachments, results of internally set tests, documented internal moderation sessions and witness by direct observation. Assessors might also use oral techniques by asking questions to establish what the candidate knows. In all cases there is one golden rule. Does the evidence give reasonable grounds to make the judgement that the candidate is secure in meeting the criteria? We want to make use of existing procedures in centres and academies, we do not want additional duplication of bureaucracy and administration so account managers will work with assessors to ensure that sampling evidence conforms to the TLM procedure but also fits local methods.

Summary of assessment for the Gold INGOT (QCF Level 2, EQF Level 3, UK NC Level 7-10) [2]

The link above provides a summary of the assessment requirements.

Moderation

Assessors should record outcomes in the on-line markbook using "N"- No evidence, "L" - Low, "S" Secure, "H" - High against each of the criteria. Reasonable samples of evidence are required to back up these judgements. When the criteria in a unit are all judged to be "Secure" or "High" the assessor requests the award and the Account Manager will ask to see samples of evidence on which the judgement is based. If this is convincing, the Account Manager will authorise the Award. If it is not, the assessor will have to provide more evidence or defer awarding the certificate until the candidate provides more evidence. At the annual visit, tthe Account Manager will further check procedures and general evidence available.

Source URL: https://theingots.org/community/assessor_training3

Links
[1] http://www.theingots.org/community/evidence
[2] http://theingots.org/community/node/10336#Level_2

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