

Entry 1 Speaking, Listening and Communicating Assessment Record Sheet



Candidate's name	Candidate W
Enrolment number	WYZ1235

Assessment Performance Summary Sheet

Overall performance across Activities 1 and 2		
Learners need to be meeting each specified criterion on most occasions within each task.		
The following descriptors must be considered when coming to a decision about if the candidate has met the requirements for a Pass. To achieve a pass for the assessment at Entry 1 the learner must generally demonstrate the requirements for the level:		
<ul style="list-style-type: none"> • consistently, • effectively, and • to an appropriate degree for Entry 1. 		
Overall performance across the range of requirements for the level is secure; any insufficient demonstration of any individual subject content statement is balanced by appropriate demonstration of the same content statement elsewhere.		
Please indicate (tick) as applicable:	Candidate has achieved: <input type="checkbox"/>	
	Candidate has not achieved: <input checked="" type="checkbox"/>	
Declarations		
Assessor name AN ASSESSOR	Signature An Assessor	Date 03-09-2019
Internal Quality Assurer (if sampled) AN IQA	Signature An IQA	Date 03-09-2019
External Quality Assurer (if sampled)	Signature	Date

C&G Guidance - overview

There is insufficient evidence to demonstrate how Candidate W achieved each criterion. The assessor has provided basic statements, which repeat the criteria rather than how the criteria were achieved. E.g. quotations, evidence of dialogue.

The comments given by the assessor do not demonstrate full coverage of the criteria. Candidate has not achieved.

Entry 1 Speaking, Listening and Communicating Evidence Sheet

Activity 1 - Activity involving instructions

Candidate's Name	Candidate W	
Date of activity	03-09-2019	
Start time	09:00	Finish time 09:03

A tick in the box indicates that the assessor has confirmed that the candidate has adequately demonstrated the criterion. The assessor should write down some examples that the candidate has used to demonstrate the skills.

Summary of the activity including any prompting: Phoning the doctor.		
Confirm that the candidate:	Overall comments and quotes to show how candidate met the criteria:	
SCS3. Followed single step instructions	<input type="checkbox"/>	W phoned the doctor and made an appointment for Friday at 5pm. W followed single step instructions well.
SCS1. Stated the names of the letters of the alphabet (for three words)	<input type="checkbox"/>	W stated the names of the letters of the alphabet.
SCS4. Made request using appropriate terms and register	<input type="checkbox"/>	W made a request appropriately.
SCS2. Identified and extracted the main information from short statements and explanations	<input type="checkbox"/>	W extracted information and told me his appointment was on Friday at 5pm.
Candidate CANDIDATE W	Signature Candidate W	Date 03-09-2019
Assessor name AN ASSESSOR	Signature An Assessor	Date 03-09-2019

C&G Commentary – Activity 1

The candidate may have achieved Activity 1 but there are no quotes to support this. The assessor has repeated the assessment criteria but, apart from the last statement, there is no further detail. This report is not acceptable.

- There is no evidence of what instructions were given and how the candidate followed them.
- Which letters of the alphabet did the candidate say or which words did they spell out?
- What was the request made by the candidate?
- There is no need to repeat the criteria, a simple 'he told me his appointment was on Friday at 5pm' provides the information required.

Entry 1 Speaking, Listening and Communicating Evidence Sheet

Activity 2 - One-to-one discussion

Candidate's Name	Candidate W	
Date of activity	03-09-2019	
Start time	09:30	Finish time 09:34

A tick in the box indicates that the assessor has confirmed that the candidate has adequately demonstrated the criterion. The assessor should write down some examples that the candidate has used to demonstrate the skills.

Summary of the discussion including any prompting:		
Discussion about football.		
Confirm that the candidate:	Overall comments and quotes to show how candidate met the criteria:	
SCS2. Identified and extracted the main information from short statements and explanations	<input type="checkbox"/>	W told me about the team he supports and that he saw them on TV last night.
SCS4. Asked straightforward questions using appropriate terms and register	<input type="checkbox"/>	He asked me if I like football. This was a straightforward question and W used appropriate terms and register.
SCS5. Responded to questions about specific information	<input type="checkbox"/>	W responded to my questions about specific information - He hopes to go and see them later in the year.
SCS6. Made clear statements about basic information and communicate feelings and opinions on straightforward topics	<input type="checkbox"/>	W made clear statements about football.
SCS7. Understood and participated in simple discussions or exchanges with another person about a straightforward topic	<input type="checkbox"/>	We both enjoy football and had a good discussion about a straightforward topic - football teams.
Candidate CANDIDATE W	Signature Candidate W	Date 03-09-2019
Assessor name AN ASSESSOR	Signature An Assessor	Date 03-09-2019

C&G Guidance – Activity 2

Some additional detail is given in Activity 2 but there are no quotes given of what the candidate said. The assessment criteria have been repeated again. There is no evidence for coverage of SCS2.