

General Assessment Skills

The CIEA will support the delivery of a number of courses for General Assessment Skills for teachers or anyone involved in assessing learners. The course will be modular in nature and is capable of being delivered in a number of twilight sessions or as a single event

Outline of the course

The course will cover the following issues:

1. Preparing for Assessment

- Measurement
- Learning Objectives
- Assessment criteria
- The effective use of Bloom's Taxonomy
- The impact of choosing different instructional verbs
- Choosing an appropriate assessment instrument
- Effective use of carrier language

2. Conducting assessment

- Standardisation procedures
- Moderation procedures, both internally and externally
- Collating data from assessments, both internal and external
- Interrogating data from assessments

3. Feeding Back after assessment

- Feeding back to the learner
- Feeding back to other members of the assessment team
- Feeding back to line managers
- Feeding back to national bodies

4. Managing oneself

- Analysing current status, using the Assessment Skills Gap Analysis tool
- Determining needs
- Improving one's skill level

5. Managing Teams

- Developing an assessment policy, using the CIEA assessment policy tool
- Quality assuring internal assessments, using the CIEA quality standards tool
- Supporting individual assessors
- Supporting assessment teams

A variety of delivery patterns can be arranged to suit your school or college needs. These can range from £195 per delegate to £2,000 for an entire institution. The training can be delivered on site or away from the institution, in conjunction with others or as a personalised event.

For further information, contact Julius Lang, the CIEA Training and Accreditation Manager at the following address: Julius.lang@ciea.org.uk