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FEEDBACK TUTORIAL LETTER

2nd SEMESTER 2020

ASSIGNMENT 1

COMPETENCY-BASED ASSESSMENT B

CBA420S

CBA420S FEEDBACK TUTORIAL LETTER S2-2020

Dear Student,

Welcome to the course Competency-Based Assessment B (CBA420S). This course is a continuation of CBA410S, which you have successfully completed during S1-2020. My feedback for the first assignment is outlined below.

ASSIGNMENT 01 (Total Marks: 50)

This assignment covers the following units:

- Unit 1 - 4

Requirements for this assignment:

- You are required to answer the questions by incorporating facts and your own critical thinking skills
- Include an introduction and objectives for this assignment
- Include a reference list (APA referencing style) – Refer to the NUST APA Referencing Style guide, which can be found on the NUST Library website

The learning outcomes for this specific assignment are:

- Explain the Purpose/Rationale of Record Keeping;
- Explain the Need for Assessment in Training;
- Complete Training and Assessment Records;
- Develop Skills in Compiling and Storing Assessment Reports;
- Record an Assessment Decision/Judgement; and
- Reflect on Assessment Practice and Decisions/Judgements.

As part of this assignment, you were required to:

- Explain the purpose/rationale of record keeping in assessment. (10)
- Explain the need for assessment in training. (10)
- When completing Assessment records, there are certain aspects that we need to take into consideration. Explain these aspects. (10)
- When compiling and storing records, there are certain aspects that we need to take into consideration. Explain these aspects. (10)
- Explain the importance of:
 - 3.1 Recording quality assured assessment decisions/judgements (5)
 - 3.2 Reflecting on our assessment practices when it comes to quality assessment decisions/judgements. (5)

After marking your assignment, the following were addressed well:

- Students attempted to answer all of the questions
- Some students used and acknowledged their sources of information
- Neat layout

In addition, there were also areas of concern:

- Some students did not understand Quality Assurance and the importance thereof and/or provided vague answers. Some students did not include a SWOT analysis within their report
- Some sources were not acknowledged in-text and/or within the reference list
- Reference list did not start on a new page and was not compiled correctly according to the APA citation style
- Some spelling and grammar errors were detected

Recommendations:

- Consult resources on Quality Assurance in Assessment and the importance thereof for organisations
- Read assignment questions carefully before attempting to answer it
- Always acknowledge your sources and use the APA reference style
- Consult the NUST library website for a copy of the APA reference style

All the best of luck with your studies

Ms Fiona Anderson