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## **FEEDBACK TUTORIAL LETTER**

**2<sup>nd</sup> SEMESTER 2020**

**ASSIGNMENT 2**

**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. You have recently completed Assignment 01 of CBA420S and my individual feedback was provided online. My feedback for the second assignment is outlined below.**

### **INSTRUCTIONS/REQUIREMENTS FOR ASSIGNMENT 02**

**The instructions for this assignment is:**

- **Sources must be listed according to the APA referencing style, unless otherwise prescribed by the department.**
- **All assignments should be typed**
- **Font Style to be used is Calibri, font size 11, line spacing 1.5**

### **ASSIGNMENT 02 – PowerPoint Presentation [50 Marks]**

This assignment covers the following units:

- Unit 1 - 4

**Requirements for this assignment:**

- You are required to prepare a PowerPoint Presentation on the given topic, 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
- Your presentation should be at least 6 pages long (excluding the introduction, objectives, conclusion and reference list pages)
- Your font style should be Calibri, font size 11, line spacing 1.5

**The learning outcomes for this specific assignment is:**

- 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.

### **PowerPoint Presentation**

In this assignment, you are required to prepare a PowerPoint presentation on the following aspects:

- Why is it important for all Vocational Education Training Providers to have an assessment record keeping system?

- Why do we complete training and assessment records as trainers?
- How do we need to store our assessment records?
- How do we record assessment decisions/judgements?
- Why is it important to reflect on our practices?
- What are the consequences of not reflecting on our assessment practices?

**After marking your assignment, the following were addressed well:**

- Students attempted to answer all of the questions in the relevant format (PPT)
- Some students used and acknowledged their sources of information
- Neat layout

**In addition, there were also areas of concern:**

- Some students did not understand reflective practice in assessment and the importance thereof and/or provided vague answers.
- Some sources were not acknowledged in-text and/or within the reference list
- Some information was merely copied and pasted. Plagiarism is a serious academic offence!
- 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 reflective practices 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**