

Example Module Assessment

[course title]

Assessment

[business | division | department]

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Module assessment

The assessment for this module comprises:

- Part A - Written assessment
- Part B - Practical assessment
- Part C - On-the-job assessment

Part A - Written assessment

Written assessment

- Complete this assessment [individually] / [in teams].
- [do] / [do not] refer to the training reference materials.
- [do] / [do not] discuss answers with other participants.

Time allocated

Participants have [#] minutes to complete the following questions.

Materials required

- [list resources/manuals/materials required]

Question [#]

([#] marks)

Circle the correct answer(s).

[insert question here]

A. [answer]

B. [answer]

C. [answer]

D. [answer]

E. [answer]

Question [#]

([#] marks)

Complete the following list.

List [?].

- [sample list item]

- [sample list item]

- _____

- _____

- _____

- _____

- _____

- _____

Question [#]

([#] marks)

Fill in the missing words...

[statement]

Question [#]

([#] marks)

[question]

Question [#]

([#] marks)

[question]

True

False

Completion

When finished, [?].

Part B - Practical assessment

Estimated time

[#] minutes.

Materials required

- [list resources/manuals/materials required]

Time allocated

Participants have [#] minutes to complete this assessment.

Case study 1 - x

Case study

[describe case study here]

Exercise [#]

([#] marks)

- [what do they need to do in this exercise?]
-

Part C - On-the-job assessment

Timeframe

The on-the-job assessment takes place over a period of [? weeks / months].

Description

During the on-the-job assessment, your [leader / supervisor / ?] will observe you at work. At the conclusion of the assessment period, an on-the-job assessment evaluation will be completed by your [leader / supervisor / ?].

Competencies

During the on-the-job assessment, the following competencies will be assessed.

Competency	Assessment Criteria	Scoring