


A Short Introduction to Standardisation training for the BTEC teaching team

Next generation BTECs (NQF)



Contents

- 
- [How will standardisation training help me?](#)
 - [When does standardisation training happen?](#)
 - [How can I make sure I receive this training?](#)
 - [What will I learn?](#)
 - [Where can I find more help?](#)

How will standardisation training help me?

Next generation BTECs (NQF)

How will standardisation training help me?

Before you start writing assignments and assessing your learners' work, you need to feel confident that you are making assessment decisions which are consistent with the national standard defined in each specification for next generation BTECs (NQF).

The annual standardisation training is a group session, led by your Lead Internal Verifier, which:

- offers **refresher training** around the national standard
- gives you access to the **latest advice and guidance** from the experts in our Standards Verifier team which you can discuss within your BTEC teaching team.

Is standardisation training compulsory?

Yes – your Lead Internal Verifier should run standardisation training with you every year for all next generation BTEC qualifications on the National Qualifications Framework.

Remember ...

- ✓ **Standardisation training** provides the support you need to be confident you are assessing your learners' work to the national standard.



When does standardisation training happen?

Next generation BTECs (NQF)

When does standardisation training happen?

Every year in September, our BTEC Assessment team provides your Lead Internal Verifier with training materials so they can refresh the whole team's knowledge and understanding of the national standard for each grade for next generation BTECs (NQF).

Is it the same training every year?

Our Senior Examining Standards Verifiers – the subject experts responsible for assessment standards – draw on their experiences with recent assessments to create new standardisation training materials each year.

So this annual refresher training offers you the chance to:

- **review the very latest insights from our BTEC assessment experts, and**
 - **compare them with your own experiences**
- at the beginning of every academic year.**

Remember ...

- ✓ **New materials are available** in September every year.

Remember ...

- ✓ **Each year we share the latest insights** from the **BTEC standards experts** (Senior Examining Standards Verifiers).



How can I make sure I receive this training?

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How can I make sure I receive this training?

The Lead Internal Verifier should set up a training session as soon as the new standardisation materials for next generation BTECs (NQF) are released in September every year.

The training will include everyone in the BTEC teaching team – you'll work through and discuss these materials to refresh your knowledge and understanding of the national standard for each grade.

Ask your Lead Internal Verifier if you want to know more about standardisation training.

What's the difference between standardisation training and "OSCA" training?

You may sometimes hear your Lead Internal Verifier referring to "OSCA materials".

OSCA stands for "Online Standardisation for Centre Assessors" and is the name of the system your Lead Internal Verifier uses to download the materials for your training session and to register when your team has completed the training.

"OSCA training" and "standardisation training" are different terms for the same thing.

Remember ...

- ✓ **Standardisation training** provides the support you need to be confident you are assessing your learners' work to the national standard.

Remember ...

- ✓ **Standardisation training** and **"OSCA training"** are different terms for the same thing.



What will I learn from standardisation training?

Next generation BTECs (NQF)

The training consists of a **3-4 activities designed for group and individual work.**

You'll need:

- the **standardisation training materials** (your Lead Internal Verifier will provide these)
- a copy of **your specification** (available at www.btec.co.uk/2012).

Your Lead Internal Verifier will:

- **lead the discussion** for each activity and
- **share the advice and guidance** provided by the experts in our Standards Verifier team.



At the end there will be a chance to review your learning and ask any questions.

Ask your Lead Internal Verifier about standardisation training.

What will I learn from standardisation training?

Next generation BTECs (NQF)

Here are some samples from previous standardisation materials for next generation BTECs (NQF) to give you a flavour of the training.

Activity 1: NQF BTEC Assignment Briefs

This is an NQF BTEC Authorised Assignment Brief.

Working together, discuss the following:

1. How is the NQF BTEC Assignment Brief structured?
2. What information does the NQF BTEC Assignment Brief contain?
3. How do you determine appropriate timings?
4. Who will be involved in the development of an NQF Assignment Brief before it is issued to learners?

You are advised to spend 20 minutes on activity 1.

Activity 3: Assessment, Feedback and Internal Verification

A centre has used an adapted NQF BTEC Authorised Assignment Brief for Unit 3, Learning Aim B.

The learner work was submitted at the interim deadline and the Assessor provided formative feedback. The learner then finished their work independently and submitted their evidence at the assessment deadline. The Assessor has assessed the work and the Internal Verifier has internally verified the assessment.

Working together, discuss the following:

1. Is the formative feedback appropriate?
2. Is the learner work fully and correctly authenticated?
3. Is the summative assessment accurate in relation to Learning Aim B?
4. Is internal verification of the Assignment Brief and the assessment decisions appropriate?

You are advised to spend up to 1 hour on activity 3.

NQF BTEC Authorised Assignment Brief

Assignment title	Developing and Promoting My Brand		
Assessor			

Date issued			
Interim Deadline		Final deadline	
Duration (approx)	6 hours		

Qualification suite covered	BTEC Level 1/Level 2 First Award in Business BTEC Level 1/Level 2 First Certificate in Business BTEC Level 1/Level 2 First Extended Certificate in Business BTEC Level 1/Level 2 First Diploma in Business		
Units covered	Unit 3 – Promoting a Brand		
Learning aims covered	Learning Aim B: Develop and promote a brand for a business		

Scenario	You are working for a marketing consultancy business. You have been given the task of designing a promotional campaign for a brand in response to a request from a client. To fulfil the client brief, you will need to go through the process of objective setting, applying branding methods and techniques, and promoting the brand image.		
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Where can I find more help?

Next generation BTECs (NQF)

**Your
BTEC
Team**

Ask your Lead Internal Verifier about standardisation training for next generation BTECs (NQF).

And if you need more help and support from the BTEC team, you can contact your:

- **Regional Quality Manager**
- **Curriculum Development Manager**
- **Subject Advisor**

at www.btec.co.uk/support.

Learn more at about BTEC: www.btec.co.uk

BTEC Key Documents: www.btec.co.uk/keydocuments