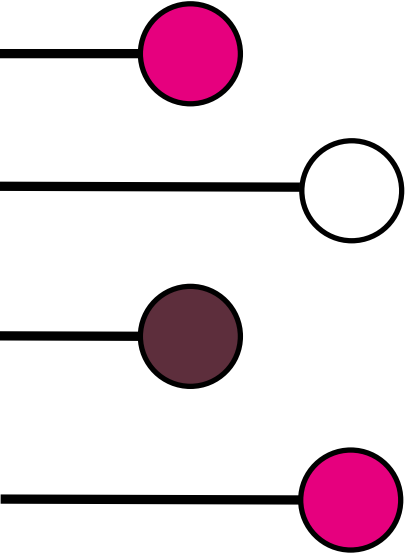


Getting Ready for Internal Assessment in the NEW Pearson BTEC Nationals in Business from 2016

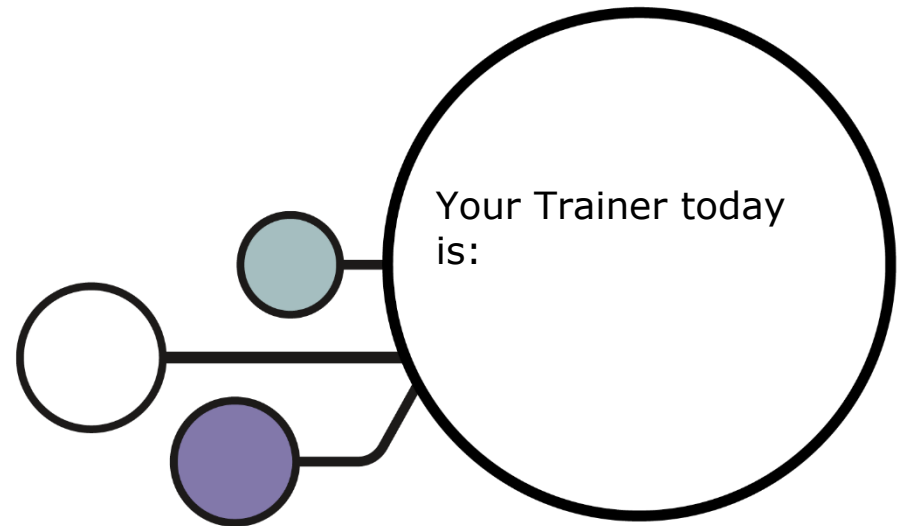
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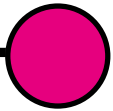
Getting to Know Each Other



Getting to
know you!



Activity 1- The Great Pub Quiz!



Complete the “pub quiz” in your delegate booklets to find out how much you know about the RQF BTEC Nationals in Business/ Enterprise & Entrepreneurship!

Aims for the day



- Explore the assessment criteria and requirements for internal assessment
- Look at some examples of assessment materials
- Carry out some grade practice exercises
- Address common issues and frequently asked questions



BTEC Nationals in Business

Qualification Structure

Flexible choice of course sizes



Your Business courses at a glance

Certificate (180 GLH)	Extended Certificate (360 GLH)	Foundation Diploma (510 GLH)	Diploma (720 GLH)	Extended Diploma (1080 GLH)
Equivalent in size to 0.5 A-levels	Equivalent in size to 1 A-level	Equivalent in size to 1.5 A-levels	Equivalent in size to 2 A-levels	Equivalent in size to 3 A-levels
TOTAL: 2 UNITS	TOTAL: 4 UNITS	TOTAL: 6 UNITS	TOTAL: 8 UNITS	TOTAL: 13 UNITS
2 MANDATORY UNITS	3 MANDATORY UNITS	4 MANDATORY UNITS	6 MANDATORY UNITS	7 MANDATORY UNITS
1. Exploring Business (90 GLH) 	1. Exploring Business (90 GLH) 	1. Exploring Business (90 GLH) 	1. Exploring Business (90 GLH) 	1. Exploring Business (90 GLH) 
2. Developing a Marketing Campaign (90 GLH)  	2. Developing a Marketing Campaign (90 GLH)  	2. Developing a Marketing Campaign (90 GLH)  	2. Developing a Marketing Campaign (90 GLH)  	2. Developing a Marketing Campaign (90 GLH) 
	3. Personal and Business Finance (120 GLH) 	3. Personal and Business Finance (120 GLH) 	3. Personal and Business Finance (120 GLH) 	3. Personal and Business Finance (120 GLH) 
		4. Managing an Event (90 GLH)  	4. Managing an Event (90 GLH)  	4. Managing an Event (90 GLH) 
			5. International Business (90 GLH)  	5. International Business (90 GLH) 
			6. Principles of Management (120 GLH) 	6. Principles of Management (120 GLH) 
				7. Business Decision Making (120 GLH)  
0 OPTIONAL UNITS	1 OPTIONAL UNIT	2 OPTIONAL UNITS	2 OPTIONAL UNITS	6 OPTIONAL UNITS

Types of assessment

Assignment – Set and marked internally
Task – Set and marked by Pearson
Written exam – Set and marked by Pearson

Mandatory unit types

 Mandatory Unit that must be passed
 Mandatory Synoptic Unit
 Must achieve at least 2 of the 3 units

Students apply learning in a range of assessment types



Types of assessment

	Set and marked by	Format	Students demonstrate
Assignments	You. Verified by Pearson Resubmission time limit is now 15 working days (increased from 10 working days).	• Practical tasks • Work-related scenarios • Tailored to local needs	Application of knowledge and skills Individually or in teams
Tasks	Pearson	• Practical tasks • Everyday scenarios • Controlled conditions • Some pre-released information	Application of learning to common workplace or HE scenarios
Written exams	Pearson	• Practical questions • Written responses • Controlled conditions	Confidence with recalling and applying technical information and fundamental knowledge

Range of assessment styles allows learners to showcase their skills and application of knowledge, so they can progress to higher education and/or employment.



BTEC Nationals in Business

Internal Assessment – Assignment briefs

Assignment Brief Requirements



- Specifications inform you of the maximum number of assignments allowed per unit.
- Include accurate programme details
- Give clear deadlines and timescales for assessment
- Include a scenario or vocational context
- Allow for all achievement up to and including Distinction level
- List the 'learning aim'(s) and assessment criteria to be addressed
- Be clear about what evidence the learner needs to generate

Assignment briefs



There are three options available to you:

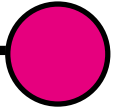
- Use the Pearson authorised assignment briefs as published.
- Adapt a Pearson authorised assignment brief to suit the needs of your learners
- Create your own assignment briefs if you think this will better meet the needs of your learners, or where an authorised assignment brief is not available.
- [Access the Assignment Checking Service Here](#)
- You must still internally verify assignments even if you've used them 'off the shelf.'

Internal Verification of Assignment briefs



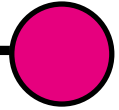
- Internal verification of assignment briefs is essential to ensure they:
 - Provide appropriate assessment opportunities
 - Are fit for purpose and enable the learner to produce evidence which meets the assessment criteria
- Must be carried out **prior** to distribution to learners.
- You must keep a record of the internal verification process and documentation

Activity 2 – Command Verbs in Internal Assessment

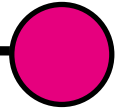


In your delegate booklet, match the definition to the correct command verbs that are used in internal assessment.

Activity 3 – Assignment brief requirements



Review the assignment brief for Unit 15



Complete an Internal Verification of Assignment Brief form



BTEC Nationals in Business

Exploring the assessment criteria and requirements for internal assessment

Activity 4 – Teaching and learning ideas



Review the content of Unit 1
(Business or Enterprise &
Entrepreneurship).



Make a list of teaching and
learning ideas for each learning
aim.

Activity 5 – Exploring the assessment criteria



- Looking at the criteria for unit 1 consider what learners will need to produce to meet the following criteria:
 - A.M1: Assess the relationship & communication with stakeholders of 2 contrasting businesses using independent research
 - D.P4: Discuss the internal, external & competitive environment on a given business
 - D.P5: Select a variety of techniques to undertake a situational analysis of a given business
 - E.P7: Explore how innovation and enterprise contribute to the success of a business
 - E.D4: Justify the use of innovation and enterprise for a business in relation to a changing market and environment.



BTEC Nationals in Business

Reviewing Learner work and Carrying out some grade practice exercises

Activity 6 – Myths and truths: Internal assessment



- Consider the list of myths and truths.
- Decide which are true and which are false.
- Share your answers with the rest of your table. Do you agree?

Internally assessing learner work



- Each unit and 'learning aim' have specific assessment criteria which are used to assess the quality of the evidence provided and determine the grade awarded.
- Assessment criteria are not sequential activities, but a way of making a judgement
- Assessment criteria are hierarchical
- There is no compensation within a unit (but there is some in the qualification overall)

Submissions and Resubmissions



- Each learner **must** submit evidence along with a signed & dated Learner Assessment Submission Declaration
- The assessor **must** confirm that the evidence is authentic
- A learner **may** be given one opportunity to **resubmit** evidence providing they:
 - Have met the initial deadline or an agreed deadline extension.
 - Are willing and able to make changes to their evidence with no further input from the assessor.

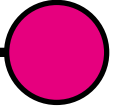
Internal Verification of assessment decisions



- Internal verification of assessment decisions is essential to ensure they:
 - are accurate, to national standards
 - are graded consistently across the programme
 - accurately judge learner work (evidence) against the unit assessment criteria
- A sample of assessment decisions must be internally verified
- The Lead Internal Verifier (LIV) has a key role
- You must keep a record of the internal verification process and documentation

[Access the IV of Assessment Decisions Document Here](#)

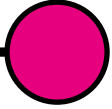
Activity 7a – Assessing learner work



Assess the learner work for Unit 1 provided

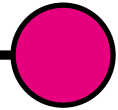
The learner work only covers Learning Aims C & D

Activity 7b – Assessing learner work



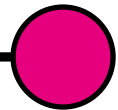
What would you expect to be added to the work in order for it to achieve the distinction criteria?

Activity 8 – Assessing learner work



1. Review the learner work provided and using the blank assessment record sheet, assess the learner work.

Business: Unit 15



2. Justify why you believe this work has/ has not achieved the criteria awarded.

The learner work only covers Learning Aim A.



BTEC Nationals in Business

BTEC Quality Assurance

Activity 9 –Completing Standards Verification



—● Make a list of your top ten tips for successfully completing Standards Verification.



BTEC Nationals in Business

Support and
tour of the
website



Business

Combines qualifications, resources and training to enable progression



Plan

Free

- Specifications
- Sample Assessment Materials
- Statement of Purpose
- Delivery Guides
- Subject Advisor
- Schemes of Work
- Mapping documents
- myBTEC
- Delivery Plan
- Curriculum Models
- Get Ready to Teach events
- Study Skills Activities

Paid for

- Various publications

Teach

Free

- Delivery Guide
- Assessment Tracking
- Mapping Documents
- FAQ's
- Internal Assessment Guides
- Mapping Documents
- Sample Marked Learner Work
- Past Training

Paid for

- Training courses
- Various Publications

Assess & Track

Free

- Authorised Assignment Briefs
- Past papers and mark schemes
- Sample Marked Learner Work
- Templates and tools
- myBTEC: Progress tracking
- Reports and feedback
- Quality Assurance Guides including Handbook, Assessment and Assignment Writing
- Standards Verifier and Quality Review visit
- Standardisation training

Develop

Paid for

- Training courses

Pearson paid-for resources and other publishers' resources that are endorsed for BTEC are not a pre-requisite for the delivery of Pearson's specifications. Paid-for resources may also be available from other publishers.

<http://www.pearsonschoolsandfecolleges.co.uk/FEAndVocational/BusinessandEconomics/BTEC/BTECNationalsBusiness2016/BTECNationalsinBusiness2016.aspx>



- Digitises the whole assessment process.
- Saves you lots of time and you can be confident you are getting it right.
- Claim your roles; approved by your Quality Nominee.
- Build your assignments; internally verify into pre-populated forms.
- Create your courses, add your team, import your learners.
- Add assignments and dates to pre-populate your assessment plan.
- Assess and IV– inputting results into pre-populated assessment/IV records.
- Pre-populates tracking document.

**Step by step support available online, by phone
or in person**



Your subject advisor



UK: 020 7010 2182



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Colin Leith

Business

Enterprise & Entrepreneurship

Aims for the day – Have we met these?



- Explore the assessment criteria and requirements for internal assessment
- Look at some examples of assessment materials
- Carry out some grade practice exercises
- Address common issues and frequently asked questions



Any further questions?

Please complete the evaluation form included in your pack before you leave today.

You will also be emailed a link to the evaluation form after the event today if you haven't had time to complete it.

THANK YOU!

