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| **T Level Technical Qualification in Legal** | |
| **Core Component: Employer Set Project** | Level  3  Total marks  3  Controlled time  45  minutes |
| This booklet contains material for the completion of the set task under supervised conditions at a time set by the centre/provider in a window set by Pearson.  This booklet is specific to each series and this material must only be issued to students who have been entered to undertake the task in the relevant series.  This booklet must be kept securely until the start of the timetabled assessment. |

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| **Task 5b: Deliver a presentation** |
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| Paper Reference PXXXXXA   |  | | --- | | **Instructions to Students for Task 5b** |   The task must be undertaken at the time and on the date specified by your centre/provider.  The task must be completed under supervised conditions.  You are not permitted access to the internet during this task.  Your work and any material provided must be kept securely at all times.  **Overview of Task 5b**  **You should read the complete scenario and task before attempting to answer.**  You will have **30 minutes** to complete this task.  You will receive an extra **15 minutes** for the Project Monitoring Record on Task 5b.  You must plan your time to complete the task.  Task 5b is worth 3 marks for English.  **Student resources:**   * PC with word processing, presentation software. * Student slides with speaker notes (hard copy) of their presentation created  in Task 5a. * Audio-visual recording equipment * Electronic version of the Project Monitoring Record. |
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| **Set Task Brief for Task 5b** |

**Scenario**

Your line manager wants you to record the presentation for future use.

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| **Task 5b** |

You are required to video record your presentation for your line manager.

You will be given access to hard copies of your slides and speaker notes for this part of the task.

You will have 30 minutes to familiarise yourself with your slides and speaker notes and to record the presentation.

You can record your presentation as many times as you like within the time allocated and select the best one for submission.

Your presentation will be marked on your ability to convey information to a non-legal audience.

**At the start of the presentation, you must state who you are and the name of your centre/provider.**

Your delivery of the presentation must be well structured and appropriate for a non-legal audience.

# *(3 marks)*

**In this task you will demonstrate the following core skills:**  

* CS2a Convey information clearly to a non-legal audience

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| **Outcomes for submission for Task 5b** |

**for Task 2c**

Your video recording must be saved into the secure folder provided by your centre/provider for your evidence of achievement and titled with the file name given below.

**Task\_5b\_video\_recording\_[Registration number #]\_[surname]\_[first letter of first name]**

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| **Project Monitoring Record for Task 5b** |

At the end of Task 5b, you will be given **15 minutes** to fill in the Project Monitoring Record document to review how you have covered the core skills above.  You must save the information you put in the Project Monitoring Record.

Your Project Monitoring Record for Task 5b will review:

* how well you conveyed information clearly to a non-legal audience.

When you have updated the Project Monitoring Record, you must make sure you save the new information. The Project Monitoring Record will be used to support your completion of Task 6.