



An tSeirbhís Oideachais Leanúnaigh agus Scileanna  
Further Education and Training Authority

# External Authentication Report Ver.5

External Authentication Details														
Provider Name			IT Blanchestown											
Apprenticeship Programme			Plumbing Phase 6						Phase		6			
Term	Autumn				EA Date		14-04-2014		No. of Blocks		1			
	Winter													
	Spring		2		No. of learners presented for EA						16			
	Summer				No. of learners sampled from those presented						12			
Assessments Sampled			P1	P2	P3	P4	P5	P6	T1	T2				
No. Samples Authenticated			16	16	16	16	16	16	6	6				
Grade	No. of Credit		15	16	15	11	10	15	10	3				
	No. of Passes		1	0	0	5	6	1	5	8				
	No. of Referrals		0	0	0	0	0	0	1	4				
Overall Results			Merit		9		Pass		2		Referral		4	
Provider EA Coordinator			Liam Quirke						Contact Number		0868117591			
External Authenticator			Michael Lucey								0868172447			
			Patrick Casey								0863117925			

External Authentication is conducted in a professional manner and in the spirit of continuous improvement and with the goal of sharing best practice. The External Authentication report is prepared for the sole use of the College and Solas. This report is based on the information provided by the College and whilst efforts have been made to ensure that the information published is correct, Solas cannot accept responsibility for errors, omissions or discrepancies.

Facilitation			
Heading	Y	N	Comments
A	Y		<p>Contacted the nominated person with 2 emails and 2 phone calls and all requirements were put in place prior to the arrival of the EA personnel.</p> <p>The nominated person was present for the duration of the EA visit and assisted in every way to make the EA process a success.</p> <p>The lecturers for the phase 6 programs assisted the EA's in every way and were instrumental in making the EA visit a success. They were available at all times during the visit and were most helpful which was much appreciated.</p> <p>A large secure room was made available for the EA visit and a key to lock the authentication room was provided by the course co-ordinator making the room secure.</p> <p>Staff members contact details were provided to the EA's by the course co-ordinator and all were present at the closing meeting along with the Administration and Examination personnel.</p>
			<b>Recommendations</b>

Assessment Process				
Describe how the assessment records and associated documents listed below were presented and completed				
Heading	Y	N	Ass <sup>1</sup>	Observations
B	Y			Phase Summary Assessment sheet was available from the start of the EA process and fully completed with details of all assessments.
C	Y			A typed Internal Verification Report was available. This IV report was of a high standard and was comprehensive in its content. The Assessment Processes, Learners Evidence, Approval and Evidence of Marking by the different Lecturers were all contained within the report.
D	Y		all	Assessment Sheet Templates was created and submitted by the Institute. The ITB templates were similar to the Solas versions except that all the information was reduce to fit onto one page.
E	Y		all	Model answers were included for all theory assessments.
F	Y		all	Assessment sheets completed, issues noted
G	Y		all	Invigilator Reports submitted, no issues recorded
H	Y		all	Attendance sheets for all assessments were signed by the learners. The names on the attendance sheet tallied with the names on the assessment sheet.
I		N	T1&2	Learners were issued with a seating plan number but there was no information as to who sat where. This would apply to theory and drawing tests.

<sup>1</sup> Refers to Assessment

## Recommendations

<b>F</b>	A seating plan should be used where control measures are in place to identify and prevent the issuing of incorrect scripts. The seating plan should show location of each learner, seat number and supervisor's location. A scaled plan view of the seating plan would suffice.
----------	---

## Learner Evidence

### Technical Content, Marking & Grading

Heading		Y	N	Ass	Observations
<b>J</b>	Was the learner evidence presented and compiled appropriately?	Y		all	<p>The presentation of evidence was very good and greatly assisted the EA in the authentication process.</p> <p>All learners' evidence was available signed and dated. The evidence was presented in the same listed order between assessments and that of the assessment sheets.</p> <p>In P2, learner evidence was not presented as it was submitted to Metalab for Radiographic Inspection. Inspection Report was made available to the EA and all learners pieces had complied with Acceptance Standard BS 2640</p>
<b>K</b>	Were the results for each learner recorded and transcribed accurately?	Y			<p>Learners' marks were recorded correctly.</p> <p>Marks were transferred correctly from scripts to printed assessment sheets.</p> <p>Marks were transferred correctly from assessment sheets to summary assessment sheet. All marking sheets were signed and dated</p>
<b>L</b>	Was there evidence of assessor marking on learner scripts	Y		P4	Apart from P4 Functional Flow Wiring diagram there was evidence to indicate that the assessor had marked the scripts
<b>M</b>	Was the correct marking criteria applied in the assessment of learners' evidence?		N	T1/T2	<p>Marking criteria for practical tests were applied.</p> <p>Marking criteria not fully applied to questions in theory tests. It was suggested to Assessors and agreed that grades in theory tests T1 and T2 be changed.</p> <p>In T2 learners 3 learners Pass to Ref</p> <p>In T1 learners 1 learner Credit to Pass 1 learner Pass to Ref 1 learner Credit to Pass</p>
<b>N</b>	Describe any issues identified in relation to the technical content of the assessment or model answers	Y			Low success rate for question on AutoCAD in T2 compounded by the assessors misinterpretation of the question and model answer supplied

## Recommendations

<b>N</b>	Assessor feedback sheet should be used where an assessor deems that a question is open to misinterpretation
----------	---

## Previous EA Reports

### Recommendations & Actions

Heading		Y	N	Ass	Observations
<b>O</b>	Was the previous EA Report and related minutes from Exam Board meetings provided?		N		First time for external authentication
<b>P</b>	Based on observations and the Providers EA Continuous improvement Plan, how have the recommendations from previous EA Reports been		N/A		First time for external authentication

Previous EA Reports Recommendations & Actions					
Heading		Y	N	Ass	Observations
	addressed?				
<b>Recommendations</b>					

Specific Focus					
Heading		Y	N	Ass	Observations
Q	Assessment Feedback	Y		P1&3	Assessor suggested that the ½ test piece weld should have its own marking criteria and should be a desirable requirement. Assessor suggested that more than one desirable point should be needed to achieve a credit Solas have responded to previous assessor feedback but did not identify who the feedback related to
<b>Recommendations</b>					
	In responding to assessor feedback Solas should send replies to the Assessor, Registrar and Nominated person				

Moderation					
Heading		Y	N	Ass	Observations
R	Did you identify any issues which may impact the integrity of the assessment?		N		No issues were identified in either the practical or theory tests.
<b>Recommendations</b>					

Summary	
Heading	Comments
S	<b>Examples of Good Practice</b> The Assessment Sheet template used by this Institute could replace the existing assessment sheet/s as it contains all the information required of an assessment on one page.
T	<b>Areas for Improvement</b> Special care in applying assessment criteria when awarding marks in theory tests
U	<b>Other</b> none
V	<b>College Comments</b>

