

## Vocational Assessment using an E Portfolio System

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## Why the E. Portfolio

The endless paper chase

Technology brings and demands change. Eg GOLLA

The present paper system is inefficient, Electronic recording is valid method of evidence collection – QCA

Awarding Bodies are looking for methods which support centres and provide efficiency savings and enable a joined up electronic process.

## Back to the past

**Learner** "I have no idea when I will qualify or how much more work is required."

**Assessor** "I am so stressed, just to keep up with the audit , I don't know how much evidence is missing".

**Manager** "I had no idea that verification has not occurred".

## Why use a System

**Learner** To something which told me how much I have to do and how this can be done.

**Assessor** To provide information without effort and help the learner qualify without delay

**Manager** To have increased quality as standard and to be cost efficient by telling me where resources are required

## An E Portfolio in NVQ assessment

Definition: A portfolio that directly relates to the formal assessment and evidence collation processes associated with NVQs and directly serves the needs of the qualification.

Products following this definition therefore enable

The storing and mapping of evidence,

The tracking of progress on the path towards completion and the logging of achievement.

The assessment audit trail

Provide a sampling process

## Who is the system developed for

Is the portfolio "learner-centered" or "assessor centered", Does the learner own the portfolio, or does the assessor manage and control the assessed evidence.

Following the "assessor-centered" model leads to a conclusion that once completed and assessed the portfolio remains the property of the examination board.

The learner centered approach means that the portfolio returns to the learner and is there for them to draw on in the future. In this way we can manage the CPD process and have a portfolio for life. This definition lays ownership with, and offers control very much to, the learner.

## Developmental Principles of the Quickstep system



Provide clarity and real time reporting to the learner.

Change the way in which NVQs are assessed and verified, thereby enabling centres to be confident of success.

Significantly reduce verification costs while ensuring improvements in quality.

Clearly state full evidence requirements and measure activity against them

Providing remote sampling which will provide EV assurance of valued activity

Encourage an interactive visible process which builds confidence with the assessor and learner

## Technology Needs



The Ability to add all file types.

The need to integrate with MIS and VLE systems

To be capable of continued further development

To allow multiple site use through common browser activity

Connectivity out of the centre

Creation of digital files

## What evidence



How do you know its authentic

Allow all file types and do not limit file size

Digital audio recording of observation coupled with visual .

Digital video of candidates at work

What about real product evidence/

How can we cross reference the evidence

## Selecting an E Portfolio for NVQs



The functional need analysis would include

Products which are web based or web enabled ensuring that they have portability and "access anywhere" features.

Products which have good security and back up of evidence and authentication systems.

Suppliers who have sound technical development and understanding.

Systems which have clarity and usability, both of the interface and of the presentation of information.

Proven use in the field and a developed understanding of the NVQ business.

And of course, low cost!

## Consider the following before starting



Choose the time that you introduce a new system carefully – avoid times when departments are under pressure.

Make sure the system has an internal champion. Spend time selling the idea to staff before it is implemented, and build a sense of ownership.

Choose a system that is user-friendly – be suspicious of anything that requires you to look at a manual frequently – and one that has good customer service (including listening to and addressing ideas for improvements on an incremental basis).

Ensure that you have a reliable web connection or alternative backup arrangements.

Check that the NVQs you wish to assess lend themselves readily to the system.

Any computer-based service is only as good as the human element involved – give an enthusiastic member of staff time to learn the system.

## A Need for change??



### Have you ever been told

That a specific candidates portfolio is not available.

That an assessors records were not available.

That internal verification has definitely been completed but the records have been misplaced.

That you can only visit to verify the centre after xxx date

Have you ever found that claims for certification were made before the evidence was complete.

## The E Portfolio Picture with Quickstep



That a specific candidates portfolio is not available.

Will always be available to check at any time

That an assessors records were not available.

You can always find the audit trail

That internal verification has definitely been completed but the records have been misplaced.

If a sample has been created it can be found

That you can only visit to verify the centre after xxx date

You can visit the site at any time

Have you ever found that claims for certification were made before the evidence was complete.

As you cannot log evidence after unit completion, you cannot do this.