

## Entry 3 Speaking, Listening and Communicating Assessment Record Sheet

Learner name	Candidate X
Enrolment number	XXZ 1234

### Assessment Performance Summary Sheet

Overall performance across Activities 1 and 2		
Learners need to be meeting each specified criterion on <b>most</b> occasions within <b>each</b> task.		
The following descriptors must be considered when coming to a decision about if the candidate has met the requirements for a Pass. To achieve a pass for the assessment at Entry 3 the learner must generally demonstrate the requirements for the level:		
<ul style="list-style-type: none"> <li>• consistently,</li> <li>• effectively, and</li> <li>• to an appropriate degree for Entry 3.</li> <li>•</li> </ul>		
Overall performance across the range of requirements for the level is secure; any insufficient demonstration of any individual subject content statement is balanced by appropriate demonstration of the same content statement elsewhere.		
Please indicate (tick) as applicable:	Candidate has achieved:	<input checked="" type="checkbox"/>
	Candidate has not achieved:	<input type="checkbox"/>
Declarations		
<b>Assessor name</b> Ann Assessor	<b>Signature</b> A Assessor	<b>Date</b> 02-09-2019
<b>Internal Quality Assurer</b> (if sampled) Ivy Quality Assurer	<b>Signature</b> I Quality Assurer	<b>Date</b> 03-09-2019
<b>External Quality Assurer</b> (if sampled)	<b>Signature</b>	<b>Date</b>

### C&G Guidance – overview

The enrolment number indicates that the candidate was registered prior to assessment and all signatures are in place. The timings are appropriate for this level according to the assessor guidance documentation.

The documentation has been completed with good and clear detail. There are clear explanations of the activities which sets the scene and the quotes clearly illustrate how the assessment criteria were met.

**Pass agreed.**

## Entry 3 Speaking, Listening and Communicating Evidence Sheet

### Activity 1 - Extracting information and formal group discussion

Candidate's Name     Candidate X     Date of activity     02-09-2019    

Start time     09:00     Finish time     9:12    

Straightforward topic     The plastics problem    

Group size     4     Details of group     2 Entry 3 and 2 Level 1    

A tick in the box indicates that the assessor has confirmed that the candidate has adequately demonstrated the criterion. The assessor should write down examples that the candidate has used to demonstrate the skill.

Confirm that the candidate:	Tick box	Overall comments and quotes to show how candidate met the criteria:
SCS1 Identified and extracted relevant information and detail in straightforward explanations	<input checked="" type="checkbox"/>	X made notes during YouTube video clip and used these in the discussion. (Notes attached). (SCS1)
SCS2 Made requests and asked concise questions using appropriate language	<input checked="" type="checkbox"/>	Candidate X responded to the video and started the discussion. 'Wow, I didn't realise there were so many plastics out there. I thought we could recycle it not dump it but only a fifth are recycled.' (SCS5, SCS3)
SCS3 Communicated information and opinions clearly	<input checked="" type="checkbox"/>	Responded to K. 'No. I thought it made more bottles not clothes.' (SCS4)
SCS4 Responded appropriately to questions	<input checked="" type="checkbox"/>	'I agree, But they said it was cheaper to make new ones.' (SCS6, SCS7)
SCS5 Followed and understood the main points	<input checked="" type="checkbox"/>	'Where can you get it (free water when you are out)?' (SCS2)
SCS6 Made relevant contributions	<input checked="" type="checkbox"/>	'I think they (the college) should stop the sale of water in bottles.' (SCS3_)
SCS7 Listened to and responded appropriately to other points of view, respecting the conventions of turn-taking	<input checked="" type="checkbox"/>	'What do you think?' (SCS2)  'We could all bring cups in.' (SCS4, SCS7)

<b>Candidate</b>	<b>Signature</b> Candidate X	<b>Date</b> 02-09-2019
<b>Assessor name</b> Ann Assessor	<b>Signature</b> A Assessor	<b>Date</b> 02-09-2019

# Entry 3 Speaking, Listening and Communicating Evidence Sheet

## Activity 2 - Informal group discussion

Candidate's Name Candidate X Date of activity 02-09-2019

Start time 10:30 Finish time 10.40

Straightforward topic Favourite holiday destinations

Group size 4 Details of group 2 Entry 3 and 2 Level 1

A tick in the box indicates that the assessor has confirmed that the candidate has adequately demonstrated the criterion. The assessor should write down examples that the candidate has used to demonstrate the skill.

Confirm that the candidate:	Tick box	Give examples:
SCS2 Made requests and asked concise questions using appropriate language	<input checked="" type="checkbox"/>	Candidate X shared her opinions and listened carefully to other points of view. She can be over enthusiastic at times but remembered not to interrupt.
SCS3 Communicated information and opinions clearly	<input checked="" type="checkbox"/>	In response to W's contribution. 'That sounds great. I like somewhere warm and sunny.' SCS5, (SCS6, SCS7)
SCS4 Responded appropriately to questions	<input checked="" type="checkbox"/>	'Was it expensive?' (SCS2)
SCS5 Followed and understood the main points	<input checked="" type="checkbox"/>	Z asked X where she would like to go
SCS6 Made relevant contributions	<input checked="" type="checkbox"/>	'I want to go to America. My brother went last year' (SCS4, SCS3, SCS6)
SCS7 Listened to and responded appropriately to other points of view, respecting the conventions of turn-taking	<input checked="" type="checkbox"/>	'I'd like to travel around. I've seen some photos and it looks ace.' (SCS3)  'What is your favourite place in the UK?' (SCS2)  'I agree, you need a car to get there.' (SCS6, SCS3, SCS7)

<b>Candidate</b>	<b>Signature</b> Candidate X	<b>Date</b> 02-09-2019
<b>Assessor name</b> A ASSESSOR	<b>Signature</b> A Assessor	<b>Date</b> 02-09-2019