

## General Details

Assessor or Provider Contact	Name:			
	Email:		Phone:	
	Postal:			
Moderation Date:	Moderator Name:			
Unit Standard	Title:			
	Number	Level:	Credit:	Version
Material design	<input type="checkbox"/> Connexis	<input type="checkbox"/> Commercial	<input type="checkbox"/> Assessor	<input type="checkbox"/> Provider

## Moderation Result

The assessment material is <b>approved</b>	<input type="checkbox"/>
The assessment material is <b>approved with modifications</b> as indicated.	<input type="checkbox"/>
The assessment material is <b>not approved</b> and is required to be resubmitted before use.	<input type="checkbox"/>
<b>Resubmission date:</b>	

**Comments**

**Moderator Signed:**

**Date:**

Key for Outcomes: **Sup** – Support; **Rec** – Recommend; **Mod** – Modification required

Criteria	Outcome	Comments
Connexis material: Both Trainee and Assessor packs are provided?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Non Connexis material: assessment schedule / marking guide / model answers attached?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Unit Standard title, number, version, level, credit given in full and consistent on all documents?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Assessment instructions and conditions are clear and easily understood?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Provision on material to record final assessment decision?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Explanatory notes are quoted where they impact on assessment?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Pre-requisite noted where appropriate?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Level of difficulty is appropriate to the level of the standard?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Mapping schedules – gap analysis professional discussion worksheets include all unit standards	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Mapping schedules accurately describe underpinning and naturally occurring evidence of DKO unit standards	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Level of experience required is appropriate to the level of the qualification.	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Does the assessment activity give the trainee opportunity to meet the requirements of the Unit Standard outcomes, evidence requirements and range statements?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Are the evidence statements consistent with the requirements of the assessment activity and the unit standard?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Do the judgment statements clearly describe acceptable performance levels (quantity and quality)?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
Do the evidence statements clearly describe acceptable levels of evidence required (quantity and quality)?		
Is the requirement for referee contact suitable?		
Is the requirement for professional discussion suitable?		

Will the assessment produce consistent evidence?		
Does the assessor have sufficient guidance to reach consistent assessment decisions?		
Electrical supply: Observation check sheet allows for 3, or more, observations as required?	<input type="checkbox"/> Sup <input type="checkbox"/> Rec <input type="checkbox"/> Mod	
<b>Additional Comments</b>           		

**Moderation of Trainee Assessment or Assessor Guide**

Are all ER/PCs covered in this resource  Yes  No

All unsupported, identify the reasons below:  
**Sup** – Support; **Rec** – Recommend; **Mod** – Modification required

Tasks	ER/PC	Outcome	Comments
<b>Additional Comments</b>           			