education

Department:
Education
REPUBLIC OF SOUTH AFRICA

NATIONAL CERTIFICATES (VOCATIONAL)

ASSESSMENT GUIDELINES

DRAWINGS, SETTING OUT, QUANTITIES AND COSTING

NQF Level 4

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DRAWINGS AND SETTING OUT, QUANTITIES AND COSTING – LEVEL 4

CONTENTS

SECTION A: PURPOSE OF THE SUBJECT ASSESSMENT GUIDELINES

This document provides the lecturer with guidelines to develop and implement a coherent, integrated assessment system for Drawings, Setting Out, Quantities and Costing in the National Certificates (Vocational). It must be read with the *National Policy Regarding Further Education and Training Programmes: Approval of the Documents, Policy for the National Certificates (Vocational) Qualifications at Levels 2 to 4 on the National Qualifications Framework (NQF)*. This assessment guideline will be used for National Qualifications Framework Levels 2-4.

This document explains the requirements for the internal and external subject assessment. The lecturer must use this document with the *Subject Guidelines: Drawings, Setting Out, Quantities and Costing* to prepare for and deliver Drawings, Setting Out, Quantities and Costing. Lecturers should use a variety of resources and apply a range of assessment skills in the setting out, marking and recording of assessment tasks.

SECTION B: ASSESSMENT IN THE NATIONAL CERTIFICATES (VOCATIONAL)

1 ASSESSMENT IN THE NATIONAL CERTIFICATES (VOCATIONAL)

Assessment in the National Certificates (Vocational) is underpinned by the objectives of the National Qualifications Framework (NQF). These objectives are to:

- Create an integrated national framework for learning achievements.
- Facilitate access to and progression within education, training and career paths.
- Enhance the quality of education and training.
- Redress unfair discrimination and past imbalances and thereby accelerate employment opportunities.
- Contribute to the holistic development of the student by addressing:
  - social adjustment and responsibility;
  - moral accountability and ethical work orientation;
  - economic participation; and
  - nation-building.

The principles that drive these objectives are:

- ***Integration***

To adopt a unified approach to education and training that will strengthen the human resources development capacity of the nation.

- ***Relevance***

To be dynamic and responsive to national development needs.

- ***Credibility***

To demonstrate national and international value and recognition of qualification and acquired competencies and skills.

- ***Coherence***

To work within a consistent framework of principles and certification.

- ***Flexibility***

To allow for creativity and resourcefulness when achieving Learning Outcomes, to cater for different learning styles and use a range of assessment methods, instruments and techniques.

- ***Participation***

To enable stakeholders to participate in setting out standards and co-ordinating the achievement of the qualification.

- ***Access***

To address barriers to learning at each level to facilitate students' progress.

- ***Progression***

To ensure that the qualification framework permits individuals to move through the levels of the national qualification via different, appropriate combinations of the components of the delivery system.

- ***Portability***

To enable students to transfer credits of qualifications from one learning institution and/or employer to another institution or employer.

- ***Articulation***

To allow for vertical and horizontal mobility in the education system when accredited pre-requisites have been successfully completed.

- ***Recognition of Prior Learning***

To grant credits for a unit of learning following an assessment or if a student possesses the capabilities specified in the outcomes statement.

- ***Validity of assessments***

To ensure assessment covers a broad range of knowledge, skills, values and attitudes (SKVAs) needed to demonstrate applied competency. This is achieved through:

  - clearly stating the outcome to be assessed;
  - selecting the appropriate or suitable evidence;
  - matching the evidence with a compatible or appropriate method of assessment; and
  - selecting and constructing an instrument(s) of assessment.

- ***Reliability***

To assure assessment practices are consistent so that the same result or judgment is arrived at if the assessment is replicated in the same context. This demands consistency in the interpretation of evidence; therefore, careful monitoring of assessment is vital.

- ***Fairness and transparency***

To verify that no assessment process or method(s) hinders or unfairly advantages any student. The following could constitute unfairness in assessment:

  - Inequality of opportunities, resources or teaching and learning approaches
  - Bias based on ethnicity, race, gender, age, disability or social class
  - Lack of clarity regarding Learning Outcome being assessed
  - Comparison of students' work with other students, based on learning styles and language

- ***Practicability and cost-effectiveness***

To integrate assessment practices within an outcomes-based education and training system and strive for cost and time-effective assessment.

2 ASSESSMENT FRAMEWORK FOR VOCATIONAL QUALIFICATIONS

The assessment structure for the National Certificates (Vocational) qualification is as follows:

2.1 Internal continuous assessment (ICASS)

Knowledge, skills values, and attitudes (SKVAs) are assessed throughout the year using assessment instruments such as projects, tests, assignments, investigations, role-play and case studies. The internal continuous assessment (ICASS) practical component is undertaken in a real workplace, a workshop or a "Structured Environment". This component is moderated internally and externally quality assured by Umalusi. All internal continuous assessment (ICASS) evidence is kept in a Portfolio of Evidence (PoE) and must be readily available for monitoring, moderation and verification purposes.

2.2 External summative assessment (ESASS)

The external summative assessment is either a single or a set of written papers set to the requirements of the Subject Learning Outcomes. The Department of Education administers the theoretical component according to relevant assessment policies.

A compulsory component of external summative assessment (ESASS) is the **integrated summative assessment task (ISAT).** This assessment task draws on the students' cumulative learning throughout the year. The task requires **integrated application of competence** and is executed under strict assessment conditions. The task should take place in a simulated or "Structured Environment". The integrated summative assessment task (ISAT) is the most significant test of students' ability to apply acquired knowledge.

The integrated assessment approach allows students to be assessed in more than one subject with the same integrated summative assessment task (ISAT).

External summative assessments will be conducted annually between October and December, with provision made for supplementary sittings.

3 MODERATION OF ASSESSMENT

3.1 Internal moderation

Assessment must be moderated according to the internal moderation policy of the Further Education and Training (FET) college. Internal college moderation is a continuous process. The moderator's involvement starts with the planning of assessment methods and instruments and follows with continuous collaboration with and support to the assessors. Internal moderation creates common understanding of Assessment Standards and maintains these across vocational programmes.

3.2 External moderation

External moderation is conducted by the Department of Education, Umalusi and, where relevant, an Education and Training Quality Assurance (ETQA) body according to South African Qualifications Authority (SAQA) and Umalusi standards and requirements.

The external moderator:

- monitors and evaluates the standard of all summative assessments;
- maintains standards by exercising appropriate influence and control over assessors;
- ensures proper procedures are followed;
- ensures summative integrated assessments are correctly administered;
- observes a minimum sample of ten (10) to twenty-five (25) percent of summative assessments;
- gives written feedback to the relevant quality assuror; and
- moderates in case of a dispute between an assessor and a student.

Policy on inclusive education requires that assessment procedures be customised for students who experience barriers to learning, and supported to enable these students to achieve their maximum potential.

4 PERIOD OF VALIDITY OF INTERNAL CONTINUOUS ASSESSMENT (ICASS)

The period of validity of the internal continuous assessment mark is determined by the *National Policy on the Conduct, Administration and Management of the Assessment of the National Certificates (Vocational).*

The internal continuous assessment (ICASS) must be re-submitted with each examination enrolment for which it constitutes a component.

5 ASSESSOR REQUIREMENTS

Assessors must be subject specialists and should ideally be declared competent against the standards set by the ETDP SETA. If the lecturer conducting the assessments has not been declared a competent assessor, an assessor who has been declared competent may be appointed to oversee the assessment process to ensure the quality and integrity of assessments.

6 TYPES OF ASSESSMENT

Assessment benefits the student and the lecturer. It informs students about their progress and helps lecturers make informed decisions at different stages of the learning process. Depending on the intended purpose, different types of assessment can be used.

6.1 Baseline assessment

At the beginning of a level or learning experience, baseline assessment establishes the knowledge, skills, values and attitudes (SKVAs) that students bring to the classroom. This knowledge assists lecturers to plan learning programmes and learning activities.

6.2 Diagnostic assessment

This assessment diagnoses the nature and causes of learning barriers experienced by specific students. It is followed by guidance, appropriate support and intervention strategies. This type of assessment is useful to make referrals for students requiring specialist help.

6.3 Formative assessment

This assessment monitors and supports teaching and learning. It determines student strengths and weaknesses and provides feedback on progress. It determines if a student is ready for summative assessment.

6.4 Summative assessment

This type of assessment gives an overall picture of student progress at a given time. It determines whether the student is sufficiently competent to progress to the next level.

7 PLANNING ASSESSMENT

An assessment plan should cover three main processes:

7.1 Collecting evidence

The assessment plan indicates which Subject Outcomes and Assessment Standards will be assessed, what assessment method or activity will be used and when this assessment will be conducted.

7.2 Recording

Recording refers to the assessment instruments or tools with which the assessment will be captured or recorded. Therefore, appropriate assessment instruments must be developed or adapted.

7.3 Reporting

All the evidence is put together in a report to deliver a decision for the subject.

8 METHODS OF ASSESSMENT

Methods of assessment refer to who carries out the assessment and includes lecturer assessment, self-assessment, peer assessment and group assessment.

LECTURER ASSESSMENT	The lecturer assesses students' performance against given criteria in different contexts, such as individual work, group work, etc.
SELF-ASSESSMENT	Students assess their own performance against given criteria in different contexts, such as individual work, group work, etc.
PEER ASSESSMENT	Students assess another student's or group of students' performance against given criteria in different contexts, such as individual work, group work, etc.
GROUP ASSESSMENT	Students assess the individual performance of other students within a group or the overall performance of a group of students against given criteria.

9 INSTRUMENTS AND TOOLS FOR COLLECTING EVIDENCE

All evidence collected for assessment purposes is kept or recorded in the student's PoE.

The following table summarises a variety of methods and instruments for collecting evidence. A method and instrument is chosen to give students ample opportunity to demonstrate the Subject Outcome has been attained. This will only be possible if the chosen methods and instruments are appropriate for the target group and the Specific Outcome being assessed.

	METHODS FOR COLLECTING EVIDENCE		
	Observation-based (Less structured)	**Task-based** (Structured)	**Test-based** (More structured)
Assessment instruments	• Observation • Class questions • Lecturer, student, parent discussions	• Assignments or tasks • Projects • Investigations or research • Case studies • Practical exercises • Demonstrations • Role-play • Interviews	• Examinations • Class tests • Practical examinations • Oral tests • Open-book tests
Assessment tools	• Observation sheets • Lecturer's notes • Comments	• Checklists • Rating scales • Rubrics	• Marks (e.g. %) • Rating scales (1-7)
Evidence	• Focus on individual students • Subjective evidence based on lecturer observations and impressions	**Open middle**: Students produce the same evidence but in different ways. **Open end**: Students use same process to achieve different results.	Students answer the same questions in the same way, within the same time.

10 TOOLS FOR ASSESSING STUDENT PERFORMANCE

Rating scales are marking systems where a symbol (such as 1 to 7) or a mark (such as 5/10 or 50%) is defined in detail. The detail is as important as the coded score. Traditional marking, assessment and evaluation mostly used rating scales without details such as what was right or wrong, weak or strong, etc.

Task lists and **checklists** show the student what needs to be done. These consist of short statements describing the expected performance in a particular task. The statements on the checklist can be ticked off when the student has adequately achieved the criterion. Checklists and task lists are useful in peer or group assessment activities.

Rubrics are a hierarchy (graded levels) of criteria with benchmarks that describe the minimum level of acceptable performance or achievement for each criterion. Using rubrics is a different way of assessing and cannot be compared to tests. Each criterion described in the rubric must be assessed separately. Mainly two types of rubrics, namely holistic and analytical, are used.

11 SELECTING AND/OR DESIGNING RECORDING AND REPORTING SYSTEMS

The selection or design of recording and reporting systems depends on the purpose of recording and reporting student achievement. **Why** particular information is recorded and **how** it is recorded determine which instrument will be used.

Computer-based systems, for example spreadsheets, are cost and time effective. The recording system should be user-friendly and information should be easily accessed and retrieved.

12 COMPETENCE DESCRIPTIONS

All assessment should award marks to evaluate specific assessment tasks. However, marks should be awarded against rubrics and not be simply a total of ticks for right answers. Rubrics should explain the competence level descriptors for the skills, knowledge, values and attitudes (SKVAs) that a student must demonstrate to achieve each level of the rating scale.

When lecturers or assessors prepare an assessment task or question, they must ensure that the task or question addresses an aspect of a Subject Outcome. The relevant Assessment Standard must be used to create the rubric to assess the task or question. The descriptions must clearly indicate the minimum level of attainment for each category on the rating scale.

13 STRATEGIES FOR COLLECTING EVIDENCE

A number of different assessment instruments may be used to collect and record evidence. Examples of instruments that can be (adapted and) used in the classroom include:

13.1 Record sheets

The lecturer observes students working in a group. These observations are recorded in a summary table at the end of each project. The lecturer can design a record sheet to observe students' interactive and problem-solving skills, attitudes towards group work and involvement in a group activity.

13.2 Checklists

Checklists should have clear categories to ensure that the objectives are effectively met. The categories should describe how the activities are evaluated and against what criteria they are evaluated. Space for comments is essential.

SECTION C: ASSESSMENT IN DRAWINGS, SETTING OUT, QUANTITIES AND COSTING

1 SCHEDULE OF ASSESSMENT

At NQF levels 2, 3 and 4, lecturers will conduct assessments as well as develop a schedule of formal assessments that will be undertaken in the year. All three levels also have an external examination that accounts for 50 percent of the total mark. The marks allocated to assessment tasks completed during the year, kept or recorded in a PoE account for the other 50 percent.

The PoE and the external assessment include practical and written components. The practical assessment in Drawings, Setting Out, Quantities and Costing must, where necessary, be subjected to external moderation by Umalusi or an appropriate Education and Training Quality Assurance (ETQA) body, appointed by the Umalusi Council in terms of Section 28(2) of the *General and Further Education and Training Quality Assurance Act, 2001 (Act No. 58 of 2001).*

2 RECORDING AND REPORTING

Drawings, Setting Out, Quantities and Costing, as is the case for all the other Vocational subjects, is assessed according to five levels of competence. The level descriptions are explained in the following table.

Scale of Achievement for the Vocational component

RATING CODE	RATING	MARKS %
5	Outstanding	80-100
4	Highly Competent	70-79
3	Competent	50-69
2	Not yet competent	40-49
1	Not achieved	0-39

The programme of assessment should be recorded in the Lecturer's Portfolio of Assessment for each subject. The following at least should be included in the Lecturer's Assessment Portfolio:

- A contents page
- The formal schedule of assessment
- The requirements for each assessment task
- The tools used for each assessment task
- Recording instrument(s) for each assessment task
- A mark sheet and report for each assessment task

The college must standardise these documents.

The student's PoE must include at least:

- A contents page
- The assessment tasks according to the assessment schedule
- The assessment tools or instruments for the task
- A record of the marks (and comments) achieved for each task

Where a task cannot be contained as evidence in the PoE, its exact location must be recorded and it must be readily available for moderation purposes.

ASSESSMENT OF DRAWINGS, SETTING OUT, QUANTITIES AND COSTING

LEVEL 4

3 INTERNAL ASSESSMENT OF SUBJECT OUTCOMES IN DRAWINGS, SETTING OUT, QUANTITIES AND COSTING - LEVEL 4

Topic 1: Read, interpret and produce specialised construction drawings

SUBJECT OUTCOME	
1.1 Read drawings and symbols used in working civil construction drawings.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• Symbols, dimensions and abbreviations are interpreted in terms of their functions and meanings.	• Interpret symbols, dimensions and abbreviations in terms of their functions and meanings.
• Specifications and notes are explained in terms of work requirements.	• Explain specifications and notes in terms of work requirements.
• Material lists and schedules are interpreted and explained.	• Interpret and explain material lists and schedules.
• Specialized drawings are identified and interpreted *Range: Theory is interpreted through 2D drawings.*	• Identify and interpret specialized drawings. *Range: Theory is interpreted through 2D drawings.*
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
1.2 Interpret drawings for waterproofing.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• Detail on drawings is completed according to specified requirements.	• Complete detail on drawings according to specified requirements.
• Sectional views through the walls of basement are drawn.	• Draw sectional views through the walls of basement.
• A basement with brick and mortar to show reinforcement and waterproofing is drawn. *Range: Terms include reinforcement, co-ordinates, levels, compressive and tensile strengths.* • Waterproofing includes waterproofing materials and techniques. • Basement includes reinforced strip foundations or raft foundations.	• Draw a basement with brick and mortar to show reinforcement and waterproofing. *Range: Terms include reinforcement, co-ordinates, levels, compressive and tensile strengths.* • Waterproofing includes waterproofing materials and techniques. • Basement includes reinforced strip foundations or raft foundations.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
1.3 Use drawings to interpret the structure of a building.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• Multi level floor layouts showing beam positioning are drawn.	• Draw multi level floor layouts showing beam positioning.
• Column positioning on multi level buildings are identified.	• Identify column positioning on multi level buildings.
• Retaining wall is drawn showing the foundation, reinforcement and level differential.	• Draw retaining wall showing the foundation, reinforcement and level differential.
• Reinforcement in tension and compression is identified and explained.	• Identify and explain reinforcement in tension and compression.
• Causes for cracking in concrete are explained	• Explain causes for cracking in concrete.
• The different grades for reinforcement steel are described.	• Describe the different grades for reinforcement steel.
• The compressive strength of concrete at a specified period is read and explained.	• Read and explain the compressive strength of concrete at a specified period.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
1.4 Produce civil construction drawings.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• Floor layouts for multilevel buildings according to specified requirements are drawn.	• Draw floor layouts for multi level buildings according to specified requirements.
• Sectional views of multi level buildings and retaining walls in accordance with relevant code of practice are drawn.	• Draw sectional views of multi level buildings and retaining walls in accordance with relevant code of practice.
• 2D drawings for civil construction are produced. *Range: Drawings are limited to first and third angle orthographic projection, isometric and oblique, including hidden detail and sectional views.*	• Produce 2D drawings for civil construction. *Range: Drawings are limited to first angle and projection, including hidden detail and sectional views.*
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

Topic 2: Identify, interpret and produce working reinforced concrete detail drawings

SUBJECT OUTCOME	
2.1 Identify and explain reinforced concrete detailing.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• Reinforced concrete terms are explained in terms of relevant code of practice.	• Explain reinforced concrete terms in terms of relevant code of practice.
• Different beam, slab and column configuration is drawn.	• Draw different beam, slab and column configuration.
• Different grades of steel used for reinforcing are explained.	• Explain different grades of steel used for reinforcing.
• Reinforcement in tension and compression to prevent cracking of concrete is explained.	• Explain reinforcement in tension and compression to prevent cracking of concrete.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
2.2 Show and detail beams, foundations and pile caps according to specified requirement.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• A floor layout is completed from a given diagram.	• Complete a floor layout from a given diagram.
• Beams and foundations are detailed and show longitudinal and end sections.	• Detail beams and foundations and show longitudinal and end sections.
• Pile caps are detailed and side sections are shown.	• Detail pile caps and show side sections.
• Reinforcing on detail drawings are marked with respect to beams.	• Mark reinforcing on detail drawings with respect to beams.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
2.3 Produce detailed drawings for reinforced staircases.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• Floor layouts for single flight staircases are drawn.	• Draw floor layouts for single flight staircases.
• Detailed drawings for single flight staircases are drawn.	• Draw detailed drawings for single flight staircases.
• Reinforcing is marked on detailed drawings with respect to single flight staircases.	• Mark reinforcing on detailed drawings with respect to single flight staircases.

ASSESSMENT TASKS OR ACTIVITIES
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.

Topic 3: Develop and produce computer aided drawings

SUBJECT OUTCOME	
3.1 Explain drawing terminology, procedures and processes using computer aided programmes.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• An appropriate computer hardware and software product available for drawings is described.	• Describe an appropriate computer hardware and software product available for drawings.
• Drawing office procedures and processes are explained.	• Explain drawing office procedures and processes.
• Computer aided drawing commands are explained in detail.	• Explain in detail computer aided drawing commands.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
3.2 Demonstrate the technical ability to use a computer.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• Basic computer literacy is demonstrated by using appropriate computer hardware and software correctly.	• Demonstrate basic computer literacy by using appropriate computer hardware and software correctly.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
3.3 Produce computer aided drawing to line stage.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• An appropriate computer-aided designed drawing programme and its commands to perform drawing operations are used to perform drawing operations.	• Use and apply an appropriate computer-aided designed drawing programme and its commands to perform drawing operations.
• Elevations and parameters are drawn to scale and positioned to suit design.	• Draw elevations and parameters to scale and positioned to suit design.
• Views are projected according to the requirements of the brief.	• Project views according to the requirements of the brief.
• Relevant dimensions and assemblies are constructed in accordance with final design requirements.	• Construct relevant dimensions and assemblies in accordance with final design requirements.
• Constructed drawing conforms to selected views and layout.	• Ensure constructed drawing conforms to selected views and layout.
• Drawings comply with codes of practice for construction drawings.	• Ensure drawings comply with codes of practice for construction drawings.
• Multiple sheet drawing layouts are cross referenced according to organisational requirements.	• Cross-reference multiple sheet drawing layouts according to organisational requirements.
• The data title block, layout, number type of views and reference data to suit the task is selected.	• Select the data title block, layout, number type of views and reference data to suit the task.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
3.4 Detail computer aided drawing.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• Logos and symbols are identified, produced and positioned to comply with requirements.	• Identify, produce and position logos and symbols to comply with requirements.
• Drawing notes and presentation detail is added where required by the task to comply with requirements and code of practice.	• Add drawing notes and presentation detail where required by the task to comply with requirements and code of practice.
• Drawings are saved to file according to organisational procedures.	• Save drawings to file according to organisational procedures.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
3.5 Verify detailed drawing.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• A draft copy is printed and checked against brief to ensure compliance and modifications are identified and authorised.	• Print a draft copy and check against brief to ensure compliance and modifications are identified and authorised.
• Modification of drawings is done where necessary to ensure completeness and compliance.	• Modify drawings where necessary to ensure completeness and compliance.
• Verification of drawings is done to meet job requirements.	• Verify drawings to meet job requirements.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

SUBJECT OUTCOME	
3.6 Produce hard copy of a final drawing.	
ASSESSMENT STANDARD	**LEARNING OUTCOME**
• The paper size, orientation scale and format are selected to ensure compliance with standards.	• Select the paper size, orientation scale and format to ensure compliance with standards.
• Final copy that meets brief and requirements is printed within an agreed time frame.	• Print final copy that meets brief and requirements within an agreed time frame.
• Final administrative and office procedures are carried out according to organisational requirements.	• Carry out final administrative and office procedures according to organisational requirements.
ASSESSMENT TASKS OR ACTIVITIES	
TASK BASED • Practical exercises. • Demonstrations. • Observations. **TEST BASED** • Examinations. • Class tests. • Practical examinations. • Written examinations.	

4 SPECIFICATIONS FOR EXTERNAL ASSESSMENT IN DRAWINGS, SETTING OUT, QUANTITIES AND COSTING – LEVEL 4

4.1 Integrated summative assessment task (ISAT)

A compulsory component of the external assessment (ESASS) is the **integrated summative assessment task (ISAT)**. The integrated summative assessment task (ISAT) draws on the students' cumulative learning achieved throughout the year. The task requires **integrated application of competence** and is executed and recorded in compliance with assessment conditions.

Two approaches to the integrated summative assessment task (ISAT) may be as follows:

- The students are assigned a task at the beginning of the year which they will have to complete in phases during the year to obtain an assessment mark. A final assessment is made at the end of the year when the task is completed.

OR

- Students achieve the competencies during the year but the competencies are assessed cumulatively in a single assessment or examination session at the end of the year.

The integrated summative assessment task (ISAT) is set by an externally appointed examiner and is conveyed to colleges in the first quarter of the year.

The integrated assessment approach enables students to be assessed in more than one subject with the same integrated summative assessment task (ISAT).

4.2 National Examination

A national examination is conducted annually in October or November by means of a paper(s) set and moderated externally. The following distribution of cognitive application is suggested:

LEVEL 4	KNOWLEDGE AND COMPREHENSION	APPLICATION	ANALYSIS, SYNTHESIS AND EVALUATION
	30%	60%	10%