

**MODERATOR** 

training course

NQF LEVEL 6 SAQA ID: 115759

CREDITS: 10



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## **COURSE OUTLINE**

Moderation is the process which ensures that assessment of the outcomes described in the NQF standards and qualifications is fair, reliable and valid.

The Moderator training course will further your understanding of the National Qualifications Framework (NQF), develop your Moderation skills and acquire a variety of qualifications within the fields of Education Training and Development Practices and Human Resource Development.

This unit standard is for people who conduct internal or external moderation of outcomes-based assessments.

### **DURATION**

5 DAYS

## **COURSE OBJECTIVE**

This is an in-depth course for hard working candidates wanting to enter the unparalleled excitement of working in a professional industry of trainers and educators.

Our extensive course will provide you with all the necessary skills and training for a successful career in Assessments as a Moderator.

The candidate's portfolio of evidence is compiled on the last day of the training.





## **COURSE OUTCOME**

#### UPON COMPLETION OF THIS COURSE, THE PARTICIPANTS SHOULD BE ABLE TO:

- Understand the importance of self-awareness for holistic development,
- Demonstrate understanding of moderation within the context of an outcomes based assessment system,
- Plan and prepare for moderation,
- Conduct moderation,
- Advice and support assessors,
- Report, record and administer moderation, and
- Review moderation systems and processes.

## **COURSE CONTENTS**

#### MODULE 1

- Moderation within the context of an OBE system.
- Moderation and assessment methods and activities.
- The moderator's role and responsibilities.



# COURSE CONTENTS

### **MODULE 2**

- Plan and prepare for Moderation.
- Planning the extent of moderation and methods of moderation.
- Clarifying the context of the assessments under review.
- Considering special needs.
- Planning the moderation methods and processes.
- Moderation techniques and processes.
- Sampling of assessments.

#### MODULE 3

- Conduct moderation.
- Checking and judging the assessment instruments and process.
- Confirming that special needs of learners have been provided for.
- Handling appeals against assessment decisions.
- Moderating recognition of prior learning.
- Making the moderation decision.
- Moderation checklists.
- Confirming the assessment decisions.

# COURSE CONTENTS

### **MODULE 4**

- Advise and support assessors.
- The varccs report.
- Giving feedback to assessors.

### **MODULE 5**

Report, record and administer moderation.

### **MODULE 6**

- Review moderation systems and processes.
- Using a Swot Analysis.
- Management Systems and Policies.

### **FOR BOOKINGS**

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