



Education and Culture DG

Lifelong Learning Programme



INTRODUCTION

This **tool** is a checklist designed as a questionnaire **in a team of colleagues in VET** to evaluate the quality of his set of instruments and tools (instrumentarium) used to assess competences achieved in work based learning.

Each member of the team fills in the questionnaire. Gathering this information, the team gets a clearer view on the content and the structure of his instrumentarium used in assessment: a perfect starting point for a good team discussion and **improvement** towards more quality.

GLOSSARY

Terms & **concepts** used:

- ✓ Assessment
- ✓ Competences
- ✓ Competence profile
- ✓ Instrumentarium

Links with **other tools**:

- ✓ Standards of assessment

TOOL

1. Content of the set of instruments used for assessment

Criterion	Yes/no	Notes
The set of instruments is well defined and formulated in competences and behavioral criteria		
The competences and the behavioral criteria are related to the level of the students		
The set of instruments covers the whole competence it is considered to assess.		
The situation of the assessment looks as much as possible on the future professional		

context .		
The relation between the competence, activities and assessment criteria is transparant.		

2. Structure of the set of instruments used for assessment

Criterion	Yes/No	Notes
The set of instruments is transparant and comprehensible to Students and mentors for assessment		
The assessment provides the possibility to draw-up and use a personal development plan in his field		
The structure of the assessment gives the student enough possibility to demonstrate the competences		
The set of instruments offer enough possibilities for feedback (giving & receiving).		
This set of instruments is the most reliable and cheapest way to assess the competences described.		