



*Inspire Performance*



## Course Catalogue

**For More Information Please Contact :**



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## Introduction

This is a training program to provide nominated assessors with the necessary knowledge and skills to be a competent assessor. Learners will be able to understand learning styles of the generations and cultures, essential presentation techniques, and deliver assessments that are effective for participant learning.

### Program Designed For

Trainer or individual who have the responsibility to evaluate candidates in a competence assured environment, where assessment is conducted on the candidates' evidence portfolio.

### Minimum Pax

6 pax

## Expected Learning Outcomes

By the end of the program the candidate will be trained as an assessor in assessing competence in the work environment. During the program they will gain the knowledge and skills to coach and assess candidates consistently and effectively.

## Course Contents

- Introduction to Competency Based Assessment.
- Assessment Methods: Direct/Inferred.
- Assessment Process: Plan / Judge / Decide / Feedback.
- Develop Assessment Checklist & Questions.
- Assessment Records.
- Quality assurance

### Training Duration

2 days



## Course Contents

Day 1	Day 2
Competence Assurance System	Assessment methods
Standards: Focus your people development efforts	Asking Questions : Getting the right information
Assessor's Roles	Information Management
Learning Styles : Is there only one road ?	Feedback – Objectives, feedback methods, inspiring changes
Coaching vs Teaching :When to use the right tools	Ladder of inference
Assessment Planning – who, what, when, which, where, how	Professional Discussion – Objective and importance of discussion
Input vs Output: Achieving Results	Quality assurance (QA) processes – what is QA and how assessor contributes to to QA

## Type of Certification

Certificate of Attendance by Humanoid

***Thank you***

*We look forward to serve you soon*



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