



Conduct Moderation of Outcomes Based Assessment

Handout I

NQF Terminology

<u>Term</u>	<u>Description</u>
Accreditation	Accreditation describes the processes and criteria by which the MQA will give formal recognition that an institution, body or person is competent in terms of a specific purpose, for example as an assessment agency, as an assessor, a moderator or as a provider of education and training services.
(Accredited) Provider	Any person or body (as described above) who, having met the quality assurance criteria laid down by SAQA, has been formally recognised by SAQA through the relevant Education and Training Quality Assurance Body (ETQA).
Assessor	Means the person who is registered by the Education and Training Quality Assurance Body (ETQA) in accordance with criteria established by the Standards Generating Body (SGB) to measure the achievement of specified National Qualifications Framework standards or qualifications, and “constituent assessor” has a corresponding meaning.
Assessment	Is the process of gathering and weighing evidence in order to determine whether learners have demonstrated outcomes specified in unit standards and/or qualifications registered on the NQF. The generic assessor standard registered by SAQA entitled ‘Plan and conduct assessment of learning outcomes’ outlines the process in detail. The management of assessment is the responsibility of providers.
Constituent	Means belonging to the defined or delegated constituency of an organisation or body referred to in the SAQA ETQA regulations. ETQA’s have constituent providers, constituent learners and constituent assessors.
Credit	Means that value assigned by the National Authority to ten (10) notional hours of learning.
Critical outcomes	Means those generic outcomes which inform all teaching and learning, and ‘critical cross-field education and training outcomes’ has a corresponding meaning.
Education and Training Quality	Means a body accredited in terms of section 5(1)(a)(ii) of the SAQA Act, responsible for monitoring and auditing achievements in terms of national

Assurance Body (ETQA)	standards or qualifications, and to which specific functions relating to the monitoring and auditing of national standards or qualifications have been assigned in terms of section 5(1)(b)(i) of the SAQA Act.
Elective learning	Means a selection of additional credits at the level of the National Qualifications Framework specified, from which a choice may be made to ensure that the purpose of the qualification is achieved, and 'elective' has a corresponding meaning.
ETD Practitioner	Education, Training and Development Practitioner, is a term used to include the whole spectrum of educators and trainers: teachers, trainers, facilitators, tutors, markers, lecturers, development, officers, mentors and the like.
Evidence Facilitation	Is the process by which candidates are assisted to produce and organize evidence for the purpose of assessment? It is not an essential part of every assessment process but is useful in many contexts.
Exit level outcomes	Means those defined points of learning in a qualification at which a learner may leave the programme with recognition of learning achieved.
Field	Means a particular area of learning used as an organising mechanism for the National Qualifications Framework.
Integrated assessment	Means that form of assessment which permits the learner to demonstrate applied competence and which uses a range of formative and summative assessment methods.
Internal moderation	Is the process that takes place by providers to assure that the integrity of the assessment system of education and training standards are consistent, fair and reliable.
Learning programme:	Means the combination of courses, modules or units of learning (learning materials and methodology) by which learners can achieve the learning outcomes for a qualification.
Mining Qualifications Authority (MQA)	This tripartite body is composed of State, employer and employee organisations within the mining industry established in terms of the Skills Development Act and is to advise the Sector about the creation and

	<p>maintenance of education and training standards for the mining and minerals industry.</p> <p>Generates education and training standards and qualifications for the mining and minerals sector which will be registered by SAQA on the NQF.</p> <p>Acts as the ETQA and the SETA for the mining and minerals sector.</p>
Moderation	<p>Is the process of ensuring that assessments have been conducted in line with agreed practices, and are fair, reliable and valid? The generic assessor standard registered by SAQA entitled 'Moderate assessments' outlines the process in detail. One moderator usually checks the work of several assessors to ensure consistency. The management of moderation is the responsibility of the provider.</p>
Moderating body	<p>Means a body specifically appointed by the MQA for the purpose of moderation.</p>
National Standards Body (NSB)	<p>A registered body established by SAQA, responsible for establishing education and training standards or qualifications, and to which specific functions relating to the registration of national standards and qualifications have been assigned.</p>
National Qualifications Framework (NQF)	<p>A set of principles and guidelines, by which records of learner achievement are registered to enable national recognition of acquired skills and knowledge thereby ensuring an integrated system that encourages life-long learning.</p> <p>National Unit Standard: It is a description of the end points of learning. Is the smallest unit that can be credited to a learner? It may be stand-alone but are generally forms part of a qualification. It is a statement of expectation and / or aspiration and forms the basis for the judgements or assessments that are made.</p>
Notional hours of learning	<p>Means the learning time that it is conceived it would take an average learner to meet the outcomes defined, and includes concepts such as contact time, time spent in structured learning in the workplace and individual learning</p>
Outcomes	<p>Means the contextually demonstrated end-products of the learning process</p>

Primary focus	Means that activity or objective within the sector upon which an organisation or body concentrates its efforts.
Provider	Means a body which delivers learning programmes (practical and or theoretical) which culminate in specified National Qualifications Framework standards or qualifications and manages the assessment thereof.
Quality assurance	Means the process of ensuring that the degree of excellence specified is achieved.
Quality audit	Means the process of examining the indicators which show the degree of compliance with the QMS.
Quality management system (QMS)	Means the combination of processes used to ensure that the degree of excellence specified is achieved.
Registered constituent assessor and moderator	Means a person who is registered by the MQA, in accordance with criteria established for this purpose by the ETQA to measure the achievements of specified National Qualifications Framework standards or qualifications. All ETQA's must have register of assessors. They may also wish to have similar registers of moderators and verifiers.
Registered constituent verifiers	Means persons placed on an official register by the MQA after meeting agreed criteria. Constituent verifiers may be contracted by the ETQA to carry out verification activities on its behalf in relation to the achievement of specified National Qualifications Framework standards or qualifications.
Sector	Means a defined portion of social, commercial or educational activities used to prescribe the boundaries of an Education and Training Quality Assurance Body.
Standard Generating Body (SGB)	Means a body registered in terms of section 5(1)(a)(ii) of the SAQA Act, responsible for establishing education and training standards or qualifications, and to which specific functions relating to the establishing of national standards and/or qualifications have been assigned in terms of section 5(1)(b)(i) of the SAQA Act.

<p>South African Qualifications Authority (SAQA)</p>	<p>South African Qualifications Authority was promulgated by the South African Qualifications Authority Act (No 58 of 1995), for the following purposes:</p> <p>To oversee the development of the NQF by formulating and publishing policies and criteria for the registration of bodies responsible for establishing education and training standards or qualifications,</p> <p>For the Accreditation of bodies responsible for monitoring and auditing achievements in terms of such standards and qualifications,</p> <p>To oversee the implementation of the NQF by ensuring the registration, accreditation and assignment of functions to the bodies referred to above, as well as the registration of national standards and qualifications on the framework.</p>
<p>Single purpose provider</p>	<p>A provider that offers a range of education and training programmes and DOES fit conveniently into the primary focus of a SETA.</p>
<p>Multipurpose provider</p>	<p>A provider that offers a range of education and training programmes and DOES NOT fit conveniently into the primary focus of a SETA.</p>
<p>Validation</p>	<p>The overall, broader mechanism used by an ETQA to ensure that the assessments of learners (both internal and external) are in line with national standards and qualifications and that consistency is maintained over time and across different contexts.</p>
<p>Verification</p>	<p>The process by which the recommendations from the provider about the award of credits or qualifications to learners are checked. It is an ETQA function to verify the claims of providers that assessment has been properly conducted and moderated.</p>
<p>Verification of Compliance</p>	<p>Is the process, conducted by the ETQA that takes place to assure that the integrity of the learning delivery, assessment, and moderation systems encompassed within the quality management system. The purpose thereof is to ensure that standards are applied consistently, fairly and reliably within the organisation.</p>