

Adaptation addendum

Qualification reference number(s)	Qualification title(s)
603/2955/5	NCFE Level 1/2 Technical Award in Business and Enterprise
Summary of changes	<p>V7 - 22.02.21</p> <p>The new version number is to reflect 2021 updated template layout to include further information on alternative arrangements for awarding in 2020/21. Previous version title 'AT 60329555 L12 Business & Enterprise V6'.</p>
Qualification Purpose	<p>This qualification is designed for learners who want an introduction to business and enterprise that includes a vocational and project-based element. The qualification will appeal to learners who wish to pursue a career in the business and enterprise sector or progress onto further study.</p>

Assessment adaptation

Assessment	Approach following autumn 2020 adaptations	Additional adaptations for 2020/21
	<i>What we require for this type of assessment at present, including flexibilities already introduced in autumn 2020.</i>	<i>The additional flexibilities and adaptations that will apply during 2020-21.</i>
Controlled assessment / synoptic project	<p>These assessments are completed in a set number of hours and the centre arranges supervised periods of external assessment within a set window.</p> <p>The synoptic project is externally set by NCFE, internally graded by the centre and externally quality assured by NCFE.</p> <p>We have updated our assessment variation process to allow centres to use additional test centre locations.</p>	<p>Where they can be delivered in line with public health guidelines, controlled and synoptic components will continue to proceed.</p> <p>Where assessments continue, all relevant qualification content must still be delivered, and assessment criteria met.</p> <p>To further support Centres significant adaptations have been made to the conditions of the V Cert Technical Award synoptic project, including:</p>

		<ul style="list-style-type: none">• adapted the delivery and completion conditions so that it can now be completed by students remotely• removed the requirement to complete within set hours• updated the assessment window, maintaining the same release date and extending the submission dates to allow more time for completion of the hours. <p>More information can be found here.</p> <p>Synoptic Project Deadlines Grades must be submitted on the Portal by the 31 March of the academic session of certification (please note: for the 2020/21 session, the date of submission is 30 April 2021, allowing additional time following Covid-19 disruption). If, following moderation, learners require a second submission, this must be done by 30 June 2021 of the academic session of certification in order to ensure there is adequate time for external quality assurance visit to take place and so that certificates can be claimed for performance points.</p> <p>Guidance for adaptations to the Synoptic Project Brief</p> <p>The following adaptations apply to the Synoptic project released in December 2020.</p> <p>Learners should seek support from their assessor if they have already started their project and need to change their approach, for example where they are</p>
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		<p>unable to access equipment and/or workspaces at the centre and cannot produce the evidence they were planning to submit. In these circumstances' assessors are permitted to provide guidance to students regarding how to adapt their approach to the brief.</p> <p>The project brief does not contain practical performance requirements or face to face practical observation therefore it can be undertaken remotely at home by learners.</p> <p>Learners can hand-write the business plan if they have no access to IT facilities, however, we understand there may be some concerns that learners may struggle in the production of a business plan if they do not have access to Excel (particularly for the finance plan section). In these circumstances' learners should seek further support from teachers for access to IT facilities.</p> <p>Grading Descriptors</p> <p>In the grading descriptors, for the use of the word 'complete' as a differentiator in AO4, we want to be clear to centres that 'complete' is based on the amended adaptations requirements contained within this guidance.</p> <p>The live synoptic project brief has <u>NOT</u> been updated.</p>
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Set date assessments	<p>A large number of our qualifications have external assessments that must be sat on a set date and time and at your centre.</p> <p>Previously, where assessments were timetabled for a set date and time, we:</p> <ul style="list-style-type: none"> • updated our assessment variation process to allow centres to use additional test centre locations • added additional assessment opportunities to the 2020-21 timetable 	<p>Set date and time assessments from February 2021 onwards are cancelled.</p> <p>This qualification is in scope for alternative arrangements and if required can be awarded via an assessed grade from the centre. Whilst the next phase of the Ofqual consultation continues, we will work together with Ofqual, sector partners and other awarding organisations to agree common approaches to setting minimum evidence thresholds for an assessed grade from the centre for this/these</p>

	<p>However, following the January 2021 announcement that exams were cancelled, these will only remain applicable to those exams which are used to demonstrate a practical or occupational competence, or are assessments within qualifications which are not in scope for alternative awarding arrangements.</p>	<p>qualification(s) and will confirm this by updating this addenda in April. In the meantime, teaching and learning should continue as much as possible as all completed work would form the basis of an assessed grade from the centre.</p>
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