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PRINCIPAL LEARNING LEVEL 2 ENGINEERING

F552/IT Construct Electronic and Electrical Systems

INFORMATION FOR PRESENTERS

JANUARY AND JUNE 2012



INFORMATION FOR PRESENTERS

- This document consists of **8** pages. Any blank pages are indicated.

Session 1	Organisational Instructions	Must say
<p>120 minutes are available for this session.</p> <p>The times given in this column must be adhered to.</p>	<p>Preparation of room before the assessment:</p> <p>Cover over any charts or displays that have subject related information on them i.e. component charts, circuit diagrams.</p> <p>This must be done for all sessions.</p> <p>Place a workbook in each workspace – have pens, pencils, stencils etc. available.</p> <p>At the start of the assessment:</p> <p>Direct candidates to their allocated work stations.</p> <p>Ensure all necessary equipment/components to carry out the session is available.</p> <p>Repeat this process for session 2 and session 3.</p> <p>Collect the workbooks at the end of the session and keep in a secure location.</p>	<p>This is session 1 which lasts 120 minutes (2 hours).</p> <p>Over the next 2 hours you are to complete Task 1 and Task 2 in your workbook.</p> <p>It is recommended that you spend approximately 1 hour on each task.</p> <p><i>Although you are not working in an examination hall you must still treat this activity as an examination. You should not talk unless you are told to do so by a member of staff.</i></p> <p><i>Teaching staff are here to monitor health and safety and organise the running of the challenge. Staff are not allowed to give advice or guidance about your design activity. However, you are allowed to ask for clarification if you are not sure about a task.</i></p>

Session 2	Organisational Instructions	Must say
<p>120 minutes are available for this session.</p> <p>The times given in this column must be adhered to.</p>	<p>Preparation of room before the assessment:</p> <p>Have available a full range of components and equipment that will allow the learners to complete this task.</p> <p>It is expected that candidates will be familiar with the layout of the workshop/workshop they are using.</p> <p>Have a camera and printer available for taking photographs at the end of the session.</p> <p>At the start of the assessment:</p> <p>Direct candidates to their allocated work stations.</p> <p>Ensure all necessary equipment and components to carry out the session is available.</p> <p>At the end of the session photograph the candidates prototype circuits and final circuit diagram, print them and glue them into their workbooks – a technician could help with this.</p> <p>Make a copy of the final circuit diagram.</p> <p>At the end of the session collect workbooks and copied circuit diagrams and keep in a secure location.</p> <p>Arrange for candidates to produce a circuit board for their chosen solution before the start of the next session using their copied final circuit diagram.</p>	<p>This is session 2 which lasts 120 minutes (2 hours).</p> <p>Over the next 2 hours you are to complete Task 3 Part 1.</p> <p><i>Although you are not working in an examination hall you must still treat this activity as an examination. You should not talk unless you are told to do so by a member of staff.</i></p> <p><i>Teaching staff are here to monitor health and safety and organise the running of the challenge. Staff are not allowed to give advice or guidance about your design activity. However, you are allowed to ask for clarification if you are not sure about a task.</i></p> <p>Photographs of your prototype circuits and final circuit diagram will be taken at the end of the session.</p> <p>These will be stuck into your workbooks.</p> <p>You will need a second copy of your final circuit diagram to allow you to produce a circuit board.</p> <p>At the end of the session you will be allowed to produce a circuit board for your circuit before the start of session 3 using the copy of your final circuit diagram.</p> <p>You must hand in the copied circuit diagram at the start of session 3.</p>

Session 3	Organisational Instructions	Must say
<p>120 minutes are available for this session.</p> <p>The times given in this column must be adhered to.</p>	<p>Preparation of room before the assessment:</p> <p>Have available a full range of components and equipment that will allow candidates to complete these tasks.</p> <p>It is expected that candidates will be familiar with the layout of the workshop/workshop they are using.</p> <p>Have a camera available for taking photographs at the end of the session.</p> <p>Depending on the number and type of testing equipment available, you might need to allocate time slots/a rota for learners.</p> <p>Allow for waiting time if necessary.</p> <p>At the start of the assessment:</p> <p>Direct candidates to their allocated work stations.</p> <p>Ensure candidates have anything necessary to carry out the session.</p> <p>At the end of the session photograph both sides of the candidates finished circuit and testing methods, print them off and stick them into their workbooks – a technician could help you with this.</p> <p>Collect workbooks and copied circuit diagrams at the end of the session and keep in a secure location.</p> <p>Arrange for workbooks to be internally assessed ready for external moderation.</p>	<p>This is session 3 which lasts 120 minutes (2 hours).</p> <p>Over the next 2 hours you are to complete Task 3 Part 2 and Task 4.</p> <p><i>Although you are not working in an examination hall you must still treat this activity as an examination. You should not talk unless you are told to do so by a member of staff.</i></p> <p><i>Teaching staff are here to monitor health and safety and organise the running of the challenge. Staff are not allowed to give advice or guidance about your design activity. However, you are allowed to ask for clarification if you are not sure about a task.</i></p> <p>There is a camera available for taking photographs during this session.</p> <p>At the end of the session photograph both sides of your finished circuit and testing methods and glue them into your workbook.</p> <p>If you have to wait to use any of the equipment you will be allowed extra time at the end of the session.</p> <p>Any additional photographs and other supporting material can be attached to page 11 in your workbook.</p>

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