

Please read the instructions printed at the end of this form. **One** of these sheets, suitably completed, should be attached to the assessed work of **each** candidate

Unit Title	11 Managerial and supervisory roles			Unit Code	F250	Session		Year	
Centre Name							Centre Number		
Candidate Name							Candidate Number		
Evidence: You produce a report showing how an individual approaches her/his current managerial/supervisory role within an appropriately-sized business of your choice.									
Criteria						Teacher Comment			Page No.
AO1.1: You identify the different types of management/supervisory functions, the different types of management/supervisory styles, appropriate management theories and the factors influencing the effectiveness of a management/supervisory role; much of your evidence requires further clarification and elaboration; <p style="text-align: right;">[0 1 2 3]</p>	AO1.2: you demonstrate a sound understanding of the management/supervisory functions, the different types of management/supervisory styles, appropriate management theories and the factors influencing the effectiveness of a management/supervisory role; however your evidence, at times, does not demonstrate sufficient depth; <p style="text-align: right;">[4 5 6]</p>	AO1.3: you demonstrate a clear and comprehensive understanding of the management/supervisory functions, the different types of management/supervisory styles, appropriate management theories and the factors influencing the effectiveness of a management/supervisory role; your evidence displays both breadth and depth. <p style="text-align: right;">[7 8 9]</p>				Mark			
						[0 1 2 3]			[4 5 6]
AO2.1: Your report is over-theoretical with only a basic attempt to apply it to the chosen business context; <p style="text-align: right;">[0 1 2 3 4 5]</p>	AO2.2: your report is applied to the chosen business context; <p style="text-align: right;">[6 7 8 9 10]</p>	AO2.3: you target your report to the specific requirements of the chosen business context. <p style="text-align: right;">[11 12 13 14]</p>				Mark			
						[0 1 2 3 4 5]			[6 7 8 9 10]

Criteria			Teacher Comment	Page No.
<p>AO3.1: Your analysis and interpretation of your research is limited in scope and does little to inform the development of your report; your synthesis of gathered data is weak, with little evidence of integrated or strategic thinking;</p> <p style="text-align: right;">[0 1 2 3 4]</p>	<p>AO3.2: your analysis and interpretation of your research is sound, informing the development of your report; your synthesis of gathered data is sound, with evidence of integrated and strategic thinking;</p> <p style="text-align: right;">[5 6 7 8]</p>	<p>AO3.3: your analysis and interpretation of your research is thorough and comprehensive and there is an extensive focus on targeting your research and analysis into the development of your report; your synthesis of material is comprehensive, with frequent demonstration of integrated and strategic thinking.</p> <p style="text-align: right;">[9 10 11 12]</p>	Mark	
<p>AO4.1: Your evaluation of the factors which can influence the environment in which a manager/supervisor performs her/his role is limited; you make no real attempt to prioritise evidence or to select appropriate lines of argument from information contained within either your written report or your research and analysis, resulting in weak, unsupported conclusions; you demonstrate limited clarity and coherence with only basic use of business terminology – errors of grammar, punctuation and spelling may be noticeable and intrusive;</p> <p style="text-align: right;">[0 1 2 3 4 5]</p>	<p>AO4.2: your evaluation of the factors which can influence the environment in which a manager/supervisor performs her/his role is sound; your evidence is prioritised with appropriate lines of argument selected and presented from information contained within both your written report and your research and analysis, resulting in sound conclusions; you demonstrate clarity and coherence with appropriate use of business terminology – there may be occasional errors of grammar, punctuation and spelling but these are not intrusive;</p> <p style="text-align: right;">[6 7 8 9 10]</p>	<p>AO4.3: your critical evaluation of the factors which can influence the environment in which a manager/supervisor performs her/his role is comprehensive and in-depth; your evidence is effectively prioritised with appropriate lines of argument selected and presented from information contained within both your written report and your research and analysis, resulting in reasoned, appropriate logical conclusions; you demonstrate clarity, coherence and fluency with effective and confident use of appropriate business terminology – there are few, if any, errors of grammar, punctuation and spelling;</p> <p style="text-align: right;">[11 12 13 14 15]</p>		
Total/50				
If this work is a re-sit, please tick <input type="checkbox"/>	Session and Year of previous submission	Please tick to indicate this work has been standardised internally <input type="checkbox"/>		

Please note: This form may be updated on an annual basis. The current version of this form will be available on the OCR website (www.ocr.org.uk).

Guidance on Completion of this Form

- 1 **One** sheet should be used for each candidate.
- 2 Please ensure that the appropriate boxes at the top of the form are completed.
- 3 Please enter *specific* page numbers where evidence can be found in the portfolio, and where possible, indicate to which part of the text in the mark band the evidence relates.
- 4 Circle the mark awarded for each strand of the marking criteria in the appropriate box and also enter the circled mark in the final column.
- 5 Add the marks for the strands together to give a total out of 50. Enter this total in the relevant box.