

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	8 Working overseas				Unit Code	G727	Session	Year
Centre Name						Centre Number		
Candidate Name						Candidate Number		
Evidence: You need to investigate the roles and responsibilities of working overseas and get involved in real or simulated situations in a chosen destination.								
Criteria					Teacher Comment			Page No.
AO1.1: You describe overseas-employment opportunities in the industry, with limited valid examples of organisations offering employment and with some identification of personal qualities necessary for working overseas; your description is brief, showing little knowledge and understanding, and there are some omissions and inaccuracies in opportunities, examples and personal qualities; <p style="text-align: right;">[0 1 2 3 4 5]</p>	AO1.2: you describe job opportunities overseas, demonstrating knowledge and understanding of the range of opportunities available, and your evidence comes from a range of relevant companies offering employment opportunities; there may be some omissions in identification of personal qualities necessary for working overseas; <p style="text-align: right;">[6 7 8 9 10]</p>	AO1.3: you demonstrate knowledge and understanding of the opportunities available for working overseas and you describe a wide range of job opportunities, together with the companies that offer them; there are no omissions in identification of personal qualities necessary for working overseas. <p style="text-align: right;">[11 12 13 14 15]</p>						
								Mark
AO2.1: You apply some knowledge and understanding of the legislation concerning tour operators and their customers when overseas, with limited explanation of the relevant laws and acts, and showing little understanding of working practices in relation to these acts; your use of terminology is not always accurate and written communication lacks detail in accuracy and content; <p style="text-align: right;">[0 1 2 3 4 5]</p>	AO2.2: you demonstrate an understanding of the importance of the law on overseas working practices, using industry examples to illustrate your findings, and your evidence shows a command of specialist language; you present materials suitably with appropriate use of some terminology and your understanding is conveyed through use of appropriate language; <p style="text-align: right;">[6 7 8 9]</p>	AO2.3: you apply your knowledge and understanding of all legal implications when working overseas effectively and your evidence is logically and clearly presented, with use of industrial terminology; you present your work logically, showing use of appropriate terminology, and your meaning is clear and accurately conveyed. <p style="text-align: right;">[10 11 12 13]</p>						
								Mark

Criteria			Teacher Comment	Page No.
<p>AO3.1: You use some research from limited sources to attempt analysis of the key functions of both administrative and operational tasks involved in working overseas; there may be references to all relevant sections, however, this may be brief in parts, showing a lack of understanding of the importance of certain aspects of the roles; there are some minor omissions and inaccuracies;</p> <p style="text-align: right;">[0 1 2 3 4]</p>	<p>AO3.2: you demonstrate your ability to use research from a variety of sources to analyse the specific key features of both administrative and operational working practices, which include procedures to deal with complex situations; your work shows an understanding of the demands of the role;</p> <p style="text-align: right;">[5 6 7 8]</p>	<p>AO3.3: you use research from a broad range of sources to produce a thorough account of working practices that presents an analysis of all administrative and operational functions, including dealing with complex situations; your evidence conveys a strong sense of industrial practice, with evidence of thorough research.</p> <p style="text-align: right;">[9 10 11 12]</p>		
<p>AO4.1: You attempt an evaluation of your own performance prior to, and during, the 'Welcome Party' (simulated or real), making limited recommendations for improvement; some may be unrealistic;</p> <p style="text-align: right;">[0 1 2 3 4]</p>	<p>AO4.2: you evaluate your own performance prior to, and during, the delivery of the 'Welcome Party', making limited but realistic recommendations for improvement; you make use of relevant examples to highlight given situations;</p> <p style="text-align: right;">[5 6 7]</p>	<p>AO4.3: you provide an evaluation of your own performance prior to, and during, the delivery of the 'Welcome Party', making a realistic justification for your approach and identifying recommendations for improvement.</p> <p style="text-align: right;">[8 9 10]</p>		
Total/50				
If this work is a re-sit, please tick	Session and Year of previous submission		Please tick to indicate this work has been standardised internally	

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.