

**Leisure and Tourism****B184 Meeting Customer Needs in the Leisure and Tourism Industries****Unit Recording Sheet**

<i>Centre number</i>						<i>Series and year</i>	
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<i>Centre name</i>	
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<i>Candidate name</i>		<i>Candidate number</i>				
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Please fill out the mark awarded against each assessment objective for each investigation and comment on why the mark has been awarded.

<b>Task 1</b>	<b>Page Location</b>	<b>Max Mark</b>	<b>Mark Awarded</b>
<b>AO2</b>		<b>6</b>	
<b>Task 3</b>			
<b>AO1</b>		<b>6</b>	
<b>Task 4</b>			
<b>AO1</b>		<b>4</b>	
<b>AO2</b>		<b>6</b>	

<b>Task 5</b>	<b>Page Location</b>	<b>Max Mark</b>	<b>Mark Awarded</b>
<b>AO1</b>		<b>6</b>	
<b>AO2</b>		<b>12</b>	
<b>Task 6</b>			
<b>AO3</b>		<b>6</b>	
<b>Tasks 7 and 8</b>			
<b>AO3*</b>		<b>14</b>	
	<b>Overall Mark (max 60)</b>		

0 marks = no evidence submitted or work submitted does not address assessment objective

\* = This assessment objective includes assessment of quality of written communication

**Level 1:** Quality of written communication demonstrates limited clarity and coherence with basic use of correct terminology. Errors of grammar, punctuation and spelling may be noticeable and intrusive.

**Level 2:** Quality of written communication demonstrates clarity and coherence with appropriate use of correct terminology. There may be occasional errors of grammar, punctuation and spelling but these are not intrusive.

**Level 3:** Quality of written communication demonstrates clarity, coherence and fluency with effective and confident use of appropriate terminology. There are few, if any, errors of grammar, punctuation and spelling.

#### **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 Add the marks for the assessment objectives together to give a total out of 60. Enter this total in the relevant box.