



iBSL
Institute of British Sign Language

'Promoting Quality in British Sign Language'

Coursework File (Level 2)

LEARNER DETAILS

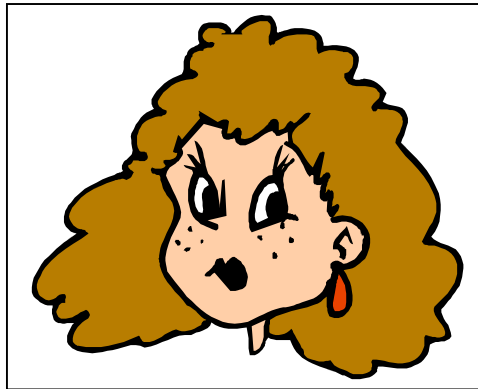
Full Name of Learner:
(this will appear on the certificate)

Centre:

Unique Learner Number:

Qualification Title:

Photo of Learner(for ID purposes):



Statement of Authenticity:

I confirm that all the work presented in this coursework file is my own work.

Signed: (Learner)

Signed: (Teacher/Assessor)

LEARNER AGREEMENT AND STATEMENT OF NEEDS

The learner should confirm their learning agreement with their centre which should state they have received the following:-

1. Learning Agreement.
2. Induction Material including Complaints, Appeals and Equal Opportunities policies.
3. Reasonable Adjustment
4. Qualification Specification

Signed: (Learner)

Signed: (Teacher/Assessor)

Date:

LEARNER RECORD SHEET

The learner and teacher/Assessor should maintain this record of their progress and achievements. (All must be achieved for a PASS in the qualification)

<i>File No</i>	<i>Assessment Description</i>	<i>When achieved</i>	<i>Signed by Teacher/Assessor</i>
1	Receptive Result sheet for Assessment IBSL2A1 (to be supplied by IBSL)		
2	Filmed evidence and Learner Record Form for Receptive Assessment of IBSL2A2 (Mark Sheet 1)		
3	Filmed evidence and Learner Record Form for Production Assessment of IBSL2A2 plus research notes & glossary. (Mark Sheet 2)		
4	Filmed evidence and Learner Record Form for IBSL2A3		
5	The result of the Moderated Assessment for IBSL2A4 will be issued by IBSL within six weeks of the date of Assessment.		

Signed: (Learner)

Signed: (Teacher/Assessor)

This is to confirm that

John Smith
ULN 3334455566

Has achieved a Pass in the Receptive Skills Assessment IBSL2A1
With a mark of 76%

Signed: **Amanda Twogood**
Administrator, Institute of British Sign Language

Date: 22 January 2011

Sample:

The Learner will get a similar sheet

INSTITUTE OF BSL

Learner Assessment Record for Level 2 Certificate in BSL Studies (*IBSL2A2 only*)

Learner Name					Learner No.	
Centre No		Assessment No.		DVD Ref:		Date

Both Reception & Production: the Learner is able to understand and use/know

	3	2	1	0
1 VOCABULARY, SET PHRASES/COMMON WORDS/CONNECTORS IN EVERYDAY & WORK USE				
2 POLITE WAYS TO EXPRESS FORMS OF ADDRESS (e.g. greetings, leave-taking &c.)				
3 POLITE WAYS TO EXPRESS FEELINGS (e.g. wishes, gratitude, regret, apology &c.)				
4 POLITE WAYS TO EXPRESS AGREEMENT/DISAGREEMENT (e.g. Sorry, but I disagree..)				
5 ROUTINE NUMERICAL TERMS (E.G. all numbers, time, dates, quantity)				
6 THE MOST COMMON WAYS TO EXPRESS THE PAST, PRESENT & FUTURE				
7 ROUTINE POSITIVE & NEGATIVE STATEMENTS (e.g. I can't do it/of course you can!)				
8 ALL COMMON QUESTION FORMS & STRUCTURES (e.g. did you? have you? what happened?)				

Additionally, in Production: the Learner is able to use...

9. COMMON WAYS TO ASK PERMISSION (e.g. Can I ask you...?)				
10. COMMON WAYS TO GIVE INSTRUCTIONS (e.g. Please sit down)				
11. ACCURATE FINGERSPELLING & HANDSHAPES.				
12. CLEAR PRONOUNCATION OF BSL				

Overall: Learner is able to/has...

13. USE KEY NON-VERBAL CULTURAL CONVENTIONS (spatial distance, touch, eye contact etc.)				
14. NARRATE INFORMATION OR DESCRIPTIONS IN PROPER SEQUENCE				
15. RESPOND APPROPRIATELY TO QUESTIONS FROM THE AUDIENCE				
16. ATTACHED RESEARCH NOTES AND COMPLETED A GLOSSARY				
17. USE REFERENCE SOURCES TO FIND OUT OR CHECK MEANING OR ACCURACY				

Result	Timing (Tick)	No. of "0" Boxes	Benchmark	Actual	Pass/Fail
Overall			28		

Assessor Name & Signature		Assessor Ref	
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This file number is reserved for the Learner's
2A2 research papers and glossary

INSTITUTE OF BSL

Learner Assessment Record for Level 2 Certificate in BSL Studies (*IBSL2A3only*)

Learner Name					Learner No.	
Centre No		Assessment No.		DVD Ref:		Date

Both Reception & Production: the Learner is able to understand and use/know

	3	2	1	0
1 VOCABULARY, SET PHRASES/COMMON WORDS/CONNECTORS IN EVERYDAY & WORK USE				
2 POLITE WAYS TO EXPRESS FORMS OF ADDRESS (e.g. greetings, leave-taking &c.)				
3 POLITE WAYS TO EXPRESS FEELINGS (e.g. wishes, gratitude, regret, apology &c.)				
4 POLITE WAYS TO EXPRESS AGREEMENT/DISAGREEMENT (e.g. Sorry, but I disagree..)				
5 ROUTINE NUMERICAL TERMS (E.G. all numbers, time, dates, quantity)				
6 THE MOST COMMON WAYS TO EXPRESS THE PAST, PRESENT & FUTURE				
7 ROUTINE POSITIVE & NEGATIVE STATEMENTS (e.g. I can't do it/of course you can!)				
8 ALL COMMON QUESTION FORMS & STRUCTURES (e.g. did you? have you? what happened?)				

Additionally, in Production: the Learner is able to use...

9. COMMON WAYS TO ASK PERMISSION (e.g. Can I ask you...?)				
10. COMMON WAYS TO GIVE INSTRUCTIONS (e.g. Please sit down)				
11. ACCURATE FINGERSPELLING & HANDSHAPES.				
12. CLEAR PRONOUNCIATION OF BSL				
Overall: Learner is able to				
13. USE KEY NON-VERBAL CULTURAL CONVENTIONS (spatial distance, touch, eye contact etc.)				
14. MAINTAIN A DIALOGUE WITH APPROPRIATE FLOW , FLUENCY & TURNTAKING TECHNIQUES				
15. USE REFERENCE SOURCES TO FIND OUT OR CHECK MEANING OR ACCURACY				

Result	Timing (Tick)	No. of "0" Boxes	Benchmark	Actual	Pass/Fail
Overall			24		

Assessor Name & Signature		Assessor Ref	
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INSTITUTE OF BSL
EXTERNAL MODERATION SHEET

This is to confirm that this Coursework File, and its contents, have been subject to an External Moderation, and meet the standards required for Level 2.

Results for Assessment Task no. 5 (which is a 'Live' Observation by myself as External Moderator) will be issued by IBSL Head Office within the next 6 weeks together with the final Qualification Result.

Signed: *Samantha Adams*

(External Moderator)

Date: *6th June 2011*

Sample:

The Learner will get a similar sheet