

<b>Course Basic Assessor Training</b>	
This course aims to provide candidates with the basic skills to perform the tasks involved in conducting workplace assessment for all standards based assessment including NZQA unit standards. Holding unit standard 4098 is a requirement for Industry Training Organisations (ITO's) to consider a person's application for accreditation as an industry assessor.	
<b>Course Prerequisites (all options)</b>	Pre- booking prior to attending your course.
<b>Option 1</b>	<b>Unit Standard 4098</b> - One and a half days classroom theory covering planning, conduct, administration & review of assessment. Post course assessment tasks to be completed (plan, conduct, administer and review two assessments). Documentary evidence is to be submitted to course tutor for assessment (assessment guide is provided for these tasks).
<b>Option 2</b>	<b>Unit Standards 4098 &amp; 11281</b> - One and a half days classroom theory covering preparation of candidates for assessment, planning, conduct, administration & review of assessment followed by post course assessment tasks. Post course assessment tasks to be completed for unit 4098: plan, conduct, administer and review two assessments. Post course assessment tasks for unit 11281: Prepare two candidates for assessment. Documentary evidence is to be submitted to course tutor for assessment (assessment guide is provided for these tasks).
<b>Option 3</b>	<b>Unit standards 4098, 11281 &amp; 18203</b> – two day classroom theory covering verification of candidate evidence for assessment, preparation of candidates for assessment, planning, conduct, administration & review of assessment followed by post course assessment tasks. Post course assessment tasks to be completed for unit 4098: plan, conduct, administer and review two assessments. Post course assessment tasks for unit 11281: Prepare two candidates for assessment. Post course assessment tasks for unit 18203: plan for evidence verification, verify candidate evidence and complete appropriate documentation. Documentary evidence is to be submitted to course tutor for assessment (assessment guide is provided for these tasks).
<b>Upon Successful Completion</b>	On successful completion of all post course assessment tasks the candidate will be notified by email to which will be attached a completion certificate. The record will be passed to PassRite main office for update of candidates NZQA record of learning.

<b>Course Design Assessment – Unit Standard 11552</b>	
This course aims to develop the assessment skills of candidates who have attended one of the basic assessor training course options into the function of producing assessment tasks and all related documentation to be used by assessors to carry out assessments on behalf of an organisation.	
<b>Course Prerequisites</b>	<ol style="list-style-type: none"> <li>1. Have attended a course or completed assessment for unit standard 4098.</li> <li>2. Pre- booking prior to attending your course.</li> </ol>
<b>Option 1</b>	Attend a one day classroom theory course and complete the following post course assessment tasks: Design and evaluate two assessment designs for two different standards. Documentary evidence is to be submitted to the course tutor for assessment. An assessment evidence guide is provided to each candidate.
<b>Upon Successful Completion</b>	On successful completion of all post course assessment tasks the candidate will be notified by email to which will be attached a completion certificate. The record will be passed to PassRite main office for update of candidates NZQA record of learning.

<b>Course Moderate Assessment – Unit Standard 11551</b>	
This course aims to further develop the skills of candidates who have attended both basic and design assessment courses into the area of assessment moderation (quality assurance of assessment). This function, carried out on behalf of organisations (including standard setting bodies), is to ensure the consistency of assessment design and consistency of assessor practice and decision making.	
<b>Course Prerequisites</b>	<ol style="list-style-type: none"> <li>1. Have attended a course or completed assessment for unit standard 4098.</li> <li>2. Have attended a course or completed assessment for unit standard 11552.</li> <li>3. Pre-booking prior to attending your course.</li> </ol>
<b>Option 1</b>	Attend a one day classroom theory course and complete the following post course assessment tasks: <ol style="list-style-type: none"> <li>1. Moderate two assessment designs.</li> <li>2. Moderate four assessment decisions.</li> </ol> Documentary evidence is to be submitted to the course tutor for assessment. An assessment evidence guide is provided to each candidate.
<b>Upon Successful Completion</b>	On successful completion of all post course assessment tasks the candidate will be notified by email to which will be attached a completion certificate. The record will be passed to PassRite main office for update of candidates NZQA record of learning.

<b>Course On-Job Trainer – Unit Standard 7108</b>	
The aim of this course is to introduce candidates who are currently, or are planning to become workplace trainers to issues surrounding the planning of training, conduct and review of on-job training sessions. The course will also introduce to candidates the subject of adult learning styles and how these may affect their trainees learning.	
<b>Course Prerequisites</b>	Pre- booking prior to attending your course.
<b>Option 1</b>	Two day classroom theory course and complete the following post course tasks: Plan, conduct and review three on-job training sessions for a single trainee. Each session is to be not less than 30 minutes duration. Documentary evidence is to be submitted to the course tutor for assessment. An assessment evidence guide is provided to each candidate.
<b>Upon Successful Completion</b>	On successful completion of all post course assessment tasks the candidate will be notified by email to which will be attached a completion certificate. The record will be passed to PassRite main office for update of candidates NZQA record of learning.

<b>Course Interactive Group Training For Adult Learners</b>	
The aim of this course is to cover the skills required for trainers to plan, facilitate and review interactive group learning sessions for adult learners. The course will also include examination of adult learning styles, group interaction, resourcing issues and their implications for delivery and assessment of learner achievement. <b>Note: 7097 is now a level 6 paper and is a learner lead session. Where the learners must lead the teaching sessions, we would recommend replacing it with 17975 (see below) to make more achievable.</b>	
<b>Course Prerequisites</b>	Pre- booking prior to attending your course.
<b>Option 1</b>	<b>Unit Standard 7097</b> – Attend a two day classroom theory course. Complete the following assessment tasks: Plan, facilitate and review three interactive group learning sessions for not less than three adult learners. Each session is to be not less than 30 minutes duration. Documentary evidence is to be submitted to the course tutor for assessment. An assessment evidence guide is provided to each candidate.
<b>Option 2</b>	<b>Unit Standards 7097 &amp; 7091</b> – Attend a two day classroom theory course and complete the following assessment tasks for unit 7097: Plan, facilitate and review three interactive group learning sessions for not less than three adult learners. Each session is to be not less than 30 minutes duration. Complete the following assessment tasks for unit 7091: Identify diverse cultural needs and establish a culturally safe and inclusive learning environment. Documentary evidence is to be submitted to the course tutor for assessment. An assessment evidence guide is provided to each candidate.

<b>Upon Successful Completion</b>	On successful completion of all post course assessment tasks the candidate will be notified by email to which will be attached a completion certificate. The record will be passed to PassRite main office for update of candidates NZQA record of learning.
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<b>Course Interactive Group Learning For Trainee Drivers</b>	
<b>Recommended unit standard for 7097</b>	
The aim of this course is to cover the skills required for trainers to plan, conduct and review interactive group driver learning sessions. The course will also include examination of learning styles, group interaction, resourcing issues and their implications for delivery and assessment of learner achievement.	
<b>Course Prerequisites</b>	Pre- booking prior to attending your course.
<b>Option 1</b>	<b>Unit Standard 17975</b> – Attend a two day classroom theory course. Complete the following assessment tasks: Plan, facilitate and review an interactive group driver learning session for not less than three learners. Documentary evidence is to be submitted to the course tutor for assessment. An assessment evidence guide is provided to each candidate.
<b>Upon Successful Completion</b>	On successful completion of all post course assessment tasks the candidate will be notified by email to which will be attached a completion certificate. The record will be passed to PassRite main office for update of candidates NZQA record of learning.