

T Level Technical Qualification in Management and Administration (8715-30)

8715-033 Core: Employer-Set Project Task 2.2 **Evaluation Summer 2023**



A City & Guilds Group Collaboration

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Task 2.2 – Evaluation

In line with your project plan-on-a-page, provide a written summary statement reflecting on and evaluating your project, considering your own performance and behaviours. You must consider:

- Whether all key project outcomes were achieved.
- Whether there were any steps taken during the project that you would change next time.
- Whether on reflection, your project plan-on-a-page would be the most suitable approach to use to implement the project.
- How well your completed project and proposed solution met the requirements of the brief.
- Whether your presentation to the Operations Director on your proposed solution was successful, including anything you would change next time.
- Whether the group discussion to solve the issues facing the organisation was successful, including anything about your own contribution that you would change next time.

The word count for the written summary statement is approximately 1000 words.

Timing of assessment

• You will have **3.5 hours** in total to complete this task.

Conditions of assessment

- You must complete this working on your own, under controlled conditions.
- You will have access to copies of all your submitted evidence for the other tasks.

What you must submit on completion of this task

• Written summary statement (approximately 1000 words) – hard copy or file saved securely (as per guidance from your tutor).

Additional evidence of your performance that will be captured for marking

• N/A



Get in touch

City & Guilds Technicals Quality Team

We are here to answer any queries you may have regarding your T Level Technical Qualification delivery.

Should you require assistance, please contact us using the details below:

T: 0300 303 53 52 (Monday - Friday | 08:30 - 17:00 GMT)

E: technicals.quality@cityandguilds.com

W: cityandguilds.com/tlevels

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