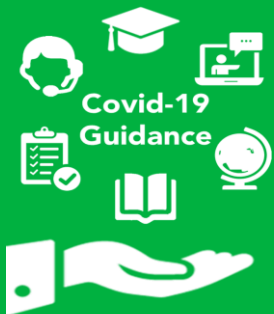


2020 - 2021 Adaptations Automotive and Transport Maintenance

For the period of:
September 2020– Summer 2021





Version	Amendment type	Section
1.0 (October 2020)	Document created and published	All
1.1 (November 2020)	<p>Minor clarification on learners in scope</p> <p>'Good practice tips' added when considering remote observation of performance and clarification on units that can be assessed through remote assessment for the following competency-based qualifications:</p> <ul style="list-style-type: none"> • 600/1196/8 4150-02 City & Guilds Level 2 Diploma in Vehicle Parts Competence • 500/9975/9 4270-12 City & Guilds Level 2 Diploma in Light Vehicle Maintenance & Repair Competence • 501/0017/8 4270-13 City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Competence • 501/0745/8 4270-22 City & Guilds Level 2 Diploma in Heavy Vehicle Maintenance and Repair Competence • 500/9984/X 4270-23 City & Guilds Level 3 Diploma in Heavy Vehicle Maintenance and Repair Competence • 500/9990/5 4270-32 City & Guilds Level 2 Diploma in Motorcycle Maintenance & Repair Competence • 501/0023/3 4270-33 City & Guilds Level 3 Diploma in Motorcycle Maintenance and Repair Competence • 501/0322/2 4270-52 City & Guilds Level 2 Diploma in Vehicle Fitting Competence • 501/0022/1 4271-12 City & Guilds Level 2 Diploma in Accident Repair - Body Competence • 500/9987/5 4271-22 City & Guilds Level 2 Diploma in Accident Repair Paint Competence • 500/9991/7 4271-13 City & Guilds Level 3 Diploma in in Accident Repair Body Competence • 500/9988/7 4271-23 City & Guilds Level 3 Diploma in Accident Repair Paint Competence • 501/0128/6 4271-33 City & Guilds Level 3 Diploma in Accident Repair MET Competence • 600/6443/2 4271-43 City & Guilds Level 3 Diploma In Vehicle Damage Assessor Competence 	<p>Introduction – 'scope of learners'</p> <p>Qualifications adaptations</p>



Introduction

The Covid-19 pandemic caused significant disruption to the summer 2020 assessment series.

City & Guilds, working in consultation with regulators and other awarding bodies, adopted several mitigation options to ensure that affected learners received a valid and reliable result for assessments they were unable to sit. These were either estimated grades, adapted assessment or delayed assessment until they could be sat safely.

As we move into the 2020/21 academic year, we recognise that the ongoing nature of this pandemic will likely cause further disruptions for learners and centres. The observation of government guidance will bring additional challenges for the administration of assessments

For the academic year 2020/21, centres should plan to, and wherever possible, deliver all assessments in line with the requirements set out in City & Guilds handbooks and assessment materials.

Where this is not possible City & Guilds have devised adaptation guidance. This will provide details of what adaptations can be used to provide centres and learners with flexibility to support the delivery of assessment during these challenging times.

This document sets out the qualification specific adaptations available and the conditions for their adoption. This document has been designed to complement the **City & Guilds Qualification assessment adaptation guidance** document which can be found on City & Guilds COVID-19 webpages.

What is adaptation?

Adaptations should only apply if a learner(s) is not able to be assessed in the way the assessment design intended. The adaptations are in relation to the conditions and controls for assessments, the delivery of the assessments, or in some instances the assessment methodology. This document specifies the adaptations that are permitted and the qualifications and assessments to which they apply. Where an adaptation is permitted it is indicated by '✓' and where there is no adaptation permitted or needed it is indicated by '×'.

Centres are not permitted to make any further adaptation to the assessments beyond what is set out in this document.

Scope of learners

The adaptations within this document are **ONLY** available to learners who meet the following criteria:

- Are undertaking their assessment in the United Kingdom or Republic of Ireland
- Are scheduled to complete their qualification or assessments during the 2020/21 academic year

Please note these adaptations do not apply to international or End-point Assessment products.



Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/2304/1	2463-02	City & Guilds Level 2 Certificate in Marine Construction, Systems Engineering and Maintenance
600/2306/5	2463-03	City & Guilds Level 3 Diploma in Marine Construction, Systems Engineering and Maintenance

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone Externally marked Evolve test	201-203 301 - 303	✓ Remote invigilation only
Centre marked assignment for knowledge and understanding	204-213 304-315	✓ Remote assessment only
Assessment tasks for practical skills		×

What adaptations to assessments are permitted?

For e-volve tests:

Remote invigilation is available, please see the latest guidance on the Covid-19 section of the City & Guilds website for more information <https://www.cityandguilds.com/covid-19/>

Centre marked assignment for knowledge and understanding

Knowledge based assignments can be delivered remotely, provided the centre has software or a process that maintains the security of the assessment materials, generates evidence that can be retained by the centre and authenticates that the responses are the learners own.

Please refer to section 3 'Remote assessment and remote invigilation' of our 'Qualification assessment adaptation guidance' document available from <https://www.cityandguilds.com/covid-19>



Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
603/0348/7	2473-02	City & Guilds Level 2 Diploma in Boatbuilding (Foundation)
603/3369/8	2473-03	City & Guilds Level 3 Diploma in Boatbuilding (Advanced)
603/2237/8	2473-12	City & Guilds Level 2 Diploma in Marine Engineering (Foundation)
603/4726/0	2473-13	City & Guilds Level 3 Diploma in Marine Engineering (Advanced)

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone. Externally marked Evolve test	201-202, 208 301, 302, 351, 352	✓ Remote invigilation only
Centre marked assignment for knowledge and understanding	203-207, 209-210 304-307, 353-355	✓ Remote assessment only
Assessment tasks for practical skills		×

What adaptations to assessments are permitted?

For e-volve tests:

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Centre marked assignment for knowledge and understanding

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**Adaptations for:**

QAN	City & Guilds qualification number	City & Guilds qualification title
601/8128/X	3415-13	Level 3 Certificate of Professional Competence for Transport Managers (Road Haulage)
NA	3415-14	Level 3 Certificate and Diploma in Commercial Vehicle Fleet Management

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone. Externally marked Evolve test (on-demand)	397	✓ Remote invigilation only
Assessments for knowledge and understanding alone. Dated entry written examination	399	×
Assessments for knowledge and understanding alone Centre devised assignments	304-310	×

What adaptations to assessments are permitted?**For e-volve tests:**

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
601/8981/2	3428-02	City & Guilds Level 2 Award in MOT Testing (classes 4 and 7)
601/8982/4	3428-03	City & Guilds Level 3 Award in MOT Test Centre Management

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone Externally marked Evolve test	298, 398	×
Assessments for practical skills. Centre marked assignment with majority practical	299	×

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/0660/2	3902-28	City & Guilds Level 2 Certificate in Cycle Mechanics

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for practical skills Centre marked assignment with majority practical	181-182, 184, 281-290	×



Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
100/5240/9	4121-01	City & Guilds Level 4 Certificate in Advanced Automotive Diagnostic Techniques

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for practical skills. Centre marked assignment with majority practical.	600-602	x



Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/1196/8	4150-02	City & Guilds Level 2 Diploma in Vehicle Parts Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	All	✓ Remote assessment only
Assessments for practical skills. Centre marked assignment with majority practical.	101,102,103,104,105,106,107,108, 109,110,111,112,113,114,115	×
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

What adaptations to assessments are permitted?

For centre marked assignment or task assessing only knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generates evidence that can be retained by the centre and authenticates that the responses are the learners own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.

Please refer to section 3 'Remote assessment and remote invigilation' of our 'Qualification assessment adaptation guidance' document available from <https://www.cityandguilds.com/covid-19>

Where remote assessment is not an option, centres can assess learners 1:1 via oral questioning.

The test content should be used as a basis for the questioning, where questions have images or tables, these can either be shared discretely from the test, alternative equivalent image sourced or the questions can be rephrased around the image.



Oral questioning/Q&A session must be carried out by an assessor who is occupationally competent and in a way that authenticates the responses are the learners own. These will need to be recorded in written or verbal format and linked to the assessment criteria.

Portfolio of evidence – observation

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations.

If assessment is undertaken remotely by video link, they must be completed in line with the remote assessment requirements set out below and those listed in section 3 ‘Remote assessment and invigilation’ in the City & Guilds ‘Qualification assessment adaptation guidance’ document available on our website <https://www.cityandguilds.com/covid-19>

- Observations must be carried out in a realistic working environment unless stated otherwise
- A vocationally competent employer or a vocationally competent senior member of staff must be present during the practical skills observation, for safety and to assist the assessor, on areas of clarification or where the assessor needs to see a close-up image
- Consent must be sought and retained as evidence from clients/customers and employers
- Assessors must complete standard assessment documentation as they would face-to-face
- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in section 3 of the ‘Qualification assessment adaptation guidance’ document available on our website <https://www.cityandguilds.com/covid-19>

Good practice tips for centres to consider:

It is best practice that direct observations take place as per usual with the assessor present in person – this is likely to produce the most trusted form of evidence. It is important to note that in some circumstances live video streaming may not be possible or desirable and may not provide the assessor with sufficient evidence to make an assessment decision – some examples of this may be complex diagnostic tasks, tasks that involve working deep inside an engine bay or that requires skills such as measurement, metalwork and paintwork, or where the assessor needs to check the work for quality and tolerances. Considerations should also be given to failures in technology and the need to promptly re-schedule assessment.

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/1199/3	4151-02	City & Guilds Level 2 Diploma in Vehicle Parts Principles
600/1200/6	4151-03	City & Guilds Level 3 Diploma in Vehicle Parts Principles



What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053,056	✓ Remote assessment only
Assessments for practical skills. Centre marked assignment with majority practical.	101,102,103,104,105,106,107,108, 109,110,111,112,113,114,115	×
Assessments for practical skills. Centre marked assignment with majority practical.	001,003,006	×

What adaptations to assessments are permitted?

For centre marked assignment or task assessing only knowledge and understanding:

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9975/9	4270-12	City & Guilds Level 2 Diploma in Light Vehicle Maintenance & Repair Competence
501/0017/8	4270-13	City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053, 054, 058	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	151,152,153,154,155, 158 161,162,163, 171, 172, 181, 268, 465	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

For centre marked assignment or task assessing only knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generates evidence that can be retained by the centre and authenticates that the responses are the learners own.

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For e-volve tests:

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Portfolio of evidence – observation

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Good practice tips for centres to consider:

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0745/8	4270-22	City & Guilds Level 2 Diploma in Heavy Vehicle Maintenance and Repair Competence
500/9984/X	4270-23	City & Guilds Level 3 Diploma in Heavy Vehicle Maintenance and Repair Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	051,053, 054, 056, 058	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	251, 252, 253, 254, 255, 257, 258, 261, 262, 263, 271, 272, 281, 456	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

For centre marked assignment or task assessing only knowledge and understanding:

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**Adaptations for:**

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9990/5	4270-32	City & Guilds Level 2 Diploma in Motorcycle Maintenance & Repair Competence
501/0023/3	4270-33	City & Guilds Level 3 Diploma in Motorcycle Maintenance and Repair Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	051,053, 054, 056, 058	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	351, 352, 353, 354, 355, 357, 358, 362, 372, 486	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

For centre marked assignment or task assessing only knowledge and understanding:

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**Adaptations for:**

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0322/2	4270-52	City & Guilds Level 2 Diploma in Vehicle Fitting Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	051,053, 054, 058	✓ Remote assessment only
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	653	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	151, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0022/1	4271-12	City & Guilds Level 2 Diploma in Accident Repair - Body Competence
500/9987/5	4271-22	City & Guilds Level 2 Diploma in Accident Repair Paint Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	051,053, 054	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	151, 152, 155, 156, 169, 170, 171, 174, 175, 251, 253, 254, 256	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

For centre marked assignment or task assessing only knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generates evidence that can be retained by the centre and authenticates that the responses are the learners own.

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For e-volve tests:

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Portfolio of evidence – observation

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations.

If assessment is undertaken remotely by video link, they must be completed in line with the remote assessment requirements set out below and those listed in section 3 ‘Remote assessment and invigilation’ in the City & Guilds ‘Qualification assessment adaptation guidance’ document available on our website <https://www.cityandguilds.com/covid-19>

- Observations must be carried out in a realistic working environment unless otherwise stated
- A vocationally competent employer or a vocationally competent senior member of staff must be present during the practical skills observation, for safety and to assist the assessor, on areas of clarification or where the assessor needs to see a close-up image
- Consent must be sought and retained as evidence from clients/customers and employers
- Assessors must complete standard assessment documentation as they would face-to-face
- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in section 3 of the ‘Qualification assessment adaptation guidance’ document available on our website <https://www.cityandguilds.com/covid-19>

Good practice tips for centres to consider:

It is best practice that direct observations take place as per usual with the assessor present in person – this is likely to produce the most trusted form of evidence. It is important to note that in some circumstances live video streaming may not be possible or desirable and may not provide the assessor with sufficient evidence to make an assessment decision – some examples of this may be complex diagnostic tasks, tasks that involve working deep inside an engine bay or that requires skills such as measurement, metalwork and paintwork, or where the assessor needs to check the work for quality and tolerances. Considerations should also be given to failures in technology and the need to promptly re-schedule assessment.

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9991/7	4271-13	City & Guilds Level 3 Diploma in in Accident Repair Body Competence
500/9988/7	4271-23	City & Guilds Level 3 Diploma in Accident Repair Paint Competence



501/0128/6	4271-33	City & Guilds Level 3 Diploma in Accident Repair MET Competence
600/6443/2	4271-43	City & Guilds Level 3 Diploma In Vehicle Damage Assessor Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053, 054, 056, 058	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	163, 164, 167, 169, 170, 171, 172, 173, 174, 175, 176, 251, 253, 254, 257, 259, 263, 354, 355, 356, 466, 467, 468	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

For centre marked assignment or task assessing only knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generates evidence that can be retained by the centre and authenticates that the responses are the learners own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.

Please refer to section 3 'Remote assessment and remote invigilation' of our 'Qualification assessment adaptation guidance' document available from <https://www.cityandguilds.com/covid-19>

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The test content should be used as a basis for the questioning, where questions have images or tables, these can either be shared discretely from the test, alternative equivalent image sourced or the questions can be rephrased around the image.

Oral questioning/Q&A session must be carried out by an assessor who is occupationally competent and in a way that authenticates the responses are the learners own. These will need to be recorded in written or verbal format and linked to the assessment criteria.

For e-volve tests:



Remote invigilation is available, please see the latest guidance on the Covid-19 section of the City & Guilds website for more information <https://www.cityandguilds.com/covid-19/>

Portfolio of evidence – observation

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations.

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- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in section 3 of the 'Qualification assessment adaptation guidance' document available on our website <https://www.cityandguilds.com/covid-19>

Good practice tips for centres to consider:

It is best practice that direct observations take place as per usual with the assessor present in person – this is likely to produce the most trusted form of evidence. It is important to note that in some circumstances live video streaming may not be possible or desirable and may not provide the assessor with sufficient evidence to make an assessment decision – some examples of this may be complex diagnostic tasks, tasks that involve working deep inside an engine bay or that requires skills such as measurement, metalwork and paintwork, or where the assessor needs to check the work for quality and tolerances. Considerations should also be given to failures in technology and the need to promptly re-schedule assessment.



Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/1216/X	4277-01	City & Guilds Level 2 Award In Knowledge of Employee Rights and Responsibilities for the Automotive Sector

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for occupational competency Portfolio of evidence	201	✓ Remote assessment only

What adaptations to assessments are permitted?

Portfolio of evidence – observation

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations.

If assessment is undertaken remotely by video link, they must be completed in line with the remote assessment requirements set out below and those listed in section 3 'Remote assessment and invigilation' in the City & Guilds 'Qualification assessment adaptation guidance' document available on our website <https://www.cityandguilds.com/covid-19>

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**Adaptations for:**

QAN	City & Guilds qualification number	City & Guilds qualification title
501/1010/X	4290-11	City & Guilds Level 1 Diploma in Vehicle Maintenance
501/1230/2	4290-11	City & Guilds Level 1 Certificate in Vehicle Maintenance

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	All	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	All	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical	All	×
Assessments for practical skills ('Generic units') Centre marked assignment with majority practical	All	×



For centre marked assignment or task assessing only knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generates evidence that can be retained by the centre and authenticates that the responses are the learners own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.

Please refer to section 3 'Remote assessment and remote invigilation' of our 'Qualification assessment adaptation guidance' document available from <https://www.cityandguilds.com/covid-19>

Where remote assessment is not an option, centres can assess learners 1:1 via oral questioning.

The test content should be used as a basis for the questioning, where questions have images or tables, these can either be shared discretely from the test, alternative equivalent image sourced or the questions can be rephrased around the image.

Oral questioning/Q&A session must be carried out by an assessor who is occupationally competent and in a way that authenticates the responses are the learners own. These will need to be recorded in written or verbal format and linked to the assessment criteria.

For e-volve tests:

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Portfolio of evidence – observation

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations.

If assessment is undertaken remotely by video link, they must be completed in line with the remote assessment requirements set out below and those listed in section 3 'Remote assessment and invigilation' in the City & Guilds 'Qualification assessment adaptation guidance' document available on our website <https://www.cityandguilds.com/covid-19>

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9707/6	4290-12	City & Guilds Level 2 Diploma in Light Vehicle Maintenance & Repair Principles
501/0019/1	4290-13	City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Principles
600/1177/4	4290-17	City & Guilds Level 2 Certificate in Light Vehicle Maintenance and Repair Principles
500/9982/6	4290-22	City & Guilds Level 2 Diploma in Heavy Vehicle Maintenance and Repair Principles
500/9983/8	4290-23	City & Guilds Level 3 Diploma in Heavy Vehicle Maintenance and Repair Principles
501/0288/6	4290-32	City & Guilds Level 2 Diploma in Motorcycle Maintenance and Repair Principles
501/0021/X	4290-33	City & Guilds Level 3 Diploma in Motorcycle Maintenance and Repair Principles
501/0748/3	4290-52	City & Guilds Level 2 Diploma in Vehicle Fitting Principles
600/1448/9	4290-52	City & Guilds Level 2 Certificate in Vehicle Fitting Principles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053,054,056,058, 081	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	151,152,153,154,155,157,158,161,162,163,171,172,181,268,352,076,077,	✓ Remote invigilation only



	351, 353, 354, 372, 357, 358, 362, 486 456,551,552,553,554,555,556,557,558,559,560,561,562,563, 653	
Assessments for practical skills. Centre marked assignment with majority practical	026,027,101,102,103,104,105,107,108,111,113,121,131,112,218, 224, 225, 301, 302, 303, 304, 305, 307, 406, 501, 502, 503, 504, 507, 508, 509, 510, 511, 512, 513,544,551, 553,594,603,701,702,703,704,705,706,707,708,709,712,713,722,801-822	×
Assessments for practical skills ('Generic units'). Centre marked assignment with majority practical.	001,003,004,006,008, 031	×

For centre marked assignment or task assessing only knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generates evidence that can be retained by the centre and authenticates that the responses are the learners own.

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/5221/1	4290-70	City & Guilds Level 2 Award in Hybrid Electric Vehicle Operation and Maintenance
600/5220/X	4290-71	City & Guilds Level 3 Award in Hybrid Electric Vehicle Repair and Replacement

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for practical skills. Centre marked assignment with majority practical.	722, 723	×



Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/1104/8	4291-11	City & Guilds Level 1 Diploma in Accident Repair Body

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	All	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	All	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical.	All	×
Assessments for practical skills ('Generic units'). Centre marked assignment with majority practical.	All	×

For centre marked assignment or task assessing only knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generates evidence that can be retained by the centre and authenticates that the responses are the learners own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.

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For e-volve tests:

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Portfolio of evidence – observation

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0016/6	4291-12	City & Guilds Level 2 Diploma in Accident Repair - Body Principles
501/0618/1	4291-13	City & Guilds Level 3 Diploma in Accident Repair Body Principles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	051,053,054,056,058, 081	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	076,151,152,155,156, 157, 163,164,167,169,170, 171,172,173,174,175, 176,177,268	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical	026,101,102,105,106,113,114,117,119,120, 121,122,123, 124, 125, 109,159,102,107,218,710,712-723, 801-822	×
Assessments for practical skills ('Generic units') Centre marked assignment with majority practical	001,003,004,006,008, 031	×



For centre marked assignment or task assessing only knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generates evidence that can be retained by the centre and authenticates that the responses are the learners own.

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/1107/3	4291-21	City & Guilds Level 1 Diploma in Accident Repair Paint

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	All	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	All	✓ Remote invigilation only
Assessments for practical skills Centre marked assignment with majority practical	All	✗
Assessments for practical skills ('Generic units') Centre marked assignment with majority practical	All	✗



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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/1107/3	4291-21	City & Guilds Level 1 Diploma in Accident Repair Paint
500/9985/1	4291-22	City & Guilds Level 2 Diploma in Accident Repair Paint Principles
500/9985/1	4291-22	City & Guilds Level 2 Diploma in Accident Repair Paint Principles
500/9989/9	4291-23	City & Guilds Level 3 Diploma in Accident Repair Paint Principles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone Centre marked assignment/test with little or no practical	051,053, 081	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	076,152, 251,252,253,254, 256,257, 259, 263, 268	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical	102,109,159,026 201,202,203,204,206,207,209,213,218,710,594,712,713,714,715,718,720,721,723, 801-822	✓ Remote assessment only



Assessments for practical skills ('Generic units'). Centre marked assignment with majority practical	001, 003, 031	x
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For centre marked assignment or task assessing only knowledge and understanding:

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Portfolio of evidence – observation

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0124/9	4291-32	City & Guilds Level 2 Diploma in Accident Repair MET Principles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053,054	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	351,352,353,354,355, 356	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical.	301,302,303,304,305, 306,311,710	×
Assessments for practical skills ('Generic units'). Centre marked assignment with majority practical.	001,003,004	×

For centre marked assignment or task assessing only knowledge and understanding:

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If assessment is undertaken remotely by video link, they must be completed in line with the remote assessment requirements set out below and those listed in section 3 'Remote assessment and invigilation' in the City & Guilds 'Qualification assessment adaptation guidance' document available on our website <https://www.cityandguilds.com/covid-19>

- Observations must be carried out in a realistic working environment unless otherwise stated
- A vocationally competent employer or a vocationally competent senior member of staff must be present during the practical skills observation, for safety and to assist the assessor, on areas of clarification or where the assessor needs to see a close-up image
- Consent must be sought and retained as evidence from clients/customers and employers
- Assessors must complete standard assessment documentation as they would face-to-face
- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in section 3 of the 'Qualification assessment adaptation guidance' document available on our website <https://www.cityandguilds.com/covid-19>



Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
603/0846/1	6497-02	City & Guilds Level 2 Diploma in Rail Engineering Operative Knowledge
603/1170/8	6499-02	City & Guilds Level 2 Diploma in Rail Engineering Operative Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Centre devised and marked assignment with little or no practical	201, 202, 203	×
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

Portfolio of evidence – observation

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations.

If assessment is undertaken remotely by video link, they must be completed in line with the remote assessment requirements set out below and those listed in section 3 'Remote assessment and invigilation' in the City & Guilds 'Qualification assessment adaptation guidance' document available on our website <https://www.cityandguilds.com/covid-19>

- Observations must be carried out in a realistic working environment unless otherwise stated
- A vocationally competent employer or a vocationally competent senior member of staff must be present during the practical skills observation, for safety and to assist the assessor, on areas of clarification or where the assessor needs to see a close-up image
- Consent must be sought and retained as evidence from clients/customers and employers
- Assessors must complete standard assessment documentation as they would face-to-face
- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in section 3 of the 'Qualification assessment adaptation guidance' document available on our website <https://www.cityandguilds.com/covid-19>

**Adaptations for:**

QAN	City & Guilds qualification number	City & Guilds qualification title
500/3336/0	7543-01	City & Guilds Level 3 Award in Basic Mobile Air Conditioning

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Portfolio of evidence assessing competency	001, 002	×

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9557/2	7596-23	City & Guilds Level 2 NVQ Diploma in Rail Services (Driving)
501/2174/1	7597-01	City & Guilds Level 2 Certificate in Rail Engineering Underpinning Knowledge
600/0964/0	7597-10	City & Guilds Level 3 NVQ Certificate In Rail Engineering Traction and Rolling Stock
600/0963/9	7597-12	City & Guilds Level 2 NVQ Certificate In Rail Engineering Track Maintenance
600/1076/9	7597-52	City & Guilds Level 2 NVQ Diploma In Rail Engineering Track Maintenance
600/2650/9	7598-01	City & Guilds Level 3 NVQ Diploma In Rail Services



What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Centre devised and marked assignment with little or no practical	001-004	×
Portfolio of evidence assessing competency	All portfolio units	✓

Portfolio of evidence – observation

This will suit the more customer or communication-orientated units but should **not** be used within restricted or confined work spaces, where there are clear health and safety risks to those involved or where social distancing cannot be enforced. In many instances, observation or collection of evidence should be delayed.

If assessment is undertaken remotely by video link, they must be completed in line with the remote assessment requirements set out below and those listed in section 3 'Remote assessment and invigilation' in the City & Guilds 'Qualification assessment adaptation guidance' document available on our website <https://www.cityandguilds.com/covid-19>

- Observations must be carried out in a realistic working environment unless otherwise stated
- A vocationally competent employer or a vocationally competent senior member of staff must be present during the practical skills observation, for safety and to assist the assessor, on areas of clarification or where the assessor needs to see a close-up image
- Consent must be sought and retained as evidence from clients/customers and employers
- Assessors must complete standard assessment documentation as they would face-to-face

Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in section 3 of the 'Qualification assessment adaptation guidance' document available on our website <https://www.cityandguilds.com/covid-19>



Appendices

Appendix A

List of qualifications where adaptation of assessments is permitted

Please see relevant qualification section for specific permitted adaptations

QAN	City & Guilds qualification number	City & Guilds qualification title
600/2304/1	2463-02	City & Guilds Level 2 Certificate in Marine Construction, Systems Engineering and Maintenance
600/2306/5	2463-03	City & Guilds Level 3 Diploma in Marine Construction, Systems Engineering and Maintenance
603/0348/7	2473-02	City & Guilds Level 2 Diploma in Boatbuilding (Foundation)
603/3369/8	2473-03	City & Guilds Level 3 Diploma in Boatbuilding (Advanced)
603/2237/8	2473-12	City & Guilds Level 2 Diploma in Marine Engineering (Foundation)
603/4726/0	2473-13	City & Guilds Level 3 Diploma in Marine Engineering (Advanced)
601/8128/X	3415-13	Level 3 Certificate of Professional Competence for Transport Managers (Road Haulage)
NA	3415-14	Level 3 Certificate and Diploma in Commercial Vehicle Fleet Management
600/1196/8	4150-02	City & Guilds Level 2 Diploma in Vehicle Parts Competence
600/1199/3	4151-02	City & Guilds Level 2 Diploma in Vehicle Parts Principles
600/1200/6	4151-03	City & Guilds Level 3 Diploma in Vehicle Parts Principles
500/9975/9	4270-12	City & Guilds Level 2 Diploma in Light Vehicle Maintenance & Repair Competence



501/0017/8	4270-13	City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Competence
501/0745/8	4270-22	City & Guilds Level 2 Diploma in Heavy Vehicle Maintenance and Repair Competence
500/9984/X	4270-23	City & Guilds Level 3 Diploma in Heavy Vehicle Maintenance and Repair Competence
500/9990/5	4270-32	City & Guilds Level 2 Diploma in Motorcycle Maintenance & Repair Competence
501/0023/3	4270-33	City & Guilds Level 3 Diploma in Motorcycle Maintenance and Repair Competence
501/0322/2	4270-52	City & Guilds Level 2 Diploma in Vehicle Fitting Competence
501/0022/1	4271-12	City & Guilds Level 2 Diploma in Accident Repair - Body Competence
500/9987/5	4271-22	City & Guilds Level 2 Diploma in Accident Repair Paint Competence
500/9991/7	4271-13	City & Guilds Level 3 Diploma in in Accident Repair Body Competence
500/9988/7	4271-23	City & Guilds Level 3 Diploma in Accident Repair Paint Competence
501/0128/6	4271-33	City & Guilds Level 3 Diploma in Accident Repair MET Competence
600/6443/2	4271-43	City & Guilds Level 3 Diploma In Vehicle Damage Assessor Competence
600/1216/X	4277-01	City & Guilds Level 2 Award In Knowledge of Employee Rights and Responsibilities for the Automotive Sector
501/1010/X	4290-11	City & Guilds Level 1 Diploma in Vehicle Maintenance
501/1230/2	4290-11	City & Guilds Level 1 Certificate in Vehicle Maintenance
500/9707/6	4290-12	City & Guilds Level 2 Diploma in Light Vehicle Maintenance & Repair Principles



501/0019/1	4290-13	City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Principles
600/1177/4	4290-17	City & Guilds Level 2 Certificate in Light Vehicle Maintenance and Repair Principles
500/9982/6	4290-22	City & Guilds Level 2 Diploma in Heavy Vehicle Maintenance and Repair Principles
500/9983/8	4290-23	City & Guilds Level 3 Diploma in Heavy Vehicle Maintenance and Repair Principles
501/0288/6	4290-32	City & Guilds Level 2 Diploma in Motorcycle Maintenance and Repair Principles
501/0021/X	4290-33	City & Guilds Level 3 Diploma in Motorcycle Maintenance and Repair Principles
501/0748/3	4290-52	City & Guilds Level 2 Diploma in Vehicle Fitting Principles
600/1448/9	4290-52	City & Guilds Level 2 Certificate in Vehicle Fitting Principles
600/5221/1	4290-70	City & Guilds Level 2 Award in Hybrid Electric Vehicle Operation and Maintenance
600/5220/X	4290-71	City & Guilds Level 3 Award in Hybrid Electric Vehicle Repair and Replacement
501/1104/8	4291-11	City & Guilds Level 1 Diploma in Accident Repair Body
501/0016/6	4291-12	City & Guilds Level 2 Diploma in Accident Repair - Body Principles
501/0618/1	4291-13	City & Guilds Level 3 Diploma in Accident Repair Body Principles
501/1107/3	4291-21	City & Guilds Level 1 Diploma in Accident Repair Paint
501/1107/3	4291-21	City & Guilds Level 1 Diploma in Accident Repair Paint
500/9985/1	4291-22	City & Guilds Level 2 Diploma in Accident Repair Paint Principles



500/9985/1	4291-22	City & Guilds Level 2 Diploma in Accident Repair Paint Principles
500/9989/9	4291-23	City & Guilds Level 3 Diploma in Accident Repair Paint Principles
501/0124/9	4291-32	City & Guilds Level 2 Diploma in Accident Repair MET Principles
603/0846/1	6497-02	City & Guilds Level 2 Diploma in Rail Engineering Operative Knowledge
603/1170/8	6499-02	City & Guilds Level 2 Diploma in Rail Engineering Operative Competence
500/9557/2	7596-23	City & Guilds Level 2 NVQ Diploma in Rail Services (Driving)
600/0964/0	7597-10	City & Guilds Level 3 NVQ Certificate In Rail Engineering Traction and Rolling Stock
600/0963/9	7597-12	City & Guilds Level 2 NVQ Certificate In Rail Engineering Track Maintenance
600/1076/9	7597-52	City & Guilds Level 2 NVQ Diploma In Rail Engineering Track Maintenance
600/2650/9	7598-01	City & Guilds Level 3 NVQ Diploma In Rail Services

Appendix B

List of qualifications where no adaptations are needed or permitted

QAN	City & Guilds qualification number	City & Guilds qualification title
601/8981/2	3428-02	City & Guilds Level 2 Award in MOT Testing (classes 4 and 7)
601/8982/4	3428-03	City & Guilds Level 3 Award in MOT Test Centre Management
600/0660/2	3902-28	City & Guilds Level 2 Certificate in Cycle Mechanics



100/5240/9	4121-01	City & Guilds Level 4 Certificate in Advanced Automotive Diagnostic Techniques
500/3336/0	7543-01	City & Guilds Level 3 Award in Basic Mobile Air Conditioning
501/2174/1	7597-01	City & Guilds Level 2 Certificate in Rail Engineering Underpinning Knowledge



Further Guidance and Support

For all queries relating to this guidance and arrangements, contact the Customer Support Team at City & Guilds. Who are available Monday to Friday 8am to 6pm excluding UK public holidays.



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or

centresupport@cityandguilds.com

0844 543 0000

*Calls to our 0844 numbers cost 7 pence per minute plus your telephone company's access charge.

Related documents, Ofqual guidance and updates can be found on our website here <https://www.cityandguilds.com/covid-19>