

# Engineering and Manufacturing T Level

Guide to delivering and marking the Design and Development Occupational Specialisms



### Agenda

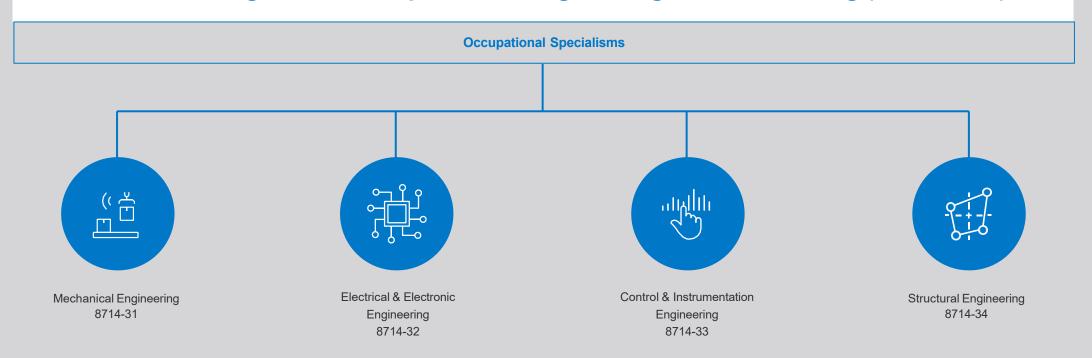
- Overview of the occupational specialism assessment requirements
- Assessment windows of the four occupational specialisms
- Assessment documentation
- Marking process and marking guides
- Support resources

Note: This is targeted at the Design and Development Pathway, please see our readily available on demand videos for MPC (Engineering Manufacturing, Processing and Control) and MIR (Maintenance, Installation and Repair). This Video will also not include information regarding the Engineering Core.



### Route: Engineering and Manufacturing

#### PATHWAY -Design and Development for Engineering & Manufacturing (8730 / 8714)



### Have you downloaded the TQ Occupational Specialism Assessment

process guide?



Resource Hub - T
Levels | City &
Guilds

TQ Occupational
Specialism
Assessment
process guide

#### Assessment guidance

The following documents provide guidance on how to deliver and mark assessments which form part of the T Level technical qualifications.

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#### Employer-Set project

Download the Employer-Set Project guidance (PDF)

#### T Levels/ESP Guidance

This 1 hour video and slides provide support for the Employer-Set Project autumn 2024 series. The recording details aspects of the required documentation and best practice for collecting and uploading evidence. This is useful for exams teams and curriculum teams who are responsible for capturing and uploading evidence. - Watch the video | Download the slides

This bitesize video will walk you through how to upload T Level ESP evidence for your learners -  $\underline{\text{Watch the video}}$ 

#### Occupational Specialism assessments

Occupational Specialism Student Evidence Requirements

Application of the Occupational Specialism assessment Marking Grids

Download the TQ Occupational Specialism Assessment Process Guide. (Not applicable for Management & Administration) (PDF)

 $\frac{\hbox{Download the Occupational Specialism Assessment Process Guide. (Management \& Administration Only) (PDF)}$ 

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### Overview of the Design and Development Pathway

#### Learners must complete:

• One **synoptic** assignment

Occupational Specialism Component - Learners must complete one assessment component										
Assessment component	Method	Duration	Marks	Weighting	Marking	Grading				
Mechanical engineering	Externally set assignment	34 hours	90	100%	Externally moderated					
Electrical and electronic engineering	Externally set assignment	34 hours	90	100%	Externally moderated	All Occupational Specialism components				
Control and instrumentation engineering	Externally set assignment	34 hours	90	100%	Externally moderated	will be awarded on the grade scale P, M, D				
Structural engineering	Externally set assignment	34 hours	90	100%	Externally moderated	_				

## Occupational Specialism Assessment – Practical assignments – Design and Development

Each occupational specialism assessment will comprise of a practical assignment that.

- Contains 90 marks
- Set duration of 34 hours
- Externally set, Internally marked
- Externally moderated by City & Guilds
- is based on an overarching project brief
- Range of individual tasks that are mapped to the performance outcomes of the specialism; with weightings applied per performance outcome.
- Mark scheme that reflects the individual performance outcome assessed by the specialism and with banded marks to reflect the assigned weightings.

#### **Performance Outcomes**

- The weightings for each performance outcome will remain the same for every version of the practical assignment.
- This ensures the appropriate depth and breadth of knowledge and skills for each specialism can be reliably assessed in every version and meets the needs of industry while keeping comparability between each assessment over time.
- Same performance outcomes across all occupational specialisms

Performance outcome	Typical knowledge and skills	Weighting
PO2 Analyse and interpret engineering and manufacturing requirements, systems, processes, technical drawings and specifications.	Analyse and interpret engineering and manufacturing requirements, systems, processes, technical drawings and specifications.	16%
PO3 Evaluate systems, designs, components and processes, managing and integrating design information, proposals and specifications, to develop and improve mechanical engineering and manufacturing proposals and solutions.	Evaluate systems, designs, components and processes, managing and integrating design information, proposals and specifications, to develop and improve mechanical engineering and manufacturing proposals and solutions.	22%
PO4 Propose and design mechanical engineering and manufacturing systems, products, components, processes and solutions, considering requirements, constraints and context.	Design and model mechanical concepts, and designs. Use CAD software to produce models, simulations and engineering drawings. Use tools safely and effectively for specific purposes. Safely carry out engineering processes and activities.	23%
PO4 Collaborate to help manage, develop, test and quality assure mechanical engineering and manufacturing design information, systems, processes and outcomes.	Work in accordance with professional standards, work-place policies, health and safety requirements and regulations.  Complete detailed risk analysis. Respond to feedback from others to inform design decisions.  Develop and test models and prototypes. Investigate and analyse test results and accurately report and respond to them.	26%
PO5 Communicate proposals, design information and solutions, producing, recording and explaining engineering and manufacturing representations, systems, processes, outcomes, specifications and technical drawings.	Use methods to communicate proposals, design ideas and solutions. Produce technical documentation using industry conventions.	13%

# Performance Outcomes & Assessment Themes – Structural Engineering

Performance outcome and	High level tasks	Typical evidence	Assessment Theme			
weighting (%)	Provide specific instructions for candidates to provide evidence for and are the same for every version of the assessment					
PO2 Analyse and interpret engineering and manufacturing requirements, systems, processes,	T1 – Design	Design specification, annotated sketches, virtual modelling, design calculations	Design and planning Health and safety	PO5 Collaborate to help manage, develop, test and quality assure structural engineering and	develop, test and quality assure	develop, test and quality assure the prototype
technical drawings and specifications (16%)	T2 – Manufacture and test	Manufacture of the prototype	Manufacturing	manufacturing design information, systems, processes and outcomes	manufacturing design information,	manufacturing design information,
, ,	T4 – Evaluation and implementation	Evaluation and implementation report	Reports	(26%)	(26%) T4 – Evaluation and implementation	2 Evaluation and implomentation   Evaluation and implomentation report,
PO3 Evaluate systems, designs,	T1 – Design	Engineering drawings, virtual modelling, Bill of materials	Design and planning	POS Communicato manage	DOS Communicato managado TA Design	records of testing
components and processes, managing and integrating design	T2 – Manufacture and test	Manufacture of the prototype	Health and safety  Manufacturing	PO6 Communicate proposals, design information and solutions,	design information and solutions,	design information and solutions, specification, annotated sketches,
information, proposals and specifications, to develop and	T4 – Evaluation and implementation	Evaluation and implementation report,	Reports	producing, recording and explaining engineering and manufacturing	engineering and manufacturing	engineering and manufacturing
improve structural engineering and manufacturing proposals and	14 Evaluation and Implementation	revision control document	Health and safety	representations, systems, processes, outcomes, specifications	representations, systems,	representations, systems, 14 – Evaluation and implementation Evaluation and implementation report
solutions (22%)				and technical drawings (13%)		
PO4 Propose and design structural engineering and manufacturing	T1 – Design	Design specification, sketches, engineering drawings, virtual modelling	Design and planning			
systems, products, components, processes and solutions, considering requirements,	T2 – Manufacture and test	Manufacture of the prototype, testing of the prototype	Manufacturing Reports			
constraints and context (23%)	T4 – Evaluation and implementation	Records of testing	Health and safety	Page 171	Page 171- Engineering an	Page 171- Engineering and Manufacturing:

Page 171- Engineering and Manufacturing: Design and Development Technical Qualification

Specification

### Performance Outcomes & Assessment Themes for Each



Occupational Specialism

Mechanical Engineering- Page 99

Electrical and Electronic Engineering- Page 123

Control and Instrumentation Engineering—Page 146

Structural Engineering

– Page 171

T Level Technical Qualification in Design and Development for Engineering and Manufacturing

**Specification** 

Engineering and Manufacturing: Design and Development Technical Qualification Specification

This has been updated for September 2025

First teaching from September 2025 Version 1.4





### Example Key Dates for delivery of the OS assessment

Series Summer 2026	Asessment Code	Component	Component Name	OS window Start	OS Window End	OS Upload Deadline
Summer 2026	8714-321	os	Mechanical Engineering	23/03/2026	15/05/2026	15/05/2026
Summer 2026	8714-322	OS	Electrical and Electronic Engineering	23/03/2026	15/05/2026	15/05/2026
Summer 2026	8714-323	OS	Control and Instrumentation Engineering	23/03/2026	15/05/2026	15/05/2026
Summer 2026	8714-324	os	Structural Engineering	23/03/2026	15/05/2026	15/05/2026

OS resource list release for all four pathways is 16/2/26

OS assessment material release is 9/3/26

Please note: The dates change on an annual basis

Assessment Structure and Process



### Occupational Specialism Assessment Information

The Occupational Specialism assignment consists of a project brief presented as client requirements or a specification of work that is realistic to the Occupational Specialism rather than a detailed list of instructions on what to do.

There will be several high-level tasks in every version of the assessment, and these will take the form of planning and carrying out the industry relevant practical tasks. Within each high-level task there will be several sub tasks that learners will need to complete as directed within the assessment documents. The sub tasks will reflect the project brief for that version

### Synoptic Assignments

- The Occupational Specialism synoptic assignments are based around performance outcomes and will be marked at a task level.
- Once learner evidence has been generated, internal assessors will make a holistic judgement on performance by applying the knowledge and skills that have been demonstrated to task grade descriptors within the marking grid.
- The learner will receive a total mark for each task.
- The total for each task is accumulated, giving a total mark for the synoptic assignment.
- Task grade descriptors will be common across every version of the assessment and will
  assess a similar range of evidence across assessment versions, ensuring comparability of
  demand between every version of the assessment.
- Internal assessors will be directed to specific task evidence that must be used to support judgements on performance against the grade descriptors.
- The grade descriptors will be broad enough to ensure that all the performance criteria across the specialism are assessed, supporting reliability of the assessment.

### TQ Occupational Specialism Assessment process requirements – From page 30

#### **Standardisation**

- City and Guilds provides qualification specific materials for providers to use to carry out standardisation activities.
- Ensuring all markers of the Occupational Specialism have completed standardisation activities is imperative as it allows for consistency and fairness of marking across all cohorts within a centre.
- Provided with the standardisation materials are Grade Sample Exemplification Materials (GSEMs) and these are there to indicate the minimum threshold competency for a pass and distinction grade. Do not use these as guides for evidence production and please refer to the specific assessment guidance.
- Once standardisation has been completed, Centres are advised to review candidates marked by other assessors who have received the same marks to confirm the work is of the same standard.

Standardisation materials for each Occupational Specialism can be found here:

### Guide to Marking

General Guidance on Documentation



### Marking Guidance

Please refer to the T Level Technical qualifications – marking and moderation centre guidance documents for further information on gathering evidence suitable for marking and moderation, and on using the marking grid and forms.

These can be found in the T Level Resource Hub, under Assessment Guidance.

#### Occupational Specialism assessments

Occupational Specialism Student Evidence Requirements

Application of the Occupational Specialism assessment Marking Grids

<u>Download the TQ Occupational Specialism Assessment Process Guide. (Not applicable for Management & Administration) (PDF)</u>

Download the Occupational Specialism Assessment Process Guide. (Management & Administration Only) (PDF)

#### The **Candidate Record Form** (CRF) is used to record:

- details of any guidance or the level of prompting the candidate has received during the assessment period
- notes bringing together relevant evidence from across tasks during marking
- summary justifications when holistically coming to an overall judgement of the mark for each assessment objective.
- if an assessment has to be stopped on the grounds of Health and Safety or if a candidate has been working in an unsafe manner.

#### The **Assessor Observation form** is used to record:

descriptive information and evidence of candidate performance during an observation.

### **Example Candidate Record Forms**

#### 10. Candidate Record Form (CRF) - Exemplar

T level technical qualifications

(T level technical qualification - Mechanical engineering occupational specialism)

Candidate name	Candidate number
Centre name	Centre number

**Marker Notes** – Please always refer to the relevant marking grid for guidance on allocating marks and make notes which describe the quality of the evidence and justification of marks.

Please record any guidance, intervention (including Health and Safety) or feedback that is given to a candidate.

Expand boxes as required.

Health	and sat	fety										
	1	2	3	4	5	6	7	8	9	10	11	12
Mark	Notes	and justi	fication									
	n and pla	anning										
Docun	_											
	1	2	3	4	5	6	7	8	9	10	11	12
магк	Notes	and justi	fication									
		,										
Mark  Drawin	Notes ngs and	,			5	6	7	8	9	10	11	12
Drawii	ngs and	diagram	ns 3	4	5	6	7	8	9	10	11	12
<b>Drawi</b> Mark	ngs and	diagram 2 and justi	ns 3	4	5	6	7	8	9	10	11	12
<b>Drawi</b> Mark	ngs and 1 Notes	diagram 2 and justi	ns 3	3	5	5	7	8	9		11	12

#### 10. Candidate Record Form (CRF) - Exemplar

T level technical qualifications

(T level technical qualification – Electrical and electronic engineering occupational specialism)

Candidate name	Candidate number
Centre name	Centre number

Marker Notes – Please always refer to the relevant marking grid for guidance on allocating marks and make notes which describe the quality of the evidence and justification of marks.

Please record any guidance, intervention (including Health and Safety) or feedback that is given to a candidate.

Expand boxes as required.

Health	and saf	ety										
	1	2	3	4	5	6	7	8	9	10	11	12
Mark	Notes	and just	ification									
Desig	n and pla	anning										
Docun	nents											
	1	2	3	4	5	6	7	8	9	10	11	12
Drawii	ngs and	diagran										
Drawii	ngs and	diagran 2	ns 3	4	5	6	7	8	9	10	11	12
<b>Drawi</b> Mark	1		3	-	5	6	7	8	9	10	11	12
Mark	1	2 and just	3	-	5	6	7	8	9	10	11	12
Mark	1 Notes	2 and just	3	-	5	5	7	8	9		11	9

#### Assessor observation forms

- Observation notes form part of the candidate's evidence and must capture evidence of candidate performance during the practical tasks.
- Notes must describe how well the activity has been carried out, rather than stating the steps/actions, the candidate has taken.
- The notes must be very descriptive and focus on the quality of the performance that are notable in relation to the quality indicators in the marking grid.
- They must provide sufficient, appropriate evidence that can be used by the assessor (and moderator) to mark the performance using the marking grid.
- Evidence captured in the observation form must give the necessary information to enable the final assessment of the task at a later date. This is to allow a holistic judgement to be carried out after all evidence is available, at which point full consideration of how the candidate has applied both their skills and their knowledge during the practical can be given.
- Each candidate is likely to carry out the same steps, so a checklist of this information would not help differentiate between them. However, qualitative comments on how well they do it, and quantitative records of accuracy and tolerances would.
- The assessor should refer to the marking grid to ensure appropriate aspects of performance are recorded. These notes will be used for marking and moderation purposes and so must be detailed, accurate and differentiating.

#### Assessor observation forms

#### Task 2

#### Task 2 Practical observation form

8714-321 Design and Development: Mechanical - Summer 2024

Candidate name	Candidate number
Provider name	Date
Provider name	Date

Complete the table below referring to the relevant marking grid, found in the assessment pack. **Do not** allocate marks at this stage.

This observation must cover	Assessor observation should include:	Assessment Themes
Construction of the prototype	The construction of the prototype.	<ul><li>Health and Safety</li><li>Manufacturing</li></ul>
Testing and verification of the prototype	The testing and verification of the prototype.	<ul><li>Health and Safety</li><li>Manufacturing</li></ul>

The Practical Observation Records
Pack will indicate the required number
of observation forms for your pathway

**Notes –** detailed, accurate and differentiating notes which identify areas of strength and weakness are necessary to distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.

Construction of the prototype:

The testing and verification of the prototype:

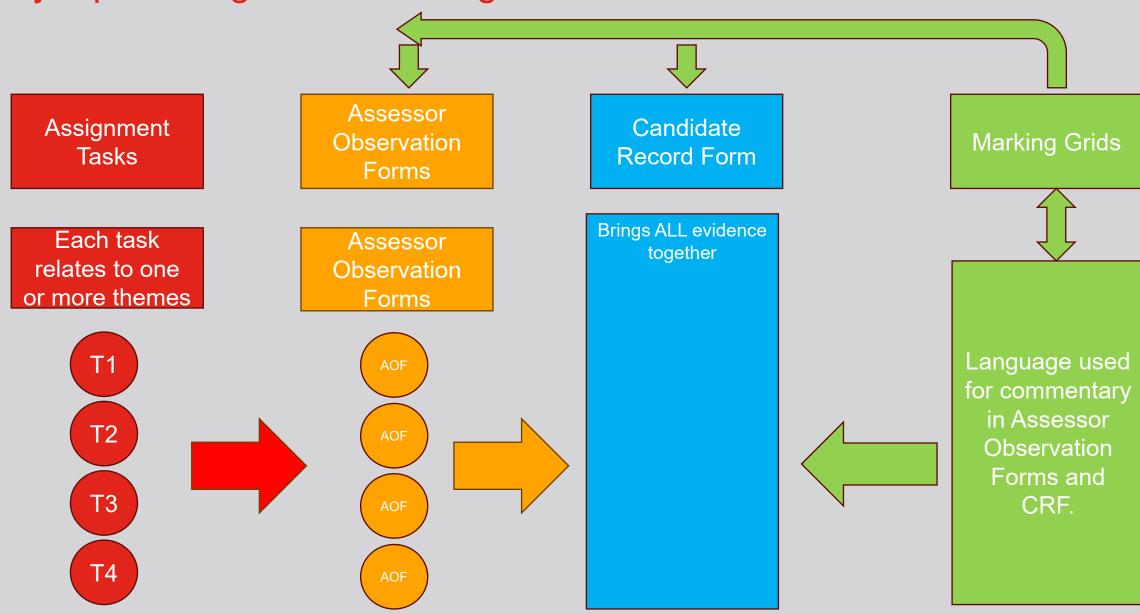
Internal assessor signature		Date
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	-	

### Guide to Marking

Assessment Themes



### Synoptic Assignment Marking Overview



### Carrying out marking using assessment themes

- The process of marking each assessment theme will become easier as the descriptors become more familiar.
- Referring to the descriptors at regular intervals will help ensure that the standard does not unintentionally change during the marking period.
- The indicative content listed in the marking grids gives an indication of the expected content that may be covered by candidates. However, it is not exhaustive, and an acceptable answer may concentrate more on depth rather than fully cover the range indicated or may include relevant topics that are not listed.
- The specific task evidence listed within the assessor guide and marking grid must be used to make a judgement on performance in relation to the specific assessment theme.
- Evidence from a range of tasks may contribute to the marking of a single assessment theme, or from a single task to more than one assessment theme.
- You cannot mark an assessment theme until all the required evidence has been produced.

### Process for marking each assessment theme

- Select the range of evidence required for making the judgement this is listed in the mark scheme for each assessment theme.
- Read the candidate evidence and add notes on the CRF e.g. regarding level of support/guidance recorded, evidence captured by assessor observation forms and the indicative content and band descriptors in the mark scheme.
  - Note: for any warnings given during the assessment, the actions that have led to that warning must be
    detailed on the CRF so they can be considered along with the other evidence.
  - Note: the evidence contained on the CRF must be considered and a judgement made on the level of performance the candidate has independently demonstrated – this will vary depending on the level of support detailed on the CRF – i.e. consider all relevant evidence and then judge the appropriate mark using the following process.
- Make an initial assessment of the evidence as a whole (acknowledging uneven performance across evidence), considering each band in turn and the level of learner performance shown in respect to the knowledge and skills in the indicative content.
- Use this to make a balanced judgement of the best band to use as a starting point.

### Process for marking each assessment theme

- Based on the level of alignment with the descriptor, confirm the final mark within the band, bearing in mind that the available marks form an evenly distributed scale:
  - if the quality of response fully aligns with the performance described by the descriptor assign a high mark within the band.
  - if the quality of the response partially aligns with the performance described by the descriptor –
     assign a low to medium mark within the band.
  - consider the quality compared to a range of similar responses (e.g. relevant exemplars, responses reviewed during standardisation, and through experience) and choose a mark on the scale that would give an appropriate ranking in relation to this information and in comparison with that of the rest of the cohort for that assessment theme.

### Guide to Marking

Marking Grids



Required evidence

for marking

### Marking Grids – Assessment Themes

#### Marking grid

There is a marking grid for each assessment theme that must be assessed as part of this occupational specialism assessment. The individual statements within the band descriptors should be treated together to make one whole descriptor and not separately.

#### Assessment theme - Health and Safety

#### **Guidance for assessors**

The following evidence from Tasks 1, 2 and 4 should be used to assess performance against this assessment theme.

#### Task 1

design specification.

#### Took 2

- risk assessment
- assessor observations
  - o the manufacture of the prototype
  - testing.

#### Task 4

· evaluation and implementation report

#### Additional supporting evidence

Photographic and/or video evidence requirements are stated in the specific task guidance for each task within this assessor pack.

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T Level Practical Assignment – Mechanical: Sample Assessor Pack Level 3

### Marking Grids – Indicative Content

Note: where there is	Band 1 descriptor	Band 2 descriptor	Band 3 descriptor	Total marks per sub assessment	Total marks per assessment
insufficient				theme	theme
evidence to award a mark, a					
zero mark must					
be given					
	Indicative content: Completion of a comprehensive risk assessment, including:  • identification of risks and hazards that if not controlled could cause injury to themselves or others, that may include:				
		ps, trips and falls	, ,	,	,
	medium risk – flying debris, personal injury from use of tools or overheating cutting tools				
	o high risk – e	ntanglement in moving machine o	r mechanical parts		
	<ul> <li>analysis of risk with appropriate mitigation and control measures prepared against hazards for planned tasks, including PPE, guards</li> </ul>				
	1	sessment of risk as part planning and preparing for manufacturing and testing activities, including health and safety eparatory checks on tools and equipment and the work area.			
	<ul> <li>Manufacture and testing of prototype:</li> <li>correct preparation of tools, prototype manufacture and assembly equipment and PPE for the proposed design</li> <li>work area to be kept tidy throughout the tasks</li> <li>wearing the correct PPE at all times, as identified in their risk assessment</li> <li>following safe work practices throughout the manufacture, development and testing of the lifting device e.g. safe use of tools and equipment, using guards as necessary.</li> </ul>				
	Completion of a design specification for the mechanical lifting device to include consideration to:     safe assembly and manufacture of the lifting device     formation of connections     requirements for safe operation				
	<ul> <li>health and safety leg LOLER, PUWER).</li> </ul>	gislations and regulations and loc	al workplace procedures (use o	of tools and equipme	nt, measurement,
		n and implementation report to co gislations and regulations (LOLEF			

### Marking Grids – Marking Bands

Marks per band	1-4	5-8	9-12	N/A	12
	Risk assessment covers the majority of risk factors and some control measures have been identified. Likelihood or severity has been considered for some risks and hazards. Risk mitigation methods are limited.	Risk assessment covers a good range of risk factors, including risk control measures identified for most of the potential risks and hazards. Likelihood and severity have been considered for most risks and hazards. Risk mitigation methods have been identified for some of the potential risks, but not all.	Risk assessment is detailed and clearly identifies all of the associated risk factors, risk control measures and have been clearly identified for all potential risks and hazards.  Likelihood and severity have been considered for all risks and hazards. Risk mitigation methods are detailed and have been clearly identified for all potential risks.		
	Health and safety is followed during preparation and throughout the tasks so that all work is completed safely. Some risks and hazards that occur during the tasks are mitigated against as they arise.	Health and safety is followed during preparation and throughout tasks and all work completed safely. Most risks and hazards that occur during the tasks are correctly mitigated against as they arise.	Health and safety is followed during preparation and throughout tasks and all work completed safely. All risks and hazards that occur during the tasks are correctly mitigated against as they are arise.		
	Minimal health and safety considerations have been included as part of the design and evaluation/ implementation.	A good range of health and safety considerations have been included as part of the design and evaluation/ implementation.	A comprehensive range of health and safety considerations have been considered as part of the design and evaluation/ implementation.		

### **Declaration of Authenticity**

- Declarations of Authenticity are required.
- These must be signed and dated by both the candidate and the tutor.

#### 9. Declaration of authenticity

Assessment ID	Qualification number	
Candidate name	Candidate number	
Centre name	Centre number	
Additional Support Has the candidate received any additional support in the	production of this work?	
No □ Yes □ (Please tick appropriate)		
f yes, give details below (and on a separate sheet if necessary).		

#### Candidate:

I confirm that all work submitted is my own, and that I have acknowledged all sources I have used.

Candidate signature	Date

#### Assessor:

I confirm that all work was conducted under conditions designed to assure the authenticity of the candidate's work, and am satisfied that, to the best of my knowledge, the work produced is solely that of the candidate.

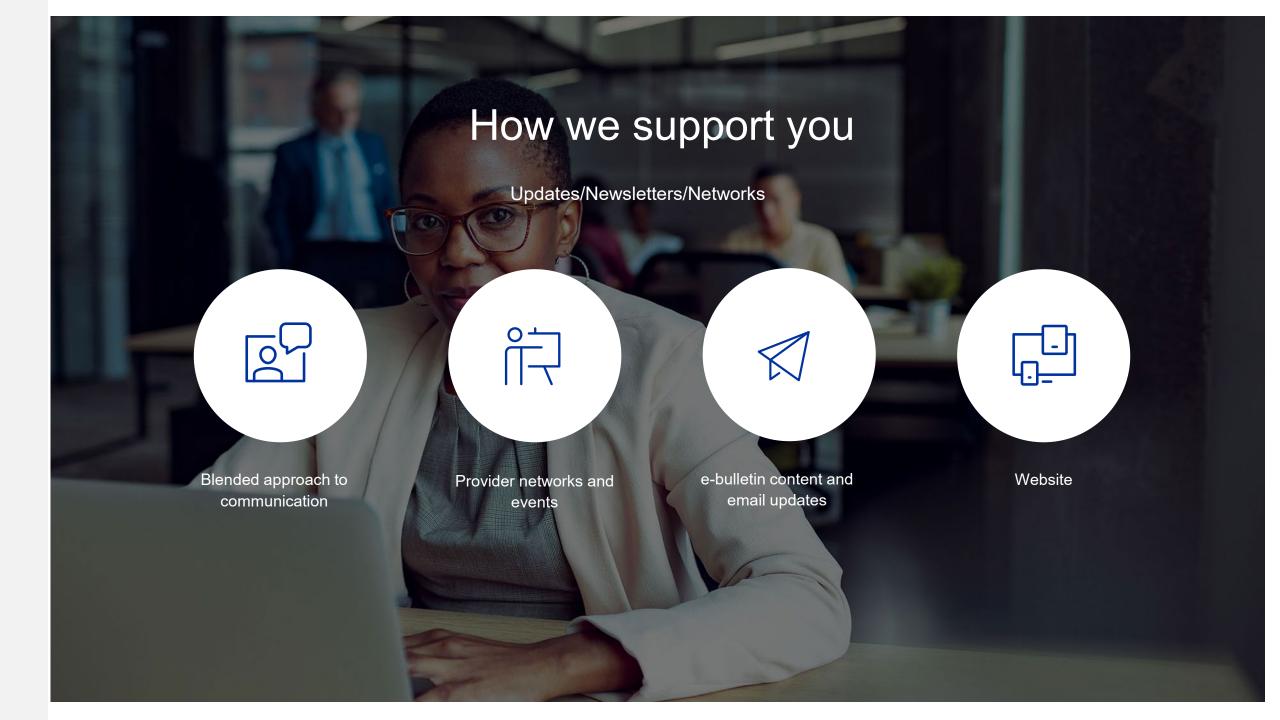
Assessor signature	Date	

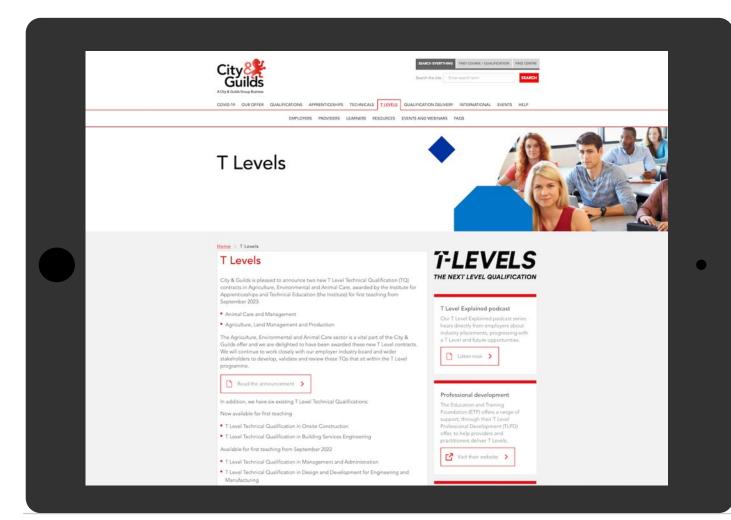
Note: Where the candidate and/or assessor is unable to or does not confirm authenticity through signing this declaration form, the work will be returned to the centre and this will delay the moderation process. If any question of authenticity arises, the assessor may be contacted for justification of authentication.

### Tips

- Ensure clear linking of terminology used in the marking grid to the assessor observation forms and CRFs.
- Take good quality photos and videos.
- Fully read the Assessor Pack and the TQ Occupational Specialism Assessment Guide. There is a lot of key detail in these packs.
- Make sure all markers/assessors are standardised using C&G materials as well as your own candidates' materials.

Resources and Support





### Support and guidance

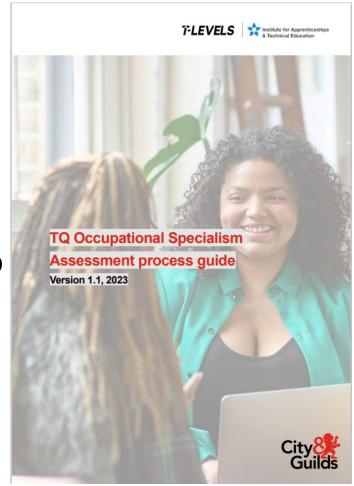
Ready to support eligible providers and stakeholder engagement To find out more about City & Guilds T Levels, please visit our webpages

- Updated webpage for T Levels
- Provider focus groups
- Employer Industry Boards
- e-bulletins
- Resource Hub
- Dedicated Technical Advisors

https://www.cityandguilds.com/tlevels

#### Resources

- Please visit the T Level Resources Hub for generic resources relating to the OS: <u>Resource Hub - T Levels</u> <u>City & Guilds (cityandguilds.com)</u>
- Occupational specialism evidence requirements can be found <a href="here">here</a>.
- Applying the occupational specialism marking grids video can be found <u>here</u>.
- The occupational specialism assessment guide can be found <u>here</u>.



#### **Events and Webinars**

Visit the T Levels Events & Webinars page for information on future events and to access ondemand recordings: Events and webinars - T Levels | City & Guilds (cityandguilds.com)

For the most up to date information regarding future events please register for our T Level ebulletins at the bottom of this webpage: <u>T Levels for Providers - T Levels | City & Guilds (cityandguilds.com)</u>

#### Engineering and ivianutacturing

#### In-person events

Throughout the year our Technical Advisors will be hosting in-person networking session your delivery. These sessions are an opportunity to ask questions, discuss any queries an networking between local centres.

#### Live online Q&A sessions

Throughout the year our Technical Advisors will be hosting live Q&As via MS Teams to sudelivery. These sessions are an opportunity to ask questions, discuss any queries and endialogue between centres.

#### End of year feedback session

Your feedback is essential, and this session is designed to allow you to share your opini experience of the delivery of the core exams, ESP and OS assessments.

**23 June 2025** 10.00 - 12.00 BST Register here

#### T Level Associate Vacancies

Would you like to be involved with supporting the delivery of T-Levels?

- Principal Moderators / Moderators Ensure a standardised and consistent approach to quality assurance, moderation, feedback and processes
- Technical Qualification Associates (TQAs) Review Eligible Provider approval applications, including supplementary evidence and carry out approval and support activities.
- Chief/Principal Examiners Produce and submit assessment materials and participate in all stages of the production process until sign off.
- Marking Examiners Mark candidates' scripts/evidence in accordance with the agreed marking scheme/criteria within the agreed timescale



### Associate Vacancies

There are a variety of contracted associate roles you may wish to apply for, such as Examiners, Moderators, Independent End-Point Assessors, External Quality Assurers and External Assessors.

New roles are added to this site, therefore do visit regularly to see new opportunities as they become available. Find out more about the current opportunities and how to apply. The roles are very different, therefore do read the guidance for each to support your application.

We believe that diversity and inclusion strengthens and enriches us, and that it is the responsibility of everyone at City & Guilds to drive this value. We work hard to be inclusive in our approach to recruitment and associate opportunities, whilst still ensuring we meet our regulatory requirements. We strongly encourage and welcome applications from diverse and underrepresented communities.

<u>Associate Vacancies | City & Guilds Group Careers</u> (cityandguildsgroup.com)

