



# **SEG Awards Certa Level 3 Certificate in Companion Animal Nutrition**

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## **Qualification Guidance**

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**Level 3 Certificate – 601/3053/2**

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## About Us

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Skills and Education Group Awards (Certa Awards) [1] continually invest in high quality qualifications and services across education. As a result we have a long-established reputation for supporting skills providers to enable individuals to gain skills for employment, skills for learning and skills for progression.

Skills and Education Group Awards has an on-line registration system to help customers register learners on its qualifications, units and exams. In addition it provides features to view exam results, invoices, mark sheets and other information about learners already registered.

The system is accessed via a link on our website.

### Sources of Additional Information

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The system is accessed via a web browser by connecting to our secure website using a username and password: [Skills and Education Group Awards Secure Login](#)

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[1] Certa Awards is a brand of the Skills and Education Group Awards, a recognised awarding organisation and part of the Skills and Education Group. Any reference to Certa Awards, its registered address, company or charity number should be deemed to mean the Skills and Education Group Awards.

## Specification Code, Date and Issue Number

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<b>Version</b>	<b>Date of Issue</b>	<b>Comments</b>
1.0	Dec 2015	Published in new format
1.1	February 2017	Qualification Extended
1.2	October 2017	Qualification Extended
1.3	August 2018	Published in new format
1.4	July 2019	Updated logo & website link
1.5	April 2021	Addition of Operational End Date and Certification End Date

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This is a live document and as such will be updated when required. It is the responsibility of the approved centre to ensure the most up-to-date version of the Qualification Guide is in use. Any amendments will be published on our website and centres are encouraged to check this site regularly.

## Introduction

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The SEG Awards Certa Level 3 Certificate in Companion Animal Nutrition is a nationally recognised qualification and has been developed for learners who are already working or wish to work in the field of companion animal behaviour and training.

This qualification is designed to provide knowledge and understanding of nutrition requirements for companion animals and is particularly suitable for learners who have an interest and some understanding of training principles and the behaviour of Companion Animals.

## Aims

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The SEG Awards Certa Level 3 Certificate in Companion Animal Nutrition is intended for those who wish to work in the field of companion animal behaviour and training.

## Content Overview

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The SEG Awards Certa Level 3 Certificate in Companion Animal Nutrition comprises of the following four mandatory units:

- Diets and Feeding Regimes for Dogs and Cats (D/506/1553)
- Nutrition for Dogs and Cats in Health and Disease (H/506/1554)
- The Basics of Nutrition for Dogs and Cats (K/506/1555)
- The Effect of Nutrition on the Behaviour of Dogs and Cats (M/506/1556)

## Progression Opportunities

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This qualification is not available in an apprenticeship framework and is not specifically designed to lead directly to employment. However, it will support learners who are starting on their journey to a career in companion animal nutrition.

## Language

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These specifications and associated assessment materials are in English only.

## Qualification Summary

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<b>Qualification and Pathways</b>	
SEG Awards Certa Level 3 Certificate in Companion Animal Nutrition	
<b>Qualification Number</b>	601/3053/2
<b>Regulated</b>	The qualification, identified above, is regulated by Ofqual.
<b>Assessment</b>	Internal assessment, internal and external moderation.
<b>Grading</b>	Pass
<b>Operational Start Date</b>	1 <sup>st</sup> April 2014
<b>Ofqual Review Date</b>	31 <sup>st</sup> October 2021
<b>Operational End Date</b>	31 <sup>st</sup> August 2022
<b>Certificate End Date</b>	31 <sup>st</sup> August 2025
<b>Certa Sector</b>	Animal Care
<b>Ofqual SSA Sector</b>	3.3 Animal Care and Veterinary Science
<b>Stakeholder Support</b>	
<b>Contact</b>	See the Certa Awards Website for Centre Support Officer responsible for this qualification.

## SEG Awards Certa Level 3 Certificate in Animal Companion Nutrition

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Rules of Combination:

To achieve this qualification learners must achieve 15 credits from the four mandatory units.

<b>Mandatory Units</b>	<b>Unit Number</b>	<b>Level</b>	<b>Credit Value*</b>	<b>GL</b>
Diets and Feeding Regimes for Dogs and Cats	D/506/1553	3	3	21
Nutrition for Dogs and Cats in Health and Disease	H/506/1554	3	3	21
The Basics of Nutrition for Dogs and Cats	K/506/1555	3	6	42
The Effect of Nutrition on the Behaviour of Dogs and Cats	M/506/1556	3	3	21

\*Credit Values may not be appropriate and may not be included

<b>Qualification Purpose</b>	To provide knowledge and understanding of nutrition requirements for companion animals and is particularly suitable for learners who have an interest and some understanding of training principles and the behaviour of companion animals.							
<b>Entry Requirements</b>	There are no specific requirements to study for these qualifications although some knowledge and understanding of training principles and behaviour of companion animals would be helpful.							
<b>Age Range</b>	Pre 16		16 - 18		18+		19+	✓
<b>GL</b>	105							
<b>TQT</b>	150							
<b>Credit Value</b>	15							
<b>Learning Aims Reference</b>	See Learning Aim Reference Service (LARS) website: <a href="https://data.gov.uk/dataset/learning-aim-reference-service">https://data.gov.uk/dataset/learning-aim-reference-service</a>							
<b>Type of Funding Available</b>	See Learning Aim Reference Service (LARS) website							

<b>Qualification Fee / Unit Fee</b>	See Certa Awards Website for current fees and charges.
<b>Additional Information</b>	See Certa Awards Website for resources available for this qualification.



## **Assessment Overview**

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### **Summary**

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This qualification will be awarded to learners who successfully achieve the four mandatory units within the qualification in accordance with the Rules of Combination, by meeting the specified Assessment Criteria.

Please note that the Learning Outcomes and Assessment Criteria must not be changed in any way.

### **Who can assess this qualification?**

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- We require those involved in the assessment process to be suitably experienced and/or qualified. In general terms, this usually means that the assessor is knowledgeable of the subject/occupational area to a level above that which they are assessing.
- In addition, all tutors / assessors must have an MSc (or level 7 equivalent) in a companion animal behaviour related subject AND be a Certified EMRA Practitioner.
- Assessors should also be trained and qualified to assess or be working towards appropriate qualifications.

## Unit Details

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## 1. Diets and Feeding Regimes for Dogs and Cats

Unit Reference	D/506/1553
Level	3
Credit Value	3
Guided Learning	21 hours
Unit Summary	This unit has four learning outcomes.

Learning Outcomes The learner will:	Assessment Criteria The learner can:
1. Understand the different types of diet available for dogs and cats.	<p>1.1 Evaluate the differences between complete and complementary foods.</p> <p>1.2 Summarise the relative advantages and disadvantages of:</p> <ul style="list-style-type: none"> <li>○ commercially produced and homemade diets</li> <li>○ wet and dry diets</li> <li>○ raw food diets</li> <li>○ vegetarian and vegan diets</li> </ul> <p>1.3 Summarise how diet characteristics can differ across companies and products in the pet food market.</p> <p>1.4 Explain the role and use of nutritional supplements as part of a healthy diet.</p>
2. Understand the feeding behaviour and regimes of dogs and cats.	<p>2.1 Evaluate the differences in natural feeding behaviour of dogs and cats and how this affects ideal feeding regimes within a domestic environment.</p> <p>2.2 Summarise how to determine correct feeding volumes for an individual dog and cat.</p>
3. Understand the concepts of digestibility and	<p>3.1 Define digestibility and explain the factors that affect it.</p>

<p>palatability.</p>	<p>3.2 Define palatability and explain the factors that affect it.</p>
<p>4. Understand pet food labelling.</p>	<p>4.1 Summarise the relevant legislation concerning pet food labelling.</p> <p>4.2 Explain the various terms used on a pet food label.</p> <p>4.3 Explain the need for additives and preservatives.</p> <p>4.4 Evaluate the difficulties involved in comparing different diets based on the information provided on the label.</p>

## Supporting Unit Information

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Diets and Feeding Regimes for Dogs and Cats – D/506/1553 – Level 3

### Indicative Content

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**Note:** Indicative content provides an indication of the scope for the Learning Outcomes and Assessment Criteria. It is intended as a resource to help guide the delivery and assessment of the unit. Indicative content is NOT a statement of material which must be covered and evidenced for assessment. For further information please contact us.

**Learning Outcome 1: Understand the different types of diet available for dogs and cats.**

**Learning Outcome 2: Understand the feeding behaviour and regimes of dogs and cats.**

**Learning Outcome 3: Understand the concepts of digestibility and palatability.**

**Learning Outcome 4: Understand pet food labelling.**

### Teaching Strategies and Learning Activities

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Centres should adopt a delivery approach which supports the development of their particular learners. The aims and aspirations of all learners, including those with identified special needs, including learning difficulties/disabilities, should be considered and appropriate support mechanisms put in place.

### Methods of Assessment

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Centres **must** ensure that all internally assessed evidence is generated by each individual candidate. Where candidates do work in groups, it is important that the assessor is able to make an accurate assessment of each individual's contribution to the group.

### Minimum requirements when assessing this unit

Certa expects that staff will be appropriately qualified to assess learners against the outcomes and criteria within the units. Generally teaching staff should be qualified and/or vocationally experienced to at least a level above that which they are teaching.

## **Evidence of Achievement**

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This unit has one prescribed assessment method:

- Written description

Additional evidence for this unit may include, but is not limited to:

- Essay
- Written questions and answers
- Oral question and answer
- Professional discussion
- Group discussion

It is good practice to use a range of assessment methods appropriate to meet the assessment criteria and the candidate's needs.

All evidence must be clearly signposted and made available for external moderation upon request.

Any photographic evidence must be appropriately annotated to clearly demonstrate the candidates' role and how it meets the assessment criteria.

Witness and observation statements must be specific and contain the name, signature and role of the witness / observer.

## **Additional Information**

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Additional guidance for delivering and assessing Certa qualifications and information about Internal Quality Assurance is available on the Certa Awards Website.

## 2. Nutrition for Dogs and Cats in Health and Disease

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Unit Reference	H/506/1554
Level	3
Credit Value	3
Guided Learning	21 hours
Unit Summary	This unit has four learning outcomes.

Learning Outcomes The learner will:	Assessment Criteria The learner can:
1. Understand the nutritional requirements for adult dogs and cats.	<p>1.1 Evaluate the nutritional requirements needed for:</p> <ul style="list-style-type: none"> <li>○ different activity levels</li> <li>○ physiological stress</li> </ul> <p>1.2 Explain how diet can be tailored for dogs and cats according to individual needs such as:</p> <ul style="list-style-type: none"> <li>○ size or weight</li> <li>○ breed</li> <li>○ lifestyle</li> <li>○ health sensitivities</li> </ul>
2. Understand feeding management for lifestages of the dog and cat.	<p>2.1 Explain how and why growth affects nutritional requirements of dogs and cats.</p> <p>2.2 Critically compare nutritional requirements at key life stages of dogs and cats.</p> <p>2.3 Explain the method and relevance of body condition scores of dogs and cats.</p> <p>2.4 Evaluate appropriate feeding regimes for dogs and cats throughout the reproductive cycle.</p> <p>2.5 Evaluate how diet can be adapted to support the needs of healthy ageing in dogs and cats.</p>

<p>3. Understand the nutritional needs of dogs and cats with chronic disease.</p>	<p>3.1 Summarise the common causes of disease of the major organs and systems of the dog and cat.</p> <p>3.2 Analyse the nutritional requirements and/or management for dogs and cats diagnosed with common diseases or conditions.</p> <p>3.3 Evaluate the nutritional requirements of dogs and cats diagnosed with diabetes.</p> <p>3.4 Explain the nutritional management which may help support healthy weight loss in overweight dogs and cats.</p>
<p>4. Understand critical care nutrition for dogs and cats.</p>	<p>4.1 Summarise the factors which can affect nutritional management of ill, injured or convalescing dogs and cats.</p>



## Supporting Unit Information

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Nutrition for Dogs and Cats in Health and Disease – H/506/1554 – Level 3

### Indicative Content

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**Note:** Indicative content provides an indication of the scope for the Learning Outcomes and Assessment Criteria. It is intended as a resource to help guide the delivery and assessment of the unit. Indicative content is NOT a statement of material which must be covered and evidenced for assessment. For further information please contact us.

**Learning Outcome 1: Understand the nutritional requirements for adult dogs and cats.**

**Learning Outcome 2: Understand feeding management for lifestages of the dog and cat.**

**Learning Outcome 3: Understand the nutritional needs of dogs and cats with chronic disease.**

**Learning Outcome 4: Understand critical care nutrition for dogs and cats.**

### Teaching Strategies and Learning Activities

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Centres should adopt a delivery approach which supports the development of their particular learners. The aims and aspirations of all learners, including those with identified special needs, including learning difficulties/disabilities, should be considered and appropriate support mechanisms put in place.

### Methods of Assessment

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Centres **must** ensure that all internally assessed evidence is generated by each individual candidate. Where candidates do work in groups, it is important that the assessor is able to make an accurate assessment of each individual's contribution to the group.

#### **Minimum requirements when assessing this unit**

Certa expects that staff will be appropriately qualified to assess learners against the outcomes and criteria within the units. Generally teaching staff should be qualified and/or vocationally experienced to at least a level above that which they are teaching.

## **Evidence of Achievement**

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This unit has one prescribed assessment method:

- Written description

Additional evidence for this unit may include, but is not limited to:

- Essay
- Written questions and answers
- Oral question and answer
- Professional discussion
- Group discussion

It is good practice to use a range of assessment methods appropriate to meet the assessment criteria and the candidate's needs.

All evidence must be clearly signposted and made available for external moderation upon request.

Any photographic evidence must be appropriately annotated to clearly demonstrate the candidates' role and how it meets the assessment criteria.

Witness and observation statements must be specific and contain the name, signature and role of the witness / observer.

## **Additional Information**

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Additional guidance for delivering and assessing Certa qualifications and information about Internal Quality Assurance is available on the Certa Awards Website.

### 3. The Basics of Nutrition for Dogs and Cats

Unit Reference	K/506/1555
Level	3
Credit Value	6
Guided Learning	42 hours
Unit Summary	This unit has four learning outcomes.

Learning Outcomes The learner will:	Assessment Criteria The learner can:
1. Understand the digestive anatomy and physiology of dogs and cats.	1.1 Explain the structure, position and function of each of the organs of the digestive tract of dogs and cats. 1.2 Summarise the digestive enzymes responsible for nutrient breakdown. 1.3 Explain the processes involved in the breakdown and absorption of nutrients. 1.4 Explain the process by which food moves through the digestive tract. 1.5 Explain the role of the commensal digestive microflora and the process of bacterial fermentation.
2. Understand the nutrition requirements of dogs and cats.	2.1 Explain the term nutrient. 2.2 Explain the role of the major nutrient groups within the body. 2.3 Explain the role of fibre in healthy digestion.
3. Be able to explain the energy needs of dogs and cats.	3.1 Explain the concept of metabolisable energy. 3.2 Define the energy requirements for adult dogs and cats at maintenance.

	<p>3.3 Evaluate the factors affecting the energy requirements of dogs and cats.</p> <p>3.4 Summarise the different ways in which metabolisable energy can be determined.</p>
<p>4. Understand the importance of providing a balanced diet for dogs and cats.</p>	<p>4.1 Summarise the nutritional requirements for adult dogs and cats at maintenance.</p> <p>4.2 Summarise the signs of health in dogs and cats fed a good quality diet.</p> <p>4.3 Explain what is meant by: <ul style="list-style-type: none"> <li>○ balanced diet</li> <li>○ ideal body weight</li> </ul> </p> <p>4.4 Summarise the consequences of nutritional imbalances.</p>

## Supporting Unit Information

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The Basics of Nutrition for Dogs and Cats – K/506/1555 – Level 3

### Indicative Content

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**Note:** Indicative content provides an indication of the scope for the Learning Outcomes and Assessment Criteria. It is intended as a resource to help guide the delivery and assessment of the unit. Indicative content is NOT a statement of material which must be covered and evidenced for assessment. For further information please contact us.

**Learning Outcome 1: Understand the digestive anatomy and physiology of dogs and cats.**

**Learning Outcome 2: Understand the nutrition requirements of dogs and cats.**

**Learning Outcome 3: Be able to explain the energy needs of dogs and cats.**

**Learning Outcome 4: Understand the importance of providing a balanced diet for dogs and cats.**

### Teaching Strategies and Learning Activities

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Centres should adopt a delivery approach which supports the development of their particular learners. The aims and aspirations of all learners, including those with identified special needs, including learning difficulties/disabilities, should be considered and appropriate support mechanisms put in place.

### Methods of Assessment

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Centres **must** ensure that all internally assessed evidence is generated by each individual candidate. Where candidates do work in groups, it is important that the assessor is able to make an accurate assessment of each individual's contribution to the group.

#### **Minimum requirements when assessing this unit**

Certa expects that staff will be appropriately qualified to assess learners against the outcomes and criteria within the units. Generally teaching staff should be qualified and/or vocationally experienced to at least a level above that which they are teaching.

## **Evidence of Achievement**

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This unit has one prescribed assessment method:

- Written description

Additional evidence for this unit may include, but is not limited to:

- Essay
- Written questions and answers
- Oral question and answer
- Report
- Tutor testimony

It is good practice to use a range of assessment methods appropriate to meet the assessment criteria and the candidate's needs.

All evidence must be clearly signposted and made available for external moderation upon request.

Any photographic evidence must be appropriately annotated to clearly demonstrate the candidates' role and how it meets the assessment criteria.

Witness and observation statements must be specific and contain the name, signature and role of the witness / observer.

## **Additional Information**

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Additional guidance for delivering and assessing Certa qualifications and information about Internal Quality Assurance is available on the Certa Awards Website.

## 4. The Effect of Nutrition on the Behaviour of Dogs and Cats

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Unit Reference	M/506/1556
Level	3
Credit Value	3
Guided Learning	21 hours
Unit Summary	This unit has five learning outcomes.

Learning Outcomes The learner will:	Assessment Criteria The learner can:
1. Understand the evolution and domestication of the dog and their impact on nutritional requirements.	1.1 Evaluate innate behavioural needs of dogs with regard to individual characteristics or type.  1.2 Summarise how nutrition and feeding regimes can improve problem behaviour in dogs.
2. Understand the natural behaviour of the cat and its impact on nutritional requirements.	2.1 Summarise the natural behaviour traits of the domestic pet cat.  2.2 Summarise how nutrition and feeding regimes can improve problem behaviour in cats.
3. Understand the influence of nutrition on the behaviour of dogs.	3.1 Summarise the physiological and behavioural effects of nutrient imbalances in dogs.  3.2 Evaluate mood disorders in dogs and how nutritional management can help.
4. Understand the influence of nutrition on the behaviour of cats.	4.1 Summarise the physiological and behavioural effects of nutrient imbalances in cats.  4.2 Evaluate mood disorders in cats and how nutritional management can help.

<p>5. Understand the implications of current research in nutrition for dogs and cats.</p>	<p>5.1 Evaluate recent developments in nutrition for dogs and cats.</p> <p>5.2 Analyse the impact of new developments in nutrition on the pet food industry.</p>
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## Supporting Unit Information

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The Effect of Nutrition on the Behaviour of Dogs and Cats unit title] – M/506/1556 – Level 3

## Indicative Content

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**Note:** Indicative content provides an indication of the scope for the Learning Outcomes and Assessment Criteria. It is intended as a resource to help guide the delivery and assessment of the unit. Indicative content is NOT a statement of material which must be covered and evidenced for assessment. For further information please contact us.

**Learning Outcome 1: Understand the evolution and domestication of the dog and their impact on nutritional requirements.**

**Learning Outcome 2: Understand the natural behaviour of the cat and its impact on nutritional requirements.**

**Learning Outcome 3: Understand the influence of nutrition on the behaviour of dogs.**

**Learning Outcome 4: Understand the influence of nutrition on the behaviour of cats.**

**Learning Outcome 5: Understand the implications of current research in nutrition for dogs and cats.**

## Teaching Strategies and Learning Activities

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Centres should adopt a delivery approach which supports the development of their particular learners. The aims and aspirations of all learners, including those with identified special needs, including learning difficulties/disabilities, should be considered and appropriate support mechanisms put in place.

## Methods of Assessment

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Centres **must** ensure that all internally assessed evidence is generated by each individual candidate. Where candidates do work in groups, it is important that the assessor is able to make an accurate assessment of each individual's contribution to the group.

### **Minimum requirements when assessing this unit**

Certa expects that staff will be appropriately qualified to assess learners against the outcomes and criteria within the units. Generally teaching staff should be qualified and/or vocationally experienced to at least a level above that which they are teaching.

### **Evidence of Achievement**

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This unit has one prescribed assessment method:

- Written description

Additional evidence for this unit may include, but is not limited to:

- Essay
- Written questions and answers
- Oral question and answer
- Professional discussion
- Group discussion

It is good practice to use a range of assessment methods appropriate to meet the assessment criteria and the candidate's needs.

All evidence must be clearly signposted and made available for external moderation upon request.

Any photographic evidence must be appropriately annotated to clearly demonstrate the candidates' role and how it meets the assessment criteria.

Witness and observation statements must be specific and contain the name, signature and role of the witness / observer.

### **Additional Information**

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Additional guidance for delivering and assessing Certa qualifications and information about Internal Quality Assurance is available on the Certa Awards Website.

## Appendices

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### Recognition of Prior Learning, Exemption and Credit Transfer

Certa's policy enables learners to avoid duplication of learning and assessment in a number of ways:

- Recognition of Prior Learning (RPL) – a method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and do not need to develop through a course of learning.
- Exemption - Exemption applies to any certificated achievement which is deemed to be of equivalent value to a unit within a Certa qualification but which does not necessarily share the exact learning outcomes and assessment criteria. It is the assessor's responsibility, in conjunction with the Internal Moderator, to map this previous achievement against the assessment requirements of the Certa qualification to be achieved in order to determine its equivalence.
- Any queries about the relevance of any certificated evidence, should be referred in the first instance to your centre's internal moderator and then to Certa.
- It is important to note that there may be restrictions upon a learner's ability to claim exemption or credit transfer which will be dependent upon the currency of the unit/qualification and a learner's existing levels of skill or knowledge.
- Where past certification only provides evidence that could be considered for exemption of part of a unit, learners must be able to offer additional evidence of previous or recent learning to supplement their evidence of achievement.
- Credit Transfer – Certa may attach credit to a qualification, a unit or a component. Credit transfer is the process of using certificated credits achieved in one qualification and transferring that achievement as a valid contribution to the award of another qualification. Units / Components transferred must share the same learning outcomes and assessment criteria along with the same unit number. Assessors must ensure that they review and verify the evidence through sight of:
  - original certificates OR
  - copies of certificates that have been signed and dated by the internal moderator confirming the photocopy is a real copy and make these available for scrutiny by the External Moderator.
- Equivalencies – opportunities to count credits from the unit(s) from other qualifications or from unit(s) submitted by other recognised organisations towards the place of mandatory or optional unit(s)

specified in the rule of combination. The unit must have the same credit value or greater than the unit(s) in question and be at the same level or higher.

Certa encourages its centres to recognise the previous achievements of learners through RPL, Exemption and Credit Transfer. Prior achievements may have resulted from past or present employment, previous study or voluntary activities.

Centres should provide advice and guidance to the learner on what is appropriate evidence and present that evidence to the external moderator in the usual way.

Further guidance can be found in 'Delivering and Assessing Qualifications' which can be downloaded from the Certa Awards Website.

## **Certification**

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Learners will be certificated for all units and qualifications that are achieved and claimed.

Certa's policies and procedures are available on the Certa Awards Website.

## **Glossary of Terms**

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### **Guided Learning (GL)**

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GL is where the learner participates in education or training under the immediate guidance or supervision of a tutor (or other appropriate provider of education or training). It may be helpful to think – 'Would I need to plan for a member of staff to be present to give guidance or supervision?'

GL is calculated at the unit/component level and added up at the qualification level.

- Examples of guided learning include:
- Face-to-face meeting with a tutor
- Telephone conversation with a tutor
- Instant messaging with a tutor
- Taking part in a live webinar
- Classroom-based instruction
- Supervised work
- Taking part in a supervised or invigilated formative assessment
- The learner is being observed as part of a formative assessment

## **TQT (Total Qualification Time)**

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'The number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required, in order for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a qualification.' The size of a qualification is determined by the TQT.

TQT is made up of the GL plus all other time taken in preparation, study or any other form of participation in education or training but not under the direct supervision of a lecturer, supervisor or tutor.

TQT is calculated at qualification level and not unit/component level.

Examples of unsupervised activities that could contribute to TQT include:

- Researching a topic and writing a report
- Watching an instructional online video at home/e-learning
- Watching a recorded webinar
- Compiling a portfolio in preparation for assessment
- Completing an unsupervised practical activity or work
- Rehearsing a presentation away from the classroom
- Practising skills unsupervised
- Requesting guidance via email – will not guarantee an immediate response.