# A close up of a logo Description automatically generated

**ONE-STOP SKILLS CREDENTIALING - SKILLS BADGE**

**Self-Assessment Form**

|  |  |
| --- | --- |
| **SALUTATION**\*\*  *\*\* Delete accordingly* | Mr / Miss / Mdm / Ms / Dr / Prof |
| **FULL NAME** *(as per NRIC)\**  *\*Underline Surname* |  |

**IMPORTANT**: Before you submit this Self-Assessment Form, please save this Word document and rename using the following naming convention:

For Stage 1 Advisory Chat:

OSSC\_Skills\_Badge\_**ACLP02**\_Self Assessment\_YOUR FULL NAME\_v1.0\_draft.doc

For Stage 2 Assessment Interview:

OSSC\_Skills\_Badge\_**ACLP02**\_Self Assessment\_YOUR FULL NAME\_v1.0\_FINAL.doc

**To proceed to Stage 2 Assessment Interview…**

1. Collate all relevant evidence/artefact pertaining to your finalised Self-Assessment Form in a single folder and name the folder according to the Badge Title as stated above.
2. If applying for more than one skills badge, submission should be done in separate folders according to the badge titles.

*To be completed by Advisor:*

|  |  |  |
| --- | --- | --- |
| **NAME OF ADVISOR** |  | |
| **ADVISORY CHAT SESSION** | **Date**: *(dd/mm/yyyy)* | |
| **Proceed to Skills Assessment?** | **Yes** | **No** |

*I confirm I have completed Stage 1 of the OSSC Skills Badging Application for Basic Package: Skills Advisory (1 hr).*

*I confirm I have completed Stage 1 of the OSSC Skills Badging Application for Extended Package: Skills Advisory (2 hr).*

| **DELIVERY & EXECUTION: LEARNING EXPERIENCE DELIVERY** | | | |
| --- | --- | --- | --- |
| **(A)**  **Competency Statement**  *Read carefully to ensure you meet ALL requirements* | **(B)**  **Product Evidence**  *Check the boxes to confirm that you currently have the required evidence listed here* | **(C)**  **Applicant’s Note of Explanation**  *Note the given pointers to guide you in the preparation for the Skills Advisory and Assessment Interview sessions. Explain with brief notes to explain how the Product Evidence you intend to submit fulfils the requirements of columns (A) and (B).* | **(D)**  **Assessor’s comments**  ***(For IAL use only)*** |
| 1. Plan learning experience(s) that address learner needs, profiles and integrate active learning qualities | A lesson plan and relevant courseware such as slides, learner or facilitator guides *(that you have used/adapted)* and/or avideo recording,illustrating the following:  Learner profile of the intended classroom learning in the context of learners’ work and/or industry and/or practice.  At least **two (2)** learning outcomes were related to the learner profile, and learning needs.  Appropriate instructional methods, learning activities and possible technology tools for the classroom-based learning | * Point out in your documents and artefacts, where it could be seen that a conducive learning environment was created to achieve learning needs. * You should be able to relate during the interview, the evidence presented, to considerations of instructional design theories, Instructional methods, and supporting learning activities.   *Applicant’s Notes:*   |  | | --- | |  | | *For Assessor’s comments* |
| 1. Deploy a variety of facilitation, questioning and communication methods and techniques | The lesson plan *(that you have used/adapted)* should also include the following:  A variety of instructional methods  Appropriate learning activities underpinned by Instructional Design (Adult Learning) principles | * Point out examples and evidence of: * Use of a variety of instructional methods. * Deployment of appropriate learning aids to help the learners achieve the learning outcomes.   *Applicant’s Notes:*   |  | | --- | |  | | *For Assessor’s comments* |
| 1. Manage challenges and group dynamics that arise in the conduct of the learning activities |  | * Prepare to share in the interview, an example of how you managed challenges and group dynamics that arose in the conduct of the learning activities   *Applicant’s Notes:*   |  | | --- | |  | | *For Assessor’s comments* |
| 1. Adjust delivery plans and/or delivery according to learner progress, emerging trends and developments in facilitation and learner engagement techniques |  | * Be ready in the interview, to point to **one (1)** instance in your evidence of how any of the following was adjusted and/or improved in response to learners’ progress and evolving needs to improve learning outcomes:   *Applicant’s Notes:*   |  | | --- | |  | | *For Assessor’s comments* |