**GUIDELINES FOR THE SCHOOL-BASED ASSESSMENT**

School-Based Assessment (SBA) is an integral part of candidates’ assessment in the course covered by this programme. It is intended to facilitate the development of all the critical competencies (knowledge, skills, attitudes) emphasised by this programme. The SBA seeks to individualise a part of the programme to meet the needs of candidates, facilitate feedback to the candidates at various stages of the experience and help to build the self-confidence of candidates as they proceed with their studies. It enhances the validity of the examination on which candidate performance is reported, thereby, making a significant and unique contribution to the development of relevant academic and work-related skills.

**PROCEDURES FOR THE SCHOOL-BASED ASSESSMENT PORTFOLIO**

*As part of the School-Based Assessment, candidates will be required to produce a formative developmental portfolio providing evidence of candidates’ progress and learning over the duration of the programme. This evidence may be in the form of sketches, design plans, quality control procedures, multi-view drawings, self-reflective statements, transcripts of interviews with industry professionals.*

*Since the portfolio is an accumulation of the candidates’ ongoing learning across the course of the two-year programme, it must be started at the commencement of the Technical Drawing programme.*

*The pieces of evidence MUST depict the candidates’ developmental progress in each section of the syllabus. It is advised that the topics of the content be integrated to give full coverage of each section of the syllabus. This integrated approach may result in the creation of evidence that covers more than one topic in the syllabus.*

*At a minimum, the portfolio must contain the following from each Section.*

1. ***Section 1*** *(Fundamental of Technical Drawing):*

*(a) At least five pieces of evidence - three from OHS&E and two from Fundamentals of Technical Drawing*

*(b) Checklist of evidence of site visit (for example, name of company, contact person, summary of organisation’s health and safety practices, safety practice deficiencies identified, environmental practices, photographs or other forms of evidence);*

*(c) Project evidence on various types of lines, symbols, drawing conventions and codes;*

*(d) Project evidence on drawing equipment and instruments.*

2. ***Section 2*** *(Geometrical Construction):*

*(a) At least six pieces of evidence: 3 from Plane Geometry and 3 from Solid Geometry;*

*(b) The evidence MUST be derived from different topics within the Section.*

3. **Section 3A or 3B** (Building Drawing or Mechanical Engineering Drawing):

Evidence of these sections will take the following format;

(a) Design/redesign a Building component or Mechanical Engineering device/gadget to solve a simple functional problem in one of the fourteen categories, namely:

*Categories*

(i) agriculture/Fishing;

(ii) business/office;

(iii) *communication;*

(iv) construction;

(v) household;

(vi) education facilities;

*(vii) environment;*

(viii) health facilities;

(ix) manufacturing;

(x) power;

(xi) recreation;

*(xii) recycling;*

*(xiii) sports; and,*

(xiv) transportation.

*For* ***Building Drawing****, candidates will be required to produce the following:*

*(a) sketch;*

*(b) plan/floor plan;*

*(c) at least two elevations;*

*(d) sectional view;*

*(e) foundation plan or roof plan or sectional details of foundation and eaves; and,*

*(f) a small business plan to encompass design justification and conditions.*

*For* ***Mechanical Engineering Drawing****, candidates will be required to produce the following drawings:*

(a) *parts sheet;*

(b) *orthographic projection of plan of the assembly;*

(c) *sectional view of the assembly;*

(d) *pictorial sketch;*

(e) *parts list; and,*

(f) *a small business plan to encompass design justification and conditions.*

***SUGGESTED ACTIVITIES FOR THE SBA***

*The SBA assessment will be awarded for four pieces from the SBA Portfolio as follows:*

*1. One piece from Section 1 (Specific Objectives 1.1-1.10). This is a written question.*

*2. Two pieces from Section 2 (Plane Geometry and Solid Geometry).*

*3. The projects from Section 3A or Section 3B.*