ANNEX B, APPENDIX 5

513 PC

ASSESSMENT INSTRUCTIONS

PREPARATION

PRE-ASSESSMENT INSTRUCTIONS

Review the assessment plan, assessment instructions and 513 PC and become familiar with the material prior to conducting the assessment.

There is no time allotted for the PC as it is to be administered whenever the cadet has attended their four workshops.

PRE-ASSESSMENT ASSIGNMENT

The cadet shall review the 513 PC Assessment Checklist and become familiar with the assessment criteria.

ASSESSMENT METHOD

Personal communication was chosen for this PC as it allows the assessor to interact with the cadet and discuss their learning experience at the regionally conducted workshops.

CONDUCT OF ASSESSMENT

PURPOSE

The purpose of this PC is to record the cadet's participation in four regionally facilitated workshops.

RESOURCES

- 513 PC Assessment Checklist, and
- Royal Canadian Air Cadets Proficiency Level Five Logbook.

ASSESSMENT ACTIVITY LAYOUT

Nil.



The cadet's participation in workshops shall be assessed as:

- **Incomplete**. The cadet has not attended four regionally facilitated workshops conducted during two full-days, four half-days or other equivalent combination of training.
- **Completed Without Difficulty**. The cadet has attended four regionally facilitated workshops conducted during two full-days, four half-days or other equivalent combination of training.

ASSESSMENT ACTIVITY INSTRUCTIONS

Have the cadet attend four regionally facilitated workshops.

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Verify against the official publication.

POST ASSESSMENT INSTRUCTIONS

RECORDING ASSESSMENT RESULTS

1. Indicate the overall performance assessment on the assessment checklist as:

   a. **Incomplete**. The cadet has not attended four regionally facilitated workshops conducted during two full-days, four half-days or other equivalent combination of training.

   b. **Completed Without Difficulty**. The cadet has attended four regionally facilitated workshops conducted during two full-days, four half-days or other equivalent combination of training.

2. Sign and date the Assessment Checklist.

3. Ensure a copy of the Assessment Checklist is attached to the cadet's training file.

4. The overall result will be recorded on the Proficiency Level Five Qualification Record located at Chapter 3, Annex C.

PROVIDING ASSESSMENT FEEDBACK

Discuss the overall performance results with the cadet and provide them with a copy of the completed assessment.

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513 PC ASSESSMENT CHECKLIST
OVERALL ASSESSMENT

Cadet's Name: _____ Squadron: _____

Flight: _____

Assessor's Feedback:

	PO 513 Overall Assessment							
Check One	**Incomplete**		**Completed With Difficulty**		**Completed Without Difficulty**		**Exceeded Standard**	
Overall Performance	The cadet has not attended four regionally facilitated workshops.				The cadet has attended four regionally facilitated workshops.			

Assessor's Name:	**Position:**
Assessor's Signature:	**Date:**

This form shall be reproduced locally.

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