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.

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 facilitated 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 Sea Cadets Phase Five Logbook.

ASSESSMENT ACTIVITY LAYOUT

Nil.

ASSESSMENT ACTIVITY INSTRUCTIONS

Have the cadet attend four regionally facilitated workshops.

POST ASSESSMENT INSTRUCTIONS

RECORDING ASSESSMENT RESULTS

1. Indicate the overall performance assessment on the assessment checklist as:
   a. **Incomplete**. The cadet did not attend a minimum of four regionally facilitated workshops.
   b. **Completed Without Difficulty**. The cadet attended a minimum of four regionally facilitated workshops.
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 Phase Five Qualification Record located at Chapter 3, Annex C.

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Verify against the official publication.

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

Cadet's Name: _____ Corps: _____

Division: _____

Assessor's Feedback:

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

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

This form shall be reproduced locally.

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