308 PC – ASSESSMENT INSTRUCTIONS

PREPARATION

PRE-ASSESSMENT INSTRUCTIONS

Review the assessment plan, assessment instructions and 308 PC Assessment Checklist and become familiar with the material prior to conducting the assessment.

Photocopy the Assessment Checklist for each cadet.

Ensure each cadet has received an aide-mémoire card, listing the requisite drill sequence.

PRE-ASSESSMENT ASSIGNMENT

Have the cadet review the Assessment Checklist and become familiar with the material prior to the assessment.

ASSESSMENT METHOD

Performance assessment was chosen to observe and evaluate the cadet directing a squad prior to a parade.

CONDUCT OF ASSESSMENT

PURPOSE

The purpose of this PC is to assess the cadet's ability to direct a squad prior to a parade.

RESOURCES

PO 308 PC Assessment Checklist.

ASSESSMENT ACTIVITY LAYOUT

This assessment shall be conducted in a drill hall or outdoor parade square in favourable weather.

Assessments will be conducted throughout the year during opening and/or closing parades.

ASSESSMENT ACTIVITY INSTRUCTIONS



After observing each skill being performed, make a judgement and indicate on the Assessment Checklist whether the skill was:

- **Incomplete.** The skill was not attempted or not completed even with assistance.
- **Completed With Difficulty.** The skill was completed with some difficulty, assistance or use of the aide-mémoire card. The cadet directed the squad, but failed to correctly deliver the words of command or the cadet had a poor bearing while delivering the words of command.
- **Completed Without Difficulty.** The skill was completed without difficulty, assistance or use of the aide-mémoire card. The cadet maintained a professional bearing and correctly and clearly delivered the words of command.

Make notes or observations for the purposes of providing post-assessment descriptive feedback.

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1. Assess the cadet's performance for each skill and record the results on the Assessment Checklist.

2. Cadets may be given unlimited re-tests within the resources of the cadet squadron to meet the standard for each skill. Where time permits, cadets may re-test to improve their results to **Completed Without Difficulty**.

POST ASSESSMENT INSTRUCTIONS

RECORDING ASSESSMENT RESULTS

1. Indicate the overall performance assessment on the Assessment Checklist as:

   a. **Incomplete.** The cadet has not achieved the performance standard by not completing at least one of the required areas.

   b. **Completed With Difficulty.** The cadet has achieved the performance standard by completing one or more of the required objectives with difficulty.

   c. **Completed Without Difficulty.** The cadet has achieved the performance standard by completing all objectives without difficulty.

2. Record notes and observations in the assessor's feedback section of the Assessment Checklist.

3. Sign and date the Assessment Checklist.

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

5. The overall result will be recorded on the Proficiency Level Three Qualification Record located at Annex C.

PROVIDING ASSESSMENT FEEDBACK

Discuss the overall performance results and give a copy of the Performance Assessment Checklist to the cadet.

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Cadet's Name: _____ Date: _____

Analytical Performance Assessment:

Direct a squad prior to a parade	Incomplete	Completed With Difficulty	Completed Without Difficulty
Fall in a squad			
Call the roll			
Size in a single rank and reform in threes (twos)			
Dress a squad			
Inspect a squad			
Hand over a squad			

Assessor's Feedback

Check One	PO 308 – Overall Assessment					
	Incomplete		**Completed With Difficulty**		**Completed Without Difficulty**	
Overall Performance	The cadet has not achieved the performance standard by not completing at least one of the required skills.		The cadet has achieved the performance standard by completing one or more of the required objectives with difficulty.		The cadet has achieved the performance standard by completing all objectives without difficulty.	

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

This form shall be reproduced locally.

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