

Instruction Sheet for the Candidate

Qualification	Fundamentals of Content Writing (Content Writing)
Competency Standard	Develop Vocabulary
Purpose of Assessment	Formative Assessment
Candidate Details	Name_____
	Registration/Roll Number_____
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 03 Hrs. time frame (for practical demonstration & assessment):</p> <ul style="list-style-type: none"> • Build Vocabulary • Look for Synonyms • Play word games • Participate in conversations
Time: 03 Hrs.	During a practical assessment, under observation by an assessor, you are required to
Minimum Evidence Required	<p>Build Vocabulary</p> <ol style="list-style-type: none"> 1. Use e-dictionary 2. Find the given words from the dictionary 3. Make journal of new words 4. Use all learned words in sentences. <p>Look for Synonyms</p> <ol style="list-style-type: none"> 5. Search synonyms from Google, Microsoft Word, e-dictionary, etc. 6. Find synonyms for all the learned words. 7. Note down these synonyms in your journal <p>Play word games</p> <ol style="list-style-type: none"> 8. Play different games to develop vocabulary, e.g., Scrabble, Charades, word search, joint letters, rearrange words, match words etc. 9. Use e-flash cards e.g. Magoosh Flash card, ankidroid etc. 10. Note down these words in your journal <p>Participate in conversations</p> <ol style="list-style-type: none"> 11. Participate in Group discussions. 12. Use all learned words in conversation

Self-Assessment Checklist

Candidate Name	
Registration No.	
Qualification	Fundamentals of Content Writing (Content Writing)
Competency Standard	Develop Vocabulary
Purpose of Assessment	Formative Assessment
Assessment Task	<ul style="list-style-type: none"> Build Vocabulary Look for Synonyms Play word games Participate in conversations

I can.....

Performance Criteria	Yes	No
1. Use e-dictionary	<input type="checkbox"/>	<input type="checkbox"/>
2. Find the given words from the dictionary	<input type="checkbox"/>	<input type="checkbox"/>
3. Make journal of new words	<input type="checkbox"/>	<input type="checkbox"/>
4. Use all learned words in sentences	<input type="checkbox"/>	<input type="checkbox"/>
5. Search synonyms from Google, Microsoft Word, e-dictionary, etc.	<input type="checkbox"/>	<input type="checkbox"/>
6. Find synonyms for all the learned words.	<input type="checkbox"/>	<input type="checkbox"/>
7. Note down these synonyms in your journal	<input type="checkbox"/>	<input type="checkbox"/>
8. Play different games to develop vocabulary, e.g., Scrabble, Charades, word search, joint letters, rearrange words, match words etc.	<input type="checkbox"/>	<input type="checkbox"/>
9. Use e-flash cards e.g. Magoosh Flash card, ankidroid etc.	<input type="checkbox"/>	<input type="checkbox"/>
10. Note down these words in your journal	<input type="checkbox"/>	<input type="checkbox"/>
11. Participate in Group discussions.	<input type="checkbox"/>	<input type="checkbox"/>
12. Demonstrate the use of all learned words in conversation	<input type="checkbox"/>	<input type="checkbox"/>

Candidate's Signature_____ Assessor's Signature_____

Date: _____

Assessors Judgement Guide

Qualification	Fundamentals of Content Writing (Content Writing)
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Candidate Details	Name: _____ Registration/Roll Number: _____ Signature: _____
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor _____ Assessor's code: _____ Signature: _____

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment		✓					
Other Requirement							

Observation Checklist

Assessment Task		<ul style="list-style-type: none"> • Build Vocabulary • Look for Synonyms • Play word games • Participate in conversations 		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Use e-dictionary			
2.	Find the given words from the dictionary			
3.	Make journal of new words			
4.	Use all learned words in sentences			
5.	Search synonyms from Google, Microsoft Word, e-dictionary, etc.			
6.	Find synonyms for all the learned words.			
7.	Note down these synonyms in your journal			
8.	Play different games to develop vocabulary, e.g., Scrabble, Charades, word search, joint letters, rearrange words, match words etc.			
9.	Use e-flash cards e.g. Magoosh Flash card, ankidroid etc.			
10.	Note down these words in your journal			
11.	Participate in Group discussions.			
12.	Demonstrate the use of all learned words in conversation			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Knowledge Assessment

Qualification	Fundamentals of Content Writing (Content Writing)
Competency Standard	Develop Vocabulary
Purpose of Assessment	Formative Assessment
Candidate Details	Name: _____ Registration/Roll Number: _____ Candidate Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-around; align-items: center;"> COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> </div> Name of the Assessor: _____ Assessor's code: _____ Signature of the Assessor: _____

Candidate's response is not required to be identical, but similar concepts and/or keywords must be used. Oral questioning may be used to clarify candidate understanding of topic and its application.

Questions (Candidate confidently answered questions correctly and demonstrated understanding of the topics and their application)		Satisfactory	Not Satisfactory
1.	Name different games in order to build vocabulary		
2.	Differentiate between synonym and antonym?		
3.	What is thesaurus?		

Feedback to the Candidate
Candidate's Signature _____ Assessor's Signature _____