

Instruction Sheet for the Candidate

Qualification	Media Editor (Content Writing)
Competency Standards	<ol style="list-style-type: none"> 1. Evaluate the Submission 2. Coordinate with Sub Editors 3. Ensure Effective Communication
Purpose of Assessment	Summative Assessment
Candidate Details	Name_____ Registration/Roll Number_____
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 04 Hrs. time frame (for practical demonstration & assessment):</p> <p>Write an article describing about the news or article's evaluation in terms of facts authenticity and source's confirmation further explaining the coordination with sub-editors and how a compelling communication is ensured by the editor.</p>
Time: 04 Hrs.	<p>During a practical assessment, under observation by an assessor, you are required to</p> <p>Write an article describing about the news or article's evaluation in terms of facts authenticity and source's confirmation further explaining the coordination with sub-editors and how a compelling communication is ensured by the editor.</p>
Minimum Evidence Required	<p>Write an article describing about the news or article's evaluation in terms of facts authenticity and source's confirmation further explaining the coordination with sub-editors and how a compelling communication is ensured by the editor.</p> <ol style="list-style-type: none"> 1. Write a news article. 2. Incorporate the facts into the article. 3. Coordinate with sub-editor. 4. Ensure the communication between editor and sub-editors.

Self-Assessment Checklist

Candidate Name	
Registration No.	
Qualification	Media Editor (Content Writing)
Competency Standards	1. Evaluate the Submission 2. Coordinate with Sub Editors 3. Ensure Effective Communication
Purpose of Assessment	Summative Assessment
Assessment Task	Write an article describing about the news or article's evaluation in terms of facts authenticity and source's confirmation further explaining the coordination with sub-editors and how a compelling communication is ensured by the editor.

I can.....

Performance Criteria	Yes	No
1. Write a news article.	<input type="checkbox"/>	<input type="checkbox"/>
2. Incorporate the facts into the article.	<input type="checkbox"/>	<input type="checkbox"/>
3. Coordinate with sub-editor.	<input type="checkbox"/>	<input type="checkbox"/>
4. Ensure the communication between editor and sub-editors.	<input type="checkbox"/>	<input type="checkbox"/>

Candidate's Signature_____ Assessor's Signature_____

Date: _____

Assessors Judgement Guide

Qualification	Media Editor (Content Writing)
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Purpose of Assessment	Summative Assessment
Candidate Details	Name: _____ Registration/Roll Number: _____ Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-between;"> COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> </div> 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	Write an article describing about the news or article's evaluation in terms of facts authenticity and source's confirmation further explaining the coordination with sub-editors and how a compelling communication is ensured by the editor.			
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Write a news article.			
2.	Incorporate the facts into the article.			
3.	Coordinate with sub-editor.			
4.	Ensure the communication between editor and sub-editors.			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Knowledge Assessment

Qualification	Media Editor (Content Writing)
Competency Standards	1. Evaluate the Submission 2. Coordinate with Sub Editors 3. Ensure Effective Communication
Purpose of Assessment	Summative Assessment
Candidate Details	Name: _____ Registration/Roll Number: _____ Candidate Signature: _____
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> 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.	What is evaluation in media terminology?		
2.	Describe whom the news is submitted to?		
3.	Define newsroom culture?		

4.	Name any two examples of coordination between editor and the sub-editor.		
5.	Who is the first one who checks the news – Editor or Sub Editor?		

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